

UUC Board Meeting Minutes
September 10, 2020
Accepted unanimously on October 8, 2020

Members in attendance (via Zoom): Wayne Neu, Bob Stimson, Nancy Bodenhorn, Meredith Hundley, Pam Phillips (ex-officio), Mindy Quigley, Brandie Lemmon,

Chalice Lighting, Reading: Mindy Quigley

Check-in

Discussion: meaning of meeting rituals

Review and Accept Agenda – accepted unanimously with addition to new business of DLFD request made in monthly report.

Approve Consent Agenda: - accepted unanimously.

Minister's Report

Administrator's Report

DLFD's Report

Previous Meeting Minutes

Treasurer's Report – Meredith (Treasurer) reported that the mortgage rate reduction document has been signed and returned to the bank. This change will result in approximately \$500 less in mortgage monthly payment. Meredith is working on creating a report that might be considered an executive summary of the Treasurer's report that will be informative and helpful.

Old Business

- Building closure discussion – COVID cases continue to rise in the county, so we do not anticipate reopening the building in the near future.
- Policy and Procedures Manual review. Wayne (President) has updated most of Section I of the Policies and Procedure Manual incorporating the suggestions from last year's Board comments. Most changes are clarification and streamlining, and some reflect the current practices in the congregation. The Board accepted the suggested changes that have been completed, recognizing that some sections need to be reviewed by DLFD and Administrator. Board members are grateful to Wayne for this ongoing work.

New Business:

- Sponsor Ellen Plummer as Aspirant Minister. Board voted unanimously to sponsor Ellen as an Aspirant Minister.
- Minister Evaluation process and meeting – Date to meet to complete Pam's evaluation together was tentatively set for Sunday September 20 at 5:00. Board will complete the evaluation separately and bring together.
- Review Board Goals and Covenant – Brief discussion of an additional Goal statement, will continue to formulate the covenant document.
- DLFD mileage request – budget reallocation. DLFD and Assistant will be driving to each of the RE families to deliver material for the virtual RE Sunday classes. DLFD suggested reallocating some of her

Professional Development funds to travel funds for this. Board voted unanimously to accept this reallocation and expressed gratitude for the work and willingness to consider alternative ways to utilize funding.

Upcoming:

Newsletter article (due 9/24) – Bob Stimson

Next Meeting Reading – Brandie

Next Board Meeting: Oct. 8, 2020

Check-out (How'd we do?)

Meeting adjourned at 8:50.

UUC Board Meeting Agenda

Date: September 10, 2020

7:00 – 7:25

Chalice Lighting, Reading (Mindy Quigley)

Check-in

Discussion: meaning of meeting rituals

7:25 – 7:30

Review and Accept Agenda

7:30 – 7:35

Member Forum

7:35 – 7:45

Approve Consent Agenda:

Minister's Report

Administrator's Report

DLFD's Report

Previous Meeting Minutes

7:45 – 8:00

Treasurer's Report

8:00 – 8:30

Old Business

- Building closure discussion
- Policy and Procedures Manual review (vote)

8:30 – 8:50

New Business:

- Sponsor Ellen Plummer as Aspirant Minister (vote)
- Minister Evaluation process and meeting
- Review Board Goals and Covenant

8:50 – 9:00

Upcoming:

Newsletter article (due 9/24) – Who

Next Meeting Reading – Who

Next Board Meeting: Oct. 8, 2020

Check-out (How'd we do?)

* Items in **bold** are to be reviewed before the meeting

Leads Worship and Officiates Rites of Passage

The worship in August included a report out from General Assembly, co-lead by delegates Wayne Neu and Jamie McReynolds. It was wonderful to share part of the annual Service of the Living Traditions sermon and a moving rendition of Come Sing a Song with Me in the service. We also celebrated our annual water service with photographs sent in by congregants and special music provided by Emma's Revolution and some videos. We secured permission from the creators to share these videos, and I'm especially excited that we may be able to have Emma's Revolution come "live" to a service later in the year.

The big news in worship is that we are now broadcasting from the sanctuary of UUC. There have been some technical challenges that we are working to fix—including dealing with light from the wonderful windows that make it hard to find spots to stand—but the ability to light our chalice and candles of hope and remembrance on the special table make up for the challenges. We had a child light and extinguish the chalice from home this past Sunday and hope to invite much more participation as the year progresses.

We've started back up with the Soul Matters themes—this month is renewal.

I participated in the Backpack/Parent/Teacher Blessing Karen Hager put together.

I've had several requests for fall weddings (outdoors/socially distanced) and have enjoyed meeting with the couples.

Provides Pastoral Care and Presence

Given the state of the world, we decided to include a pastoral reflection as part of our water service, and our Wednesday gatherings give us another opportunity for caring for one another. The different support groups (caregivers, parents bereavement, transgender) continue to meet on-line. I've been able to provide some financial support to people, thanks to the Community Assistance Fund. Most of my pastoral visits have been on Zoom, telephone calls, and even texts. I'm grateful for all the technology that makes it possible to stay connected.

Encourages Spiritual Development for Self and Others

We focused quite a bit on the Soul Matters materials and small group program in our first September worship. I recognize that some felt that it was too much focus, but I believe that this year, more than any other, these groups will help people stay connected with UUC. Marilyn DuPont and I met with the prospective facilitators for training and will assign people into groups on September 12th, so groups will start meeting soon. So far, we have approximately 30 people signed up, with the deadline at the end of the week. However, we will encourage groups to keep an "open chair" if people want to join later in the year. I encourage board members to sign up for a group.

Witnesses to Social Justice in the Public Square

I was able to attend Virginia Organizing's Grassroots Gathering this year because it was held over a week on-line instead of in person over a weekend. I attended workshops on dismantling racism in the schools, holding decision-makers accountable, and reforming the criminal justice system. It was good to gather with activists from across the country, and fun to attend the 25 year anniversary and talent show.

Barbara Taylor and I have been meeting to plan how the anti-racism group might introduce the [8th Principle](#) to the congregation for consideration. I've also had an offer of a donation of Black Lives Matter and Rainbow banners for inside the building. I'm hoping to bring those offers to the folks in the

congregation who have expressed interest in racial justice and renewing our Welcoming Congregation status/certification before bringing the offer to the board.

Leads Administration

I met with the Connections Committee for the first time in months, and we had good discussions about how to do on-line what we usually do in person. We have scheduled two newcomer orientation sessions for October, will initiate a weekly Monday Meet-Ups social gathering on Zoom, and have some good ideas on how to change the coffee hour breakout rooms on Sunday mornings.

I've met with the Auction committee to talk about their progress and plans for the rest of the year. We are meeting later this week to talk about what I hope will be a fun fund-raising event in October. The fact that they are already 21% the way to their goal is laudable.

Kris and Amanda Hite have offered to partner with the congregation in upgrading our playground equipment, which is a good reason to get the playground committee together. I will be putting that meeting together in the next month.

As the building has been unused for some time and will probably remain so in the coming months, I will be asking the building committee to meet to discuss any maintenance items that we should be doing while it is empty.

Serves the Larger Unitarian Universalist Faith

I've continued to meet with the Blacksburg Ministerial Association through the summer and invited the two new Methodist pastors in town to join us. I met with Rev. Mandy Newman, who is serving at Edges, and hope that we can find opportunities to work together. I've also had the chance to meet with a pastor in Radford who has an LGBTQ+ friendly ministry. As part of my work with the NAACP religious affairs committee, I had a conversation with Rev. Ryan Schaeffer from Asbury and Fieldstone Methodist churches. Especially in the area of racial justice, I'm hopeful that we can get involved in more interfaith activities.

One of the ways we serve the larger movement is encouraging the formation of new ministers. I've been grateful to support Ellen Plummer as she pursues her theological studies, and she is now pursuing aspirant status with the Ministerial Fellowship Committee. She is asking the board to commit to this congregation sponsoring her. From the form: "Sponsorship of an applicant indicates confidence in the applicant's potential and suitability for UU ministry. The Ministerial Fellowship Committee and the Ministries and Faith Development Staff Group will regard congregational sponsorship as evidence that the person seeking fellowship is actively committed to Unitarian Universalism and the institutions which uphold our faith tradition." I encourage the board to vote to sponsor Ellen.

Leads the Faith into the Future

As always, the conditions created by COVID are always encouraging us all into the future. I especially look forward to finding new technological answers to challenges.

Administrator's Report to the Board
September 10, 2020

New Directory: In the next month or so, the directory will be updated. This includes an annual update to the "Who are your UUC neighbors" file. The updated directory will be in the member area of our website and is updated quarterly. You can download the directory to your desktop, and quarterly updates get included with the weekly announcements. Since March when our services started being via Zoom, we have only had 6 new individuals/couples/families receive a welcome letter after attending 3 services.

Committee Meetings: Attended Auction and Connections Committee meetings recently. Be sure to get your auction donations in, visit the website to bid on items, and plan to attend the October 24 online event that is currently being planned – possibly a talent show. Jim Flowers and Ashley Spinks have agreed to serve as hosts. By now you are hopefully aware of the new Monday Meet-up set up by the Connections Committee. Join the Zoom conversation some weeks and enjoy chatting with other UUC folks. Hopefully this will be successful and provide another opportunity for UUs to connect.

Annual Timeline: Usually by this time, the annual timeline for the coming year is done, but due to not knowing what is actually happening this year, I am just now starting to work on it. Will have it in the Board resources folder shortly.

Hand Sanitizer dispenser: The second automatic dispenser is here, and Dick Luke will hang it on the wall just inside the accessible entrance shortly. Of course, with the building closed, it won't be used much at this point.

Attendance/Members: See the Google Doc.

DLFD Report to the Board – September 2020

Submitted by Karen Hager, Director of Lifespan Faith Development

Registration

To date, 50 families, representing 88 children and youth have registered. As expected, those with Nursery age children with no online program are not registering. The breakdown by class is:

- Nursery: 2
- PreK: 11
- K-5: 35
- Middle School: 19
- High school: 21

Children and Youth Programs

- All registered families received a delivery in August of a chalice kit that families can make and decorate together, along with the history of the chalice. Children and youth will be able to use their chalices as they take turns lighting the chalice for classes and meetings. Families can also use their chalices for rituals at home.
- The August delivery also included charms for the backpack blessing, teacher blessing and parent blessing. An online blessing was held at the end of August, followed by an optional parent meeting.
- Three sessions of RE teacher training were completed at the end of August. All teachers this year have taught in previous years. We have three 4-teacher teams.
- A planning meeting was held with YRUU and YAC advisors. With online meetings being so new and unfamiliar to youth, adults are planning on taking a larger role this year, ensuring at the same time that youth empowerment is retained.
- OWL teachers met to discuss the UUA guidelines concerning Our Whole Lives and online classes. We are not able to hold OWL online, per the UUA. We have officially moved the entire program back one year. This will impact those children in 1st and 5th grade this year. For those parents, we are offering a copy of *The Parent Guide to Our Whole Lives* and a copy of *It's Amazing* for 1st graders or *It's Perfectly Normal* for 5th graders; this is an opt-in offer.
- LFD is holding a Scavenger Hunt in the month of September to encourage families to visit our grounds. The first clue was sent to parents; 25 clues successfully followed them will take them to a small gift of a compass for children and youth to help navigate the coming year.
- Adult programs: Sunday Circle, Anti-Racism Discussion Group, Meditation, Conversations on Our Faith and Bridging Conversations all continue this fall. Pam and I are discussing other offerings, including the possibility of utilizing those offered by other UU congregations in our cluster.
- As all classes and meetings begin Sunday, September 13, the remainder of time has been spent on preparing for fall. September will be our largest delivery month, with 86 children and youth receiving deliveries of supplies or welcome gifts. We are planning to deliver on Labor Day.

Board Guidance Requested

Rachel Craine and I will be completing the monthly deliveries of supplies to our children this year; consequently, we are both going to be putting significant mileage on our personal vehicles. We are both entitled, as staff, to receive 57.5 cents per mile, based on 2020 IRS guidelines. Although I have never taken this reimbursement before (I have always donated the amount back to UUC), we both do intend to request reimbursement this year.

We are using MapQuest Route Planner to help us to optimally plan our routes. MapQuest provides a mileage and IRS estimate, along with the route. We will be able to submit an itemized list of stops with mileage shown between each leg.

My estimate for this reimbursement is about \$400 for Rachel and about \$330 for me, for a total of \$730 this year. As our budget request was submitted prior to the pandemic, this was not included in our budget, although I believe that we can cover it in this year's budget by moving money to other line items or through my professional development money; the professional development fund is where I would normally itemize mileage reimbursement.

Board guidance requested: I would propose that we take reimbursement for both Rachel and me out of my \$2000 professional development budget. With travel being off the table for now, I am not likely to spend this full amount this year. Does the board agree with this proposal, or would the board prefer that Rachels' reimbursement come from the Children's RE budget instead?