

UUC Board Meeting Agenda
July 11th 2019

7:00 – 7:15

Chalice Lightning, Reading (Steve)
Check-in

7:15 – 7:20

Review and Accept Agenda

7:20 – 7:35 Member Forum – Proposal for new UUC Sponsored Group “NRV Trans* Support Group”

7:35 – 7:40

Approve Consent Agenda:

- Minister's Report
- Administrator's Report
- DLFD's Report
- Previous Meeting Minutes

7:40 – 7:50

Treasurer's Report

Old Business: None (2019-20 budget discussions will happen in August)

7:50 – 8:50

New Business:

- Orientation/logistics for the new Board (Google drive, calendar/general timing, email lists, newsletter, etc)

- Review of last year's long range planning discussions, and goal for this year

- Date and initial thoughts for August Board Retreat (Steve and Pam to plan details), and official August Board Mtg

8:50-9:00

Upcoming:

August Newsletter article -

August Meeting Reading -

Next Board Meeting: August 8, 2019 or combine with a retreat?

UUC Executive Board Meeting Minutes
July 11, 2019
(Approved August 8, 2019)

Present: Reverend Pam Phillips (Ex-Officio), Steve Keighton (President), Wayne Neu (President-Elect), Sandy Power (Treasurer), Nancy Norton (Member-at-Large), David Hundley (Member-at-Large)

Regrets: Nancy Bodenhorn (Secretary), Dan Komisky (Member-at-Large)

Congregation Members Present: Hayden Catlett (accompanied by Erika Graftsky), Linda Pfeiffer

Chalice Lighting, Reading (Steve), Check-in.

Nancy Norton volunteered to take the minutes in Nancy Bodenhorn's absence.

Review and Accept Agenda. Approved

Member Forum

- Hayden Catlett and Erika Graftsky requested that the NRV Trans* Support Group become officially sponsored by the UUC designate. The group has held meetings in the UUC since 2014. Sponsorship of this group is seen as enhancing our Welcoming Community programs, and is especially appropriate in this year when the UUC will be renewing its Welcoming Community status. Sponsorship would entail use of the facilities for activities and sharing of web resources including providing a link on the UUC web pages and, possibly, hosting services for the group's web site. (Further conversation indicated the possible addition of a Welcoming Congregation tab to the blue ribbon on the UUC home page where this might logically be located.) The group qualifies for sponsorship as Hayden is a member of the congregation. The By-laws require that a request for sponsorship be voted on at a subsequent meeting of the Board after a time for input by congregation members. It was decided to include the group's proposal in the minutes as a way of soliciting input (listing contact information for Hayden (haydenkcat@gmail.com, 540-958-6794) and Erika (erikagrafsky@vtg.edu, 540-231-6782) as well as the group's website nrvtranssupport.com and to vote on the request at the August meeting of the Board. [See the very end of this document for the details of the proposal, and how to contact the Board if you have input.]
- Linda Pfeiffer stated her desire, in light of the quality and quantity of Jared's contribution to the congregation's musical program, to see an increase in the salary of the accompanist. During ensuing discussion among the Board members, it was noted that the achievement of a viable children's choir should be a priority

for the choir director this year. Pam was urged to continue to work with Ella on this goal. No decisions will be made on salary adjustments until the August meeting when the Board is expected to have specific numbers from the recently-ended fiscal year included an expected surplus.

Consent Agenda

- There was one question for the minister about whether the Soul Matters program would continue and who had responsibility for this program. Pam sees this program as part of worship and she and Marilyn Dupont will work on it again this year. Feedback from the participants is awaiting review. Registration will begin in August. The link to Soul Matters is via Connect > Small Group Ministries.
- Steve highlighted several programs Pam mentioned in her report from GA as items he would like to put some focus on this year.
- The Board was encouraged to attend the upcoming workshop series on gender inclusion, mentioned in the DLFD report. Pam said the course will be offered more than once and it is expected that a participant will attend all sessions. Pam is also considering involving other liberal ministers in the area in this workshop. Pam will check on whether a percentage of congregation members must complete this workshop in order for our status as a Welcoming Congregation to be renewed.
- Motion to accept the consent agenda was made and seconded. The consent agenda was accepted.

Treasurer's Report Sandy reported that there is about \$4400 in pledges for 2018-2019 that will not be received because the pledgers have moved out of town or are otherwise unreachable. She is currently contacting another 24 pledge units who have not yet completed their pledges, representing a total of about \$10,000 that may still be received by the end of July. The books for the 2018/2019 fiscal year will close soon and Sandy expects to have the final QuickBooks file from the bookkeeper before the end of July. There has been no activity by the Finance Committee since the last Board meeting.

Old Business None

New Business

- Google Drive It was agreed that the new Google Drive access to documents for the Board seems to be working well and is an improvement over the former OneDrive access. It looks like everything has been copied over to Google Drive

from One Drive so that access is no longer needed. Since everything in the Board folder is not up for editing, it is fine to post documents as Word docs or Excel files rather than Google docs. Steve made a folder on the new drive labeled "Agendas and Minutes for Posting" where documents will be placed for Arthur to post on the website. These documents include for each Board meeting: 1) Agenda; 2) Draft Minutes (with DRAFT clearly marked at the top); 3) Approved Minutes (with FINAL clearly marked at the top), and staff reports. Steve will meet with Nancy B. and Arthur to discuss flow of documents to the web site.

- Pam noted that she hopes every committee will have its own Google folder within the UUCNRV main folder. Pam will add the Policies and Procedures document to the Board folder (only Bylaws was there before). *Pam has added that since the Board Meeting* She also encouraged Board members to ask Lisa for a print copy of any documents they feel they need in hard copy.
- Board Calendar Steve reviewed the documents in the Board folder including the Board Calendar which includes one-time tasks as well as recurring meeting and other events. Wayne noted that a task needs to be added to the August calendar to review and renew the status of any existing sponsored programs (in addition to the one proposed earlier in the meeting).
- Newsletter: Steve would like to continue the recent tradition of asking a Board member to write the Message From Our Board column every other month and he will write the column for the other months.
- Long Range Planning This will be a major focus of the Retreat. Steve will work with Pam to get resources/summaries from last year's Board discussions to the new Board well before the Board retreat.
- August Retreat and Board Meeting The Board will have a regular meeting in August on August 8th. After polling the group, the Board Retreat was set for 9:30a-1:0p on August 10 (August 24 as an alternate date). We have been given permission to use the VT Womens Resources Center. Lunchtime is included and more thought will be given to lunch arrangements and the agenda (Steve and Pam)..
- August newsletter: Nancy N. will do.
- August reading: Nancy N. will do.

The meeting was adjourned at 8:55 P.M.

Respectfully submitted by Nancy Norton (substituting for Nancy Bodenhorn)

Consent Agenda Documents:

July 2019 Minister's Report to the Board

Submitted by Rev. Pam Philips

Leads Worship and Officiates Rites of Passage

June's worship theme was Beauty. The members of the writers' group Linda Pfeiffer, Dick Bauman, and Leslie Mathews collaborated with worship associate Earle Irwin and me to create a service celebrating the beauty of poetry, using poems written and recommended by members of the UUC community. I listened to the service while at GA in Spokane and was impressed by the talent of those who read. Ellen Plummer wrote and delivered a terrific sermon the next week, and I appreciated her sending us a video of the congregation while I was at GA. I gave my last sermon before vacation the last Sunday in June. I look forward to hearing others speak in July and am confident that the worship associates will do a great job helping guests weave worship.

Provides Pastoral Care and Presence

I continue to visit with congregants in my office, at their homes, and at the hospital. I've also begun making visits to the regional jail. While many pastoral visits have to do with difficult life situations, such as illness and loss, I've also visited with people making significant life decisions and transitions intentionally and mindfully. One such transition is the aging/saging transition. Karen Hager and I met with Isabel Berney, Linda Pfeiffer, and Bobbie Littlefield to make plans for lifespan faith development programming. I'll be using some of my study leave to investigate curricula other congregations have used, in addition to creating new forms for those who would like to discuss end-of-life and memorial service plans with me.

Encourages Spiritual Development for Self and Others

Our trip to Washington state for General Assembly in Spokane offered many opportunities for attending worship, including a visit to the UU congregation in West Seattle. I'm also looking forward to attending worship during my month of vacation/study leave. This time will also provide me with time for reading and reflection.

Witnesses to Social Justice in the Public Square

We participated in public witness at General Assembly, calling for "Smart Justice" in the Spokane jail system. We passed the Statement of Conscience on the Corruption of Our Democracy (still looking for a link for those who would like to read it). The assembly also passed three Actions of Immediate Witness (AIW's). We as member congregations are encouraged to act to:

[Build the Movement for a Green New Deal](#)

[Support Our First Amendment Right to Boycott on behalf of Palestinian Rights](#)

Protect the Rights of Immigrants and Asylum Seekers

I look forward to participating in the Lights for Liberty event on Friday, July 12th, protesting the treatment of immigrants and asylum seekers at the US border. I encourage members of UUC to attend as well.

Leads Administration

I'm in the midst of staff evaluations, having completed one for the administrator and choir director, and will meet with the director of Lifespan Faith Development and the pianist in August. My apologies for not completing and reporting on these evaluations earlier.

Among the workshops I attended at GA were ones on leadership development and building a campus ministry which I hope will prove useful in the year ahead.

Serves the Larger Unitarian Universalist Faith

On August 18th, the Sunday service will focus on General Assembly; delegates Rev. Jamie McReynolds and Steve Keighton and I will share our experiences and impressions. I also attended UU Minister Association meetings during Ministry Days, which included voting on new guidelines for accountability for ministers. The discussion of guidelines was passionate, and we will have a year of study before final passage.

Leads the Faith into the Future

I'm pondering how best to fulfill this aspect of ministry.

Time away from Blacksburg

July 19-27 –Visiting family at a lake in the Columbia River Gorge in Washington.

I will be available by phone/email for emergencies. Lay Pastoral Care Ministry co-facilitator Jennifer Mercier will also be able to field pastoral emergencies.

DLFD Report to the Board – July 2019

Submitted by Karen Hager, Director of Lifespan Faith Development

Registration

Registration is open. 42 families have registered to date. We will begin processing registrations at the end of the month.

This Month

- Summer RE continues with Holidays & Holy Days, Summer Edition for grades K-5, and Sunday Fundays for PreK.
- We held 2 new Adult RE classes in June, both under the theme of Personal Spiritual Practices. Nancy Norton led a class on UU Prayer Beads, and Diane Jackson led a class on Labyrinth Meditation.
- We are beginning planning for the six-session class, Transgender Inclusion in the Congregation, an Adult RE class in support of our Welcoming Congregation renewal. Class will be held twice a month, September through November, finishing before our Transgender Day of Remembrance service. Classes will be co-facilitated by Hayden Catlett, Jennifer Mercier and Rev. Pam. I urge all Board members to attend!
- The Adult RE program for 2019-20 will include:
 - Community Conversations
 - Social Justice Film Series (co-sponsored with Social Justice Ministries)
 - Exploring Unitarian Universalism (with Rev. Pam)
 - Exploring World Religions (with Rev. Pam)
 - The Shared Pulpit (with Rev. Pam)
 - Transgender Inclusion in the Congregation (co-sponsored with the Welcoming Congregation Team)
 - Money Empowerment Discussion Group
 - Spiritual Aging
 - Continuing groups: Conversations on Our Faith, Sunday Circle, Anti-Racism Discussion Group, and the Meditation Group.
- The 2019-20 Fall LFD Prospectus has been finished; please see the new prospectus at https://uucnrv.org/uucwp/wp-content/uploads/lfd_prospectus.pdf.
- LFD has purchased a 55" smart TV for classroom use and will be hanging it downstairs in classroom 3. The TV is needed to fully utilize the newly revised *Holidays & Holy Days* curriculum. The TV will also be used for the congregation's children's parties for the auction and Volunteer Appreciation Childcare. Other meetings using this room will be able to use the TV for presentations or video viewing. We plan to hook up a DVD player and have an accessible cable for connecting laptops.

Please note: Due to changing class sizes, we will be switching the Gr. 2-3 and Gr. 4-5 classes this fall. This means that in mid-August, we will be moving the largest chairs into classrooms 3 & 4; classroom 5 will have the chairs currently in 3/4. Adults meeting in classroom 5 may use the rolling stack of chairs located in the closet, if they wish to have larger chairs.

Professional Development

- My work continues with the UUA Credentialing program.

Upcoming Dates

- 7/28: Community Conversations begins
 - 8/17: Fall Children's RE Teacher Training
 - 8/18: Last day of Summer RE; Ice Cream Social after the service
 - 8/25: Multi-generational Water Service
 - 9/1: No regular RE; children attend Family Service with parents
 - 9/5: Transgender Inclusion in Congregations class begins
 - 9/6: Social Justice Film Series resumes
 - 9/8: Children's RE begins; YRUU begins
 - 9/20: MSYG begins
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Administrator's Report to the Board
July 11, 2019

Committee Meetings: Attended Auction Committee meeting last month. Wonderful to work with great co-chairs who are organized and on schedule.

Pledges Owed from 18-19: We still have \$10,170 in pledges that have not been paid that I believe should be. There's also about \$4400 in unpaid pledges that are not collectible as the donors have moved away, left UUC, or stated that they will not be able to pay. I will send the list of those who owe to Sandy on Friday after checking the mail one last time for late checks, and she will email each person asking if they will be fulfilling their pledge. Hopefully much of the money will come in.

Bookkeeping for 18-19: Invoices are still coming in for 2018-19. Books will close July 31 for last fiscal year. Current pledge total for 2019-20 is \$322,024.

Board Webpage Update: New members – please do get me your bios and a picture (head shot preferred) ASAP so I can update the Board webpage (request previously sent via email). You can check the page to see what others have written at <https://uucnr.org/about/our-elected-leaders/>. This differs from your message of why you accepted the nomination that appeared in the message to members about the annual meeting.

Attendance/Members: See online Google Doc.

Time off: I will be taking time off July 12-20. Will be checking emails, and Isabel Berney is doing the bulletin for July 21.

Proposal for new UUC Sponsored Group

(note: we only have one other UUC Sponsored Group at this time: 50+ Singles)

Presented at Blacksburg UUC Board Meeting

July 11, 2019

NRV Trans* Support Group

The mission of the NRV Trans* Support Group is to offer support, resources, and social activities to all transgender and gender non-conforming individuals in the New River Valley in a safe, anonymous, and affirming environment.

Who We Are

Youth & Families Group: Meets 7:00 - 8:30 PM every 4th Tuesday. Welcomes transgender and gender-questioning youth and members of their families to meet with peers and mental health professionals as facilitators.

Adult Group: Meets 7:00-8:30 PM on the 2nd and 4th Thursday of each month. Welcomes adults who are transgender or exploring their gender identity to meet with peers and peer facilitators.

Group Needs:

- Meeting space for a maximum of 7 hours per month (group meetings and administrative meetings).
- Web page. The webpage is a vital tool for individuals to learn about our group. New attendees need to contact us in order to get the location of the meetings, so online access is imperative. The facilitators are currently supporting our web presence, but cost savings in this area would be valuable to our group.

What We Do

Our group endeavors to create a space where individuals can safely share their gender identity and expression without fear of judgment and with the assurance of privacy. We seek to be a support to those in the NRV community who often lack adequate resources to flourish as equal members of society.

Our group is based on open discussion and support--not group therapy or unsolicited advice. We offer resources regarding the many aspects of transition and exploration of gender identity. Because social isolation is endemic in the trans* community, we seek to bring trans* individuals together in social activities where they can feel safe and supported.

Contributing to a Welcoming Congregation

To this end, we feel we meet the principles and mission of the UUC as follows:

- We actively promote the dignity and inherent worth of every person.

- We welcome allies as a much-needed and greatly appreciated part of our community, in the belief that we can all benefit from greater understanding of one another.
 - We practice radical acceptance of each person who attends our groups-- there is no single narrative or set of characteristics that dictate gender identity or expression. We honor each person's journey as their own.
 - Our leadership roles are designed to create an open, accepting and safe environment. Our facilitators focus on the physical safety and the mental and emotional well-being of all members. We strive to connect attendees to other community resources and contribute to the growth of an affirming community through networking, training, and community building..
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If UUC Members have any input to the Board on this proposal please send them to adresstheboard@uucnrv.org by August 8th. Thank you!