

UUFM BOARD OF TRUSTEES Minutes, 12/20/18

Members present: Barbara Witt, President; Felicia Wilburn, Vice-President; Naomi Shackelford, Treasurer; Mandy Goheen; John Patton, Secretary; Nordis Smith and Uschi Kling, Members at Large.

Ex-officio: Lynn Hopkins, Minister; Roger Burdette, Coordinator of Religious Education

Absent: None

Note: Unless otherwise stated, all motions were passed unanimously.

BW called the meeting to order at 6:30.

Opening words/chalice lighting

BW stated that this is the longest day of the year and therefore the opening words are by Gregory Jones about "The Solstice."

Selection of time keeper/process observer

RB volunteered as the timekeeper, UK as the process observer.

Minutes of 11/14/18

Minutes were approved.

Announcements/feedback

- 1) BW and LH met with Rhonda Thomason about the Hearts and Minds money. BW suggested that the money could go for lecturers on the fourth Sundays. They are giving us the \$7000, however the OHM money will further the OHM mission. 2005 was the last activity in this account. BW and LH discussed that we could charge for the lectures. BW said she was not going to run a lecture series. JP asked what the group was. It is currently a book club, but was originally a lecture/book group. UU were the fiduciaries and Sandy Loveday did the accounting. We need to consider what to do. Concerns about the money include money with a specific purpose that is a pass through and money that is given for a specific purpose that just sits in accounts. LH says that the money is good for the community and our profile. But someone, or a group of someones, need to be responsible for the money. This discussion will be continued.
- 2) LH had an announcement concerning Board approval of Mandy Goheen for ordination. She said she could not make a motion. FW made a motion for Mandy's ordination as a UU minister and NordisS seconded it. MG said it would

be in partnership with the Church of the Larger Fellowship and she was to submit a letter to them. She said she would submit a copy to us for May 18th. The motion carried.

Reports

Minister

LH said that the challenge still exists for getting the congregation to sit for the beginning of the service.

LH said that the Board needs to be at the by-laws meeting for second hour. MG said that she would be at the auction meeting.

BW said she liked the idea of holding entries of late-comers until the opening hymn.

RE Coordinator

There is no holiday pageant this year.

The RE committee did not meet this week, which was good for him as his granddaughter was born during that time.

An item of discussion for the committee is the splitting of RE into 3 groups. That has not worked out as the attendance in high school/middle school is inconsistent.

They are looking for literature for a second hour group with parents re: raising UU children in the Bible Belt.

Pat and RB are working on locks on rooms for the possibility of a lock-down situation.

Someone expressed interest in working with the children, though no one knows her.

MG asked if there was a policy of people being UU members before working with the kids.

President

BW followed up with concerns of safety and security issues. She said that she was here 18 times since the last meeting, but she is maxed out and has not followed up with the 3 sections of the report. Evacuation, lock down, and shelter in place are the 3 sections. 1 section is filled (RB). She wants a board member to recruit the other two positions. She said she would leave the discussion at the moment as the issue is in old business.

COCO

BW said she was concerned that Jaylen was uncertain about what his responsibilities were. FW said he thinks that LH and Shavonda are doing the homepage updating and he is doing everything else. BW said he needs a list of responsibilities. LH said that she will send a list of what needs to be on the website.

BW said there are concerns on the membership committee and hospitality of people not taking on responsibility.

The Nom Com found a person to chair the greeters.
FW wants to organize a training program for the committees.
BW suggests that we look at committee structure in January. FW said that "Teams" might work instead of committees.
LH said we also need Leadership development training.

Treasurer

Naomi said she added a line for the Janus account.
More money came into the arts and crafts sale from Book Sales. She said we are probably at the end of that.
The HVAC meeting was successful, not only raising the money needed, but also giving us a reserve for future use.
The end of the year campaign raised \$1470 which was the same as last year on the same date.
Naomi said that a statement would be included in the weekly order of service to clarify for the congregation of how the money donated needs to be recorded on the memo line.
LH said that was okay.
Naomi said pledges are down, but the budget is right on target.
LH said that MCC moved out last year which was \$200 a month income.
NaomiS also wants to set up a Stripe account to supplement PayPal.
BW had a question about the P&L statement. She asked about the Arts and Crafts income. NaomiS said that they are under fundraising but are separated in different accounts.
BW asked about the poinsettia sale. Naomi said she had a ballpark amount of \$300.
BW said we aren't bringing in as much money, but our expenses have been lower. She is concerned that we are going to get caught at some point. LH is concerned that we do not have a full month of expense money.
BW did say that we have a new renter, The League of Women Voters. MG asked how we get people in for rentals. BW said there is not a publicity chair or group, which would advertise for rentals.

New business

Congregational meeting 01/20/19

BW said we will be talking about the budget and by-law revisions. This is before the next board meeting. (Question from JP: Is that correct? I thought board meetings are the 3rd Thursday of the month, which would be the 17th.)
NordisS asked about committee structure as an item, and LH said we needed to bring solutions to the meeting, and not problems.
UK asked about building safety. BW said it is a possibility if someone is in charge and has information to share.

Auction

BW stressed how critical the auction is. We need to raise \$15,000. Everyone needs to push for items, classes, etc.

BW said that A32 suggests that the fair market value result should be calculated at 55%. If that is so, we need \$30,000 of offerings. We have paid \$220 to A32, there is a 3% surcharge to both PayPal and A32.

There was discussion of what could be offered. MG spoke about the benefits of the auction site. She has the donation forms ready. She does not know if the form is on the website yet, and will be contacting Jaylen. FW said currently the information is on a "give" tab, and needs to be on the homepage.

BW said that all items need to be in by Jan 10th.

Old business

By-laws revisions

BW said that there was a wide ranging discussion during the Sunday meeting. She said people were reacting emotionally more than pragmatically. They only got halfway through. This must be finished this Sunday. The Board is needed to keep the group focused.

LH said we need to read the revisions and be prepared. She said she is approaching the bylaws in blocks. One block will be wording and punctuation. NordisS said there was discussion about the "Friends" category. MG said that it was good to discuss the work during the Second Hour, as opposed to during the congregational meeting. LH said that if we can't get action on something, we will postpone it.

Safety & Security team

BW said that she laid out the issues earlier, during the President's Report. The current policy is good, but needs implementation. Andre, Pat, and Roger are the committee members. She suggested 3 areas to work on.

- 1) Evacuation (fire or gas)
- 2) Shelter in place
- 3) Lock down (threatening situation)

What she needs are people to take charge of the areas. Roger is doing Lock down. Each of these areas needs a drill. UK said that she will coordinate the timeline.

Mission completion

The charts have been up. We now need to move to the next stage. FW said she will organize that. BW wants the Board to look at it in January, and come to a recommendation.

Thank-you notes

Thank you notes are for: (person writing them in parenthesis)

John Lamb who bought 3 smoke detectors and a lock box. (RogerB)

Les Hernandez for the rooms painted. 6 people came with him. (FW)

Susan Hood for the paint out. (JP)

RB said that Len Daly has died. MG said that we need to reach out to Rita and Katie. This should be handled by Georgia.

The meeting was adjourned at 7:47

Respectfully submitted,
John Patton.