

UUC Board Meeting Agenda  
September 9 2021

7:00-7:15

Chalice Lighting, Reading [Gene]  
Check-in

7:15-7:20

Review and Accept Agenda

7:20-7:30

Member Forum

7:30-7:45

Approve Consent Agenda:

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

7:45-8:00

**Treasurer's Report**

8:00-8:25

Old Business

- Reopening discussion
  - What would trigger us to close/go back to virtual? For services? For RE?
  - Positive attendee notification
- Social Witness Policy & Process Discussion

8:25-8:50

New Business

- [Board Covenant](#)
- [Board Goals](#)
- [Solar Panel Contract](#)
- Oversight of Offering
- Weekly Building Cleaning Budget & Provider

8:50-9

Upcoming:

- Checkout: Did we abide by our Covenant?
- Next meeting: October 14
- Newsletter article (Who?)

- Reading for the next meeting?

\*Items **bolded** are to be reviewed prior to the Board meeting

APPROVED - 10/14/2021

UUC Board Meeting Agenda  
September 9 2021

[Zoom Link](#)

In attendance: Brandie Lemmon, Gene Gardner, Nancy Bodenhorn, Bob Stimson, Karen Hagar, Stephen Henninger, Rev. Pam, Paul Quigley, & Meredith Hundley.

Chalice Lighting, Reading  
Check-in

Review and Accept Agenda

*Bob added an item, regarding supporting Alan Moore's legal fees, to the new business. This was approved unanimously.*

Member Forum

*No members were present.*

Approve Consent Agenda:

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

**Treasurer's Report**

*A change to the amount of end of year surplus from the previous fiscal year, approximately \$75,000. Likely to be a recommendation at a future Board meeting from the Finance Committee regarding surplus funds allocation. The Finance Committee is hoping to do an independent review of financial documents.*

Old Business

- Reopening discussion
  - What would trigger us to close/go back to virtual? For services? For RE?
  - Positive attendee notification
- Social Witness Policy & Process Discussion

*Montgomery County Public Schools (MCPS) is doing everything they can to keep students in school. The vast majority of our Religious Education students are from Blacksburg schools. Karen shared that there is some concern regarding the amount of volunteers week to week and the success of the RE program. Background checks and trainings can happen for new faculty fairly quickly.*

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*Should RE need to close for any reason, services could continue. Karen and Rev. Pam have already begun discussing adding multigenerational aspects to services. Rev. Pam discussed that services should continue, unless Rev. Pam or worship associates feel unsafe. We should also continue monitoring attendance numbers to determine if in-person services continue.*

*Paul shared that he supports Rev. Pam's idea that we continue to monitor daily numbers in addition to service attendance. Karen asked the Board to require all attendees to Sunday morning services wear masks when kids are present.*

*When discussing positive test notification, the Board discussed asking Congregants to inform the person in charge of the activity or Minister so the Congregation can be informed of potential exposure. Karen has specific language that will be used to inform the guidance.*

*The Board unanimously adopted the following:*

- *The Board will continue to monitor COVID cases weekly to inform decisions regarding in-person services and Religious Education. In addition, the Board will monitor MCPS, specifically Blacksburg, schools to inform decisions regarding in-person RE.*
- *The Board is requiring that masks are to be worn, both inside and outside the sanctuary, before, during, and after services when children and youth are present.*
- *The Board is asking Congregants not to attend in-person gatherings, meetings, services, or religious education if anyone in their household is experiencing possible COVID-19 symptoms or if any family member has been exposed to someone who has tested positive for COVID-19, for 14 days or a negative COVID test taken at least 5 days after the exposure. As part of our Covenant with each other, Congregants are asked to notify either the person in charge of the activity or the Minister of a positive COVID test result after attending an in-person gathering associated with UUC so the Congregation can be informed of potential exposure.*

*Stephen shared that Gene and he reviewed the Social Witness policy and will come to the October Board meeting with a formal proposal to update the Social Witness policy to better define when the Congregation will issue a Social Witness.*

New Business

- [Board Covenant](#)
- [Board Goals](#)
- [Solar Panel Contract](#)
- Oversight of Offering
- Weekly Building Cleaning Budget & Provider
- *Request for Board support to send link to Congregation regarding legal fees for Alan Moore*

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*After making slight edits, The Board unanimously adopted their [Board Covenant](#) and [goals](#).*

*When discussing the solar panel contract, the Board felt that the contract needed to be reviewed by a lawyer. Rev. Pam identified Virginia Interfaith Power & Light as a potential legal resource. Bob will reach out to them and other legal entities to review the Power Purchase Agreement.*

*Rev. Pam shared that there is concern that there is no oversight for the weekly offering accounting. The Board is asking the Finance Committee to develop a process to appropriately monitor the weekly offering accounting.*

*The Board discussed the weekly cleaning budget and provider. The Board voted to increase the weekly cleaning budget to \$6,750 to account for weekly cleaning as the original budget was for cleaning every other week. Meredith provided guidance that we will know where the best adjustment is in the budget later in the fiscal year.*

*Dick Bauman requested that the Board share a link so Congregants can donate to Alan Moore's fine for his civil disobedience protest of the Mountain Valley Pipeline. The Board voted to have an announcement be sent out with the link to where and how people can donate.*

*The meeting was adjourned for the executive session at 8:31pm. The Board convened again at 8:55pm from Executive Session after discussing a personnel matter. No votes were taken.*

Upcoming:

- Checkout: Did we abide by our Covenant?
- Next meeting: October 14
- Newsletter article (Who?) Stephen
- Reading for the next meeting? Nancy

\*Items **bolded** are to be reviewed prior to the Board meeting

September 2021 Minister's Report to the Board  
Submitted by Rev. Pam Philips

Leads Worship and Officiates Rites of Passage

After August worship services ably led by worship associates Ellen Plummer, Kimberley Homer Victoria Taylor, and Alyssa Short, we embarked on the brave new world of dual-platform worship the last Sunday in August. Much gratitude to Will Schneider, Bob Stimson, and Gene Gardner for getting all the technology equipment up and running to make this possible. The two television screens are wired into the sound room, as is an ethernet connection (the need for which became abundantly clear when our bandwidth on wifi was unstable), and the camera has been mounted outside the room. Gratitude to Jamie McReynolds for running the AV technology that first Sunday, and to Stephen Henninger the second Sunday.

We have been committed to making the experience as enriching for both in-person and online participants and creating a sense of connection between those on both platforms. We have encountered some technical difficulties, but none that were insurmountable. There were almost equal numbers of participants the first Sunday, but the next week there were three times as many online than in person (a function of the Labor Day holiday weekend, and also likely due to news that one person attending the August 29<sup>th</sup> service tested positive for COVID the following day, as well as the rise in cases in Montgomery County).

Last month I requested the board establish a cut-off number of COVID cases that would require us to cancel in-person worship. If the board is willing to make a determination each week, that is fine. We will continue to broadcast services from the sanctuary (as we have since last September, except on snow days), whether congregants are there or not. I hope that people will find online worship satisfying enough that staying home when they don't feel safe or well doesn't seem like a hardship.

This past Sunday, the worship associate and I took off our masks when we were speaking at the pulpit so people with hearing difficulties could read lips. Linsey Marr contacted me about this and recommended that everyone always remain masked. I have ordered transparent masks, but they will not arrive for a few weeks.

We have had two more memorial services—for Bill Patterson and Nancy Gardner. Both included spreading ashes at special trees on the grounds.

Provides Pastoral Care and Presence

It was good to make some pastoral visits the first week of August after time away, and I am catching up with folks now that I've returned.

Encourages Spiritual Development for Self and Others

We've had over forty people sign up for Soul Matters small groups, which will begin later this month. Now that we have begun dual-platform worship, which took an inordinate time to set up and kick off, I will have time to attend to adult faith development opportunities. Spiritual Aging will begin again on October 3<sup>rd</sup>.

Witnesses to Social Justice in the Public Square

Barbara Taylor and I met to discuss anti-racism efforts in the congregation. I'm looking forward to worship services that will include delegates to the UUA General Assembly and UUC's Strategic Planning Committee as they will both involve ways that we as a congregation can live into our mission and vision in regard to social justice.

### Leads Administration

Staff has been concentrating on the start of the church year.

The communications committee has met twice and are getting together plans to improve communications internally and externally. Having announcement slides before the service seems to be working well.

I attended the Connections committee, and we are planning a newcomer orientation this fall.

The Stewardship committee is poised to have a new chair or co-chair; I'll be meeting with the leaders Thursday in anticipation of the first Stewardship meeting later this month.

As we anticipate the administrator position opening up this year, we should repopulate the personnel committee as needed (one person has left and I need to check with the two remaining to see if they can continue).

### Serves the Larger Unitarian Universalist Faith

I've been gearing up for a new year with the Joseph Jordan Cluster of religious professionals. We were planning to meet in Richmond this month, but the impact of the Delta variant has caused us to reconsider. We'll be meeting on Zoom.

### Leads the Faith into the Future

Our foray into dual-platform worship—with all the technology and rethinking liturgy it requires—is my focus on the present and the future.

I'm excited for the social media plans the communications committee is discussing, particularly starting an Instagram account.

**Administrator's Report to the Board  
September 9, 2021**

**Memorial donations to UUC:** We recently received \$100 in memory of Carl Pfeiffer and \$100 in memory of Stephanie Gilmore.

**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.

**Annual Timeline:** I will be working on this shortly and will upload to the Board resources folder when finished.

**Vanco Update:** Vanco, our online giving platform has updated one of the giving options – Give Plus which is done using a cell phone app. This will now be called Vanco Mobile and requires downloading a new app. Text to Give and Vanco Online remain the same. I have set up our Vanco Mobile account and will send info to congregation shortly – once I figure it all out.

**Attendance/Members:** See the Google Doc. Note that through Aug. 22, the numbers reflect the number of computers logging in via Zoom and not the actual number of people. As of Aug. 29, the numbers reflect those attending in person plus number of computers logged in via Zoom.



## **DLFD Report to the Board – September 2021**

Submitted by Karen Hager, Director of Lifespan Faith Development

Registration numbers to date:

- 57 families have registered to date
- 89 children and youth
  - Nursery: 8
  - PreK: 10
  - Gr. K-1: 9
  - Gr. 2-3: 10
  - Gr. 4-5: 9
  - Gr. 6-8: 18
  - Gr. 9-12: 25

### **Children and Youth Programs**

- RE Teacher and YRUU Advisor training was completed with all teachers and advisors. Because of the many changes in our normal procedures forced by COVID, all 17 teachers were required to view our revised online policy training video at [https://youtu.be/Zdr\\_6zUys\\_c](https://youtu.be/Zdr_6zUys_c).
- Jim Kern has joined LFD as a YRUU Advisor.
- Most of the month has been spent prepping for the revised class plans. I met with Susan Baker on plans for using the grounds with Children's RE and received enthusiastic support.
- We have also started a new Family Activity inviting families to host our garden gnome for a week this fall. The plan is to drop off the gnome and ask the family to take photos of their adventures. The photos can then appear on the Facebook page for all to enjoy.
- Welcome bags have been prepared for all children, youth, teachers, and advisors to kick off the RE year and welcome everyone back. The backpack blessing and a logo'd water bottle were included in the bags. Bags will be delivered before the first day of RE/YRUU. Detailed information on changes due to COVID has been included for parents/guardians.
- RE will begin employing a two-name tag safety system for checking in children on Sunday mornings. Parents/guardians will receive a name tag matching their child's and must be wearing it to pick up their child from class.

### **Board Action**

LFD requests that the Board officially change the masking policy (for the time being) to require that masks be worn by everyone, vaccinated or unvaccinated, on Sunday mornings, both indoors and outdoors, due to the likelihood of adults being in proximity of unvaccinated children after the service releases.