

USH Board Meeting – December 14, 2021

Present – Rob Spector, Peter Meny, Eve Pech, Dana Donovan, Bob Hewey, Sarah McKenzie, Tina Davies, Jon Covault, and Rev. Terry Cummings (ex officio)

Guests – Janice and David Newton, Bev and Stu Spence, Jim Venneman, Laura and Paul Cipriano

6:35 – check-ins

6:40 – Rev Terry read opening words.

6:43 – Rob read the board covenant

6:44 – Approval of Minutes for October and November. Rob made the motion to approve, Peter seconded

Aye – 8

Nay – 0

Abstain – 0

6:46 – Sanctuary Lighting: Pricing has gone up since the project was originally looked at 2-3 years ago (approx. \$4-5,000 increase), B&G approved the project, Jon bringing it to the board for approval, showed plan for locations, and an example of the fixtures. There will be a delay from ordering to delivery for the fixtures. Lights are dimmable, and color temperature is changeable. Any additional funds needed (over the restricted funds) would be pulled from the endowment to cover the overage. See attached resolution (from David N.) Bob pointed out that there is a large amount of money that was previously donated for sound abatement (which is not practical in our building), donor agreed that money could be used for other capital projects, Jim spoke to donor who agreed that those funds could be used to pay for lighting. Jon made the motion that the board approve the resolution from B&G. Rob seconded.

Aye – 8

Nay – 0

Abstain – 0

Rob made a second motion to cover the overage using the funds which were originally donated for sound abatement. Bob Seconded.

Aye – 8

Nay – 0

Abstain – 0

7:00 – Approval of Lisa Galinski as Vanco Project Manager. Lisa did quite a bit of work approximately a year ago to set up a USH account with Vanco, an online payment intermediary platform. Vanco has asked for a designated person to be the contact person. Lisa has agreed to be that person. Jon made the motion to designate Lisa Galinski to be the project manager until July of 2023, Tina seconded.

Aye -8

Nay – 0

Abstain – 0

7:07 – Review of current Covid protocols. Rob received an email from Bob and Kerry White. There were some concerns noted from watching the services via Zoom. One of those items is that the people on the chancel are not wearing masks when they are not actively presenting. They were also concerned with how closely people are crowding when lining up for candles of memory and hope, and with the offering

baskets being handed around. Rob's request – don't think we need to make any changes, but we should reiterate and enforce our current guidelines. Connecticut is in a very bad state right now, we had 3,000 cases today. We need much better compliance within the building.

7:25 – Council Reports (See attached)

- Stewardship still needs a chair; Rev. Terry will speak to Martha as chair of the nominating committee

7:29 – Open Discussion: Set the visions for our Congregation-wide meeting in January: What is our next step; are we ready to search for a settled minister, or are we not? Feeling from listening sessions is that we maybe moved a little too quickly in searching for a settled minister last time, when we may have benefitted from taking a little more time to do more self-reflection and soul-searching about what kind of minister we really are looking for. Rob and Eve spoke to Keith Kron at the UUA about our options. The past two settled ministries resulted in the loss of members. We are still trying to reorganize after being allowed to fall in to neglect during the last settled ministry, and then Covid hit and changed everything.

7:48 – Staffing: Rayla has tendered her resignation, effective January 2, 2022. Leaves a gap in staffing and a gap in RE on Sundays. Does the board wish to replace Rayla immediately; what kind of RE program do the parents want to see going forward? We need to get the RE committee populated as soon as possible. Buffie will likely have to take over the building rentals portion of Rayla's job. There is some interest in hiring a separate choir director. Also an interest in creating a paid part-time communications position. Would also like to bring on a part-time intern/student position to help with Zoom Service production.

Eve and another board member will reach out to Rayla to find out what kind of send-off she wants, and what kind of information she wants out there. Notice of Rayla's leaving will be in the e-news tomorrow.

8:34 – Rev. Terry read closing words from Matt Meyer



Sarah McKenzie <sarah.h.mckenzie@gmail.com>

Agenda for our Board Meeting on December 14, 2021 at 6:30pm.

1 message

Robert Spector <Robert_Spector@ctd.uscourts.gov>

Mon, Dec 13, 2021 at 2:27 PM

To: Eve Pech <elpech@sbcglobal.net>, Sarah McKenzie <sarah.h.mckenzie@gmail.com>, "boltonbob@aol.com" <boltonbob@aol.com>, DANA DONOVAN <danadonovan@sbcglobal.net>, Christina Davies <daviesush@gmail.com>, Jonathan Covault <jncovault@hotmail.com>, Peter Meny <plmeny9@gmail.com>

Cc: Dianne Daniels <ushinterndd@gmail.com>, Terry Cummings <revterryush@gmail.com>

Good afternoon everyone. Here is my proposed agenda for tomorrow night's meeting. In separate emails, I will forward you the relevant documents for a few of the agenda items. Please let me know if I have left out anything that you would like included – thanks.

Rob

USH BOARD MEETING AGENDA - 12/14/21 at 6:30pm, via Zoom

6:30pm Check in, All - 10 mins.

6:40pm Opening Words and Chalice Lighting, Rev. Terry - 3 mins.

6:43pm Board Covenant, Rob - 2 mins.

6:45pm Approval of October Minutes, Eve - 2 mins.

6:47pm Approval of Lighting Project for the Sanctuary, Jon, David Newton, Jim Venneman – 10 mins.

6:57pm Approval of Lisa Galinski as Vanco Project Manager, Jon and/or Tina – 10 mins.

7:07pm Acceptance of Council, Treasurer and Minister Reports – 10 mins.

7:17pm Open Discussion – Recap of our Board Retreat on December 9, 2021; Vision for our Congregation-wide Meeting in January 2022; What is our next step? Are we ready to search for a settled minister? – 30 minutes

7:47pm Review of our current COVID protocols – should any changes be made, Rob – 10 mins.

7:57pm Staffing additions and changes in 2022, Terry – 20 mins.

8:17pm Guest Comments - 5 mins.

NEXT BOARD MEETING IS TUESDAY, JANUARY 11, 2022 at 6:30pm.



LIGHTHOUSE ENTERPRISES, INC.

ELECTRICAL CONTRACTORS

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Cromwell, CT 06416

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www.leict.com

CT License 101203/ 123667
MA license 11556-B

Unitarian Society of Hartford	Re: Lighting of Sanctuary	Quote # B21-248
50 Bloomfield Ave		
Hartford, CT		
Attn: Hugh Schweitzer		December 10, 2021

We are pleased to present the following quote for work associated with the above referenced project. Our quote is based on the following scope:

Listed below shall be our Proposed Scope of Work:

- ❖ F/I wiring to customer supplied lighting
- ❖ F/I controls for above lighting
- ❖ Furnish carpenters to disassemble and reassemble wood lattice to assist in the installation of wiring and lighting
- ❖ F/I scaffold to be used during project
- ❖ Provide wiring from panels located in the basement to space behind Ambulatory where we are proposing to install lighting controls
- ❖ No tax on labor and material.
- ❖ No electrical permit

Quote \$25,650.00

Cost for permit if needed \$815.00

Qualifications/Bid Notes:

- ❖ Normal work day schedule consisting of Mon-Fri, 7am-3:30 pm.
- ❖ Mechanical wiring only (no low voltage control wiring, starters, disconnects etc included).
- ❖ Commodity pricing valid thru week's end- copper/ alum wire, PVC/ EMT/ RGC Conduit.

Project Exclusions:

Excavating, Backfilling, Compacting, Cutting and Patching, Painting, Demolition, Site Utilities, Concrete, Overtime, Permits, Engineering, Prevailing Wages, Site Pole Bases, Utility fees, Transformer Pads, Dumpsters, Performance and Payment Bonds, Bid Bonds, Addenda's, Telephone systems, Data Systems, Fire Alarm Systems, Fire stopping, Security Systems, Nurse Call Systems, Site Lighting, Floor Scanning, Plywood Backboards, Temperature Control Wiring, Starters/Disconnects for Mechanical Equipment.

We thank you for this opportunity and look forward to hearing from you. Please do not hesitate to give me a call if you have any questions or need any further information.

ACCEPTANCE:

The undersigned hereby accepts this proposal and, intending to be legally bound hereby, agrees that this writing shall be a binding contract and shall constitute the entire contract.

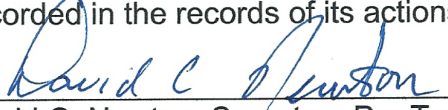
Owner/Customer:	By:
Title:	Date:

Respectfully,
LIGHTHOUSE ENTERPRISES, INC
H. Matthew Holcomb Jr.
President

**Resolution Accepting Lighthouse Enterprises, Inc,
Sanctuary Lighting Bid**

- WHEREAS,** When the Meeting House was constructed, funding was insufficient to install planned Sanctuary overhead lighting, and the addition of the “hockey puck” subsequently, though an improvement, was inadequate, and
- WHEREAS,** Years of efforts to improve Sanctuary lighting have been ongoing including planning meetings, post service discussion of options, votes over choice of fixture designs, and hanging of a sample fixture from the lattice ceiling for several services, and
- WHEREAS,** Solicitation of bids for improved lighting have been delayed several times because of unforeseen issues including the ongoing Covid epidemic, and
- WHEREAS,** Significant funding outside of USH resources is available for the **David Venneman Memorial Lighting Project** of approximately \$37,438 toward the project total cost of about of approximately \$41,800, leaving a contribution from USH existing resources of approximately \$4,330, and
- WHEREAS,** B&G has now received a reasonable bid from Lighthouse Enterprises, Inc. recommended by member Architect Hugh Schweitzer, Partner, of the Firm CHK LLC after customary competitive bid procedures, now, therefore, be it
- RESOLVED,** That the Building and Grounds Sub-Council recommends prompt acceptance of the Lighthouse Enterprises, Inc, Sanctuary Lighting Bid of \$25,650 understanding the USH will purchase the lights for approximately \$16,118, leaving an approximate balance needed from existing USH resources of about \$4,330, and be it further
- RESOLVED,** That the Building and Grounds Sub-Council requests that the Board act promptly at its planned meeting scheduled for December 14, to permit timely ordering of the lights and adherence to the proposed work window commencing January 1st as well as avoiding possible increases in equipment costs.

Approved December 12, 2021, at the Building and Ground Meeting as recorded in the records of its actions.


David C. Newton, Secretary Pro Tem

December 11, 2021

To: Rob Spector
Bob Hewey

From: Laura Cipriano
David Newton

Subject: Renaming Lisa Galinski as Project Manager for USH/Vanco Account

We are herewith requesting that you approve renaming Lisa as Project Manager with Vanco. If you approve, you may so indicate with an email answer to this request.

Background: While Laura and David were working on fixing certain difficulties with our the USH web site, we were particularly concerned that the Vanco connections were proper and benefiting USH to the extent possible particularly as we approach stewardship season. In this process, we contacted Lisa to discuss the history of the connection and various options as she had indicated willingness to author a contribution to the USH-Enews featuring the Vanco possibilities.

Lisa has a comprehensive understanding of the Vanco backend potential and the various modes of making contributions, and design choices for related reports, changes for various events being promoted, and similar matters. This was a result of her considerable work during the last USH administration. We requested, and she agreed, to review these arrangements if she had restored access to back end set up procedures. Our request was to set up base line arrangements likely to be of most value to USH and pass along the "how to" knowledge including, but not limited to, what are called Tile items and Text file contributions methods. We believe these one-time arrangements, for the most part, will be stable thus not making excessive demands on Lisa's time after initial efforts are complete. Lisa will certainly, as expected, work on any necessary incoming reports to USH with Brian and Bob as appropriate.

Thank you for your time and consideration.

(Agreed by electronic means)

Laura Cipriano & David Newton
Web Policy/Editors Division
Communications Sub-Council

EC: Brian Mullan
Tina Davies
Jon Covault
Lisa Galinski

Stewardship

Auction. The Live Auction was well attended and folks seemed to have a bit of fun. In total the 2021 auction generated \$7,170. We had 31 winning bidders for 70 items!! We thank Jon and Mike Covault the auction co-chairs and our team of Ginny Hedrick, Bob Hewey (our lively auctioneer) and Buffie as well as all of those who helped with set up and tear down of tables on Nov 14 auction date and John Bengston and youth for making soup. For comparison, for our 2020 auction we had 28 successful bidders who purchased 42 items generating income of 5,800.

Annual Stewardship. We need volunteers including a chairperson. Jim Venneman and Carolyn Carlson had volunteered to help but Carolyn provided update that due to scheduled medical treatments in early 2022, that she won't be able to help this year. Request sent to the nominating committee chair for names of potential Stewardship chairperson. We should have a proposed budget goals and some specific enhancements to the Meeting House to put forward in conjunction with the campaign.

Arts sub-council

Artist's Way group have been having hybrid meetings on Monday evenings with 8-10 participants at USH in the library interacting with 4-6 at home via zoom with large screen TV monitor. Planning is underway for a local guest artist – Bill Revill to display selection of his paintings and photographs in the ambulatory in January, 2022. Bill is the son of Ellie and Peter Revill who were long time members at USH. Peter was on the Board and Ellie in the choir.

Building and Grounds Committee. Meeting held December 12, 2021

List of capital expenses for new few years to keep in mind were discussed

Replacing carpeting in several of the main floor bays was perhaps highest priority.

Other items to be discussed ongoing basis-

Removal of mold/stains from meeting house roof; Re-sealing exterior concrete; refinishing interior wood work; repair/resurfacing portions of parking; adding omni-directional mic(s) to stage equipment in anticipation of choir back on stage / and to capture sound of congregants singing.

David Venneman Memorial Lighting Project - An acceptable bid has been received from Lighthouse Enterprises, a respected Cromwell company to install previously approved Sanctuary lighting. The installation cost (\$25,650 + permit fee \$815 if needed) together with cost for the lighting units (\$16,118) exceeds restricted funds for the project (\$37,428) by approximately \$5,000. B&G met Dec 12 at which time they reviewed and approved the bid and plans recommending the Board act at their December meeting to allow project to begin.

Live streaming capacity. We have 16-22 logins weekly for Sunday Service Zoom as well as a handful (4-7) who watch live on Facebook and 2-3 on Vimeo. We have received thank yous from some using Zoom who indicate at present unable to join in person. Video streaming will likely be a part of our social communications review recently initiated.

We need volunteers to build a team of 5-6 persons capable creating live productions of Sunday Service. Rick Tsukada and Ed Savage have expressed interest in joining the video production team.

Additional hardware (approx. \$450) will be needed if we want to be able to move key components (remote control camera, video monitors) to Fellowship Hall for services there. For annual meeting, Zoom with large screen TV in Fellowship Hall would be adequate.

Community Within December 2021

Caring Network

The Caring Network wishes to express extreme gratitude for the support Dianne Daniels has provided to the Network and the USH community during the last two years. In the ongoing pandemic, Caring Network kept in touch with members and friends through telephone calls and notes. When pastoral care was needed beyond what the Network could provide, Dianne was always available. She was especially helpful during Valerie Klokow's illness and passing. Her presence was a great comfort to Valerie and her son Xavier.

She also worked effectively with the CN for two Sunday worship services related to the Network's mission. We have been extremely blessed to have her with us the past two years. Surely, she will be an excellent and caring minister. She will be missed here at USH.

(from Janice Newton)

Adult Programs

Those which have continued to meet, or have renewed their activities after USH's opening to in-person gatherings, are doing well. The Book Group, in its most recent meeting, undertook a short exercise of 'appreciative inquiry' and pronounced it satisfying. Artist's Way participants, meeting mostly in-person with generally 4 to 6 others attending via Zoom, enjoy the support and companionship. Saturday Sing-Alongs and the Lunch Bunch are well-attended.

If hosts and facilitators can be found, Connection Circles would be a welcome addition to the ways people can engage with others in small-group settings. Last, one auction item, a Yoga class, may yield potential for an ongoing activity if some of the successful bidders might be interested in a continuing practice. It's USH's general experience that programs such as this are more successful when initiated at a grass-roots level and grow by

word-of-mouth enthusiasm rather than through institutional promotion; this leads to a strategy of encouraging evolution rather than pushing for action.

Communications

In the interest of developing greater congregational participation and momentum around adjusting some of our communications vehicles, I asked David Newton if he would be willing to act as organizer of a multi-faceted team of members. David has extensive history with our various communications vehicles, as well as being an effective project organizer. This would facilitate a quick start for our actions. The premise is to more adequately represent the current status at USH, providing pertinent information but also items of general interest, primarily to our membership but also to the world in general.

Currently there are two primary prongs, with several smaller offshoots. One prong is, to the extent currently possible, cull our eNews of extraneous material and furnish some articles which would attract people's interest and readership. This will be more evident in January.

The second involves a team currently reviewing the website for, initially, items lacking accuracy or currency; removing or changing them where possible, and cataloguing others for more tech-savvy professional attention. Links are being tested and removed or changed when necessary. There is an effort to align our means of conveniently accepting contributions so donors can reliably and easily use an online (or text) giving method. The website is being mapped to better explore how items are related, with the intent of easier and more direct navigation. Ultimately, we hope to encourage a more updated and inviting appearance.

Meeting House Presents

The concerts have been drawing good attendance, including quite a few people unfamiliar with USH. Attendance has been between 35 and 60 people per concert.

Reverend Terry's presence at, and introduction to, the concerts has been welcome. She offers a brief greeting to the audience including an invitation to "stop in and check us out" in a non-performance setting.

The last concert of 2021 will be this Friday, December 17; the final 2 concerts of the season are scheduled for March and April 2022, at which time our new lighting will, it is hoped, be installed.

Respectfully submitted,

Christina Davies
Chair, Council for Community Within

Social Justice Council Report

December 2021

Dana Donovan Chair

Monthly Meeting Dec 7th

Present were Joanne Orlando, Mary Sherwin, Doris Maldonado, Dana Donovan, and Rev Terry.

There were no problems with the zoom this time so we were able to get in a full hour of discussion. The meeting was held early this month to avoid bumping up against the holidays. But future meetings will be scheduled for the third Tuesday of each month. If Covid protocol and weather allows we will start hybrid meetings in January. We will meet in the meetinghouse library with a zoom option for those who wish to attend from home.

There was a discussion about the good neighbor offerings, GNOs. The concern was how are they chosen and by whom. I was decided that for the next few months the SJ council will decide the monthly GNOs. A list of future GNOs will be presented at the congregational meeting in June and the members will be able to decide on which GNOs will be chosen for the coming year. This was followed by a discussion of how should we collect the offerings for the GNOs with the possibility of changing from a monthly to a weekly collection in the future. The details of such a change still need to be worked out but other congregations that have tried this found it to increase the total revenue of their offerings.

Refugee Resettlement: Six members of USH have expressed interest in refugee resettlement and I have directed them to the West End Welcome group, WEW, which has organized to assist IRIS in the resettlement of Afghan refugees in the greater Hartford area. IRIS was told that they would be receiving about 100,000 refugees in CT for each of the 3 months of October, November, and December. But they have already received nearly 400,000 refugees to date and are swamped. Most of them are in temporary housing in the New Haven area. Because of this, WEW have now agreed to support two Afghan families in this area. They have secured two apartments for the families and lined up many services. The first family already arrived last week. It is 3 adult brothers who speak no English. Shari Lanza has let WEW know that she has been teaching English as a second language for some time now and actually has worked with Pashto speakers before. Pashto is the language that the brothers speak.

GHIAA: Core training will be offered again in February. I received a summary of their work over the last couple years and have attached it as a separate document in my email to the board. We still have to organize small group meetings to find out what social/racial issues are most pressing to our members. By the GHIAA guidelines we should try to include about 60 members which would require 5-6 meetings.



We have certainly not been resting! Through faith based organizing (GHIAA), neighborhood organizing, and Freedom School, CLJ has made a tangible impact for justice. You have been a part of our efforts, a part of this work, and we are grateful. Here is a look at what we are doing together. Please consider supporting our work today with a year-end financial gift.



NEIGHBORHOOD ORGANIZING

Our organizing staff works directly with residents in some of our lowest-income, most highly segregated neighborhoods in Hartford to build relationships and learn what is keeping folks up at night. Over the last four years, residents organized and won seven campaigns, including:

- **Reclaiming Irving Street:** Homeowners from Irving Street hit one dead end after another seeking help to reclaim their street. Gun violence, drugs, and property destruction was pervasive. After a homicide on their street in July, residents began to organize. Working with CLJ, they soon found themselves in the room with the mayor, law enforcement, local business owners, and community developers to get at the root cause- including the redevelopment of a blighted park that serves as ground zero for many of the issues plaguing Irving Street. Final plans for redevelopment of this property are due in January with groundbreaking expected in March!
- **Students at MLK Jr. School in Hartford's North end finished their first year in their new building.** This \$111 million renovation happened after a year-long organizing campaign to prevent the school from permanently closing.
- **No More Slumlords:** Prior to 2020, 250 residents were living in literal squalor from HUD and City-funded slumlords. Each of these slumlords had million dollar contracts with HUD. Residents would lose their housing subsidy if they moved, trapping them in horrific housing conditions. Residents organized and fought a two-year campaign and won. All 250 families were relocated at HUD's expense; the slumlords lost their contracts, and were forced to sell.



These properties are in various stages of redevelopment at this point and various class action lawsuits have been filed to seek justice for the residents.



FAITH-BASED ORGANIZING THROUGH GHIAA

All of our faith traditions call us to do the work of justice—the work of changing systems, policies, and laws to lift the forces of oppression in our society. This remains theological poetry if we do not have the power, the skills, and the vehicle for our congregations to actually do the work of justice. GHIAA provides the vehicle for congregations in Greater Hartford to engage in the work of justice and that is what we have done, with significant impact, since 2019, often in partnership with CLJ's neighborhood organizing.



On October 19, 2019, we gathered (in person!) at Central CT State University, 1300 people and 34 dues-paying congregations strong, as we launched the Greater Hartford Interfaith Action Alliance (GHIAA). That night we were not 1300 random people. We came from 34 congregations, organized and in relationship with each other. Today we are 46 congregations!

We had engaged in hours of organizing training, anti-racism training, and listened to one another through house meetings and individual meetings. Out of those encounters, with good research, and courage, unaware of the impending global pandemic, we launched 5 issue campaigns. These issue campaigns were birthed out of the stories we shared with one another and out of the experience and expertise of the resident leaders of the Center for Leadership and Justice's neighborhood-based organizing. To date we have won the following:

- Welfare liens were abolished:** In listening campaigns, we learned from neighborhood leaders of the No More Slumlord Campaign that if they were successful in their lawsuit to receive compensation from the slumlords, they would owe those funds to the State of CT to pay back state assistance they had received at any point in their life. This is called a welfare lien and CT was one of only two states forcing people who received state assistance to carry a lifelong debt, preventing many from ever climbing out of poverty. Lawmakers abolished this practice in CT in the 2021 legislative session, thanks to the power of GHIAA, eliminating liens on tens of thousands of CT residents.
- District-wide anti-racism training for 10 public school districts:** The number one issue that surfaced in GHIAA house meeting listening sessions was racism in schools- across all districts. GHIAA won the commitment of 10 school districts (Avon, Bloomfield, Hartford, CREC, West Hartford, Newington, Farmington, South Windsor, Simsbury, and Manchester) to develop a district-wide anti-racism training plan for all faculty and staff in each district. As a result, over 57,370 students who attend these schools now have teachers and administrators who have some level of anti-racism training. We know there is much work to do, but this was a significant and meaningful step forward.





- **Clean slate legislation passed:** As a result, over 277,000 CT residents will have misdemeanors and certain felonies erased, after remaining crime free for a set period of time, providing greater access to jobs, housing, and education.
- **Racism was declared a public health crisis by the legislature:** This will allow, among other things, state agencies to obtain, track, report on and then mitigate racial inequities that CT residents experience as a result of racism.
- **Right to a lawyer when faced with eviction:** GHIAA supported this issue after experiencing the traumatic and unjust effects of tenants not having access to legal representation when faced with eviction in CT. Residents facing eviction will not be entitled to legal representation with legislation that passed in 2021.
- **Police Accountability:** In the wake of George Floyd's murder, GHIAA responded calling for greater police accountability and, specifically, organized and won a reorganization of Hartford's Police Civilian review board to give it more power and accountability.

These concrete wins on issues of justice are possible because we organized, built relational power, and worked together with a purpose. We will do the same again.



We need your support—help us fulfill our mission.

All of this work takes organized people and organized money. If you are in a position to contribute, please do. **See the enclosed card for three easy ways to give.**

Thank you for your support, passion, and commitment to justice. We believe in freedom, and we know it is possible.

In gratitude,

The Center for Leadership and Justice Team



**CENTER for
LEADERSHIP
& JUSTICE**

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