

521/22

Dear Beth, Cynthia and Linda,

This note is to follow up upon (and confirm) the staff conversations I have had with you over recent weeks concerning our congregational commitment to be supportive, accountable and fair to you as professional staff.

First, I must reaffirm how very lucky we know we are to have such a wonderful and capable team in our employ. We cannot express enough our appreciation for the high quality of your ongoing efforts on behalf of UUCR...simply put you are the reason for much of our success as a congregation, and we thank you!

That said, it is crucial that our congregational duty/performance expectations for your respective positions are accomplished within the restraints of the hours which your individual contracts specify. As I have repeatedly shared with you, I (and we, the Board and I) do not want or expect any of you to work beyond the hours for which you are compensated. Further, if you in the weeks and months ahead find yourself unable to complete your professional work the way you want to in the hours assigned, then together we need to adjust your position's expectations (or find some way to adjust your hours) to bring things back into balance. It is my job as Minister and head of staff here at UUCR to help in this process of hours/expectations balancing if necessary...so please let me know right away if any dissonance of this sort develops or occurs.

In the meantime, please know that every year in the budgetary process we will want to review each of your positions in this hours/expectations regard, to make sure we are being both accountable and fair to all our employees.

Again, thank you for all you do for UUCR. We have an excellent professional team here

we want to keep satisfied...and in place!

6/4/22. President Holly Anderson forwarded a revised set of COVID guides from the COVID Task Force. They were as follows:

Following the installation of the new HVAC system, the COVID Task Force recommends that the Board consider the following changes:

1. Rather than requiring vaccination for all attendees, recommend that all eligible age groups stay up to date with COVID-19 vaccines, including boosters, in keeping with current CDC guidelines.
2. Make the wearing of masks optional. Notify the congregation that the wearing of high-quality and well-fitting N95/KN95 masks will be strongly recommended when the COVID-19 community level is high, as determined by the CDC.

3. Revert back to the building capacity limits for determining the number of attendees for services and meetings. Allow infants and young children to accompany their parents in the sanctuary.
4. Allow eating and drinking in the building.
5. Allow singing without masks.
6. At any time and at all community levels of COVID, any individuals who assess that their personal risk status requires higher levels of precaution are encouraged to continue with wearing high-quality and well-fitting N95/KN95 masks and with avoiding higher-risk activities such as eating, drinking, and singing without a mask indoors.
7. Anyone with known exposure to someone with COVID-19 should wear a high-quality and well-fitting N95/KN95 mask.
8. High-quality masks should be available at UUCR for those who need them, and there should be a process for monitoring the supply and reordering as needed. N-95 and KN-95 masks provide the best protection. Double-masking with an ASTM-3 mask or other 3-ply surgical mask covered by a well-fitted cloth mask provides better protection than just the 3-ply surgical mask, which in turn provides better protection than a cloth mask.
9. Anyone with acute symptoms or a recent positive test result should attend events virtually for at least 5 days after the start of symptoms or the date of the positive test result.
10. Anyone who tests positive or becomes symptomatic shortly after attending a UUCR event should notify the office of the date and event attended so that others can be notified of possible exposure. The service program and the weekly electronic bulletin should include information regarding whom to contact if someone tests positive shortly after attending an event.

**Separate and immediate recommendation for use of the youth room:**

Even before the completion of the full HVAC installation, given that the air exchange rate has already been improved in the youth room, the Task Force recommends that graduating seniors from this year and the past two years be allowed to add their hand prints to the youth room wall.