

APPROVED - 11/11/21

UUC Board Meeting Minutes
October 14th 2021

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

Chalice Lighting, Reading
Check-in

Bob called the meeting to order at 7:04pm. Nancy offered a reading. Bob lit the chalice.

Review and Accept Agenda

Bob added to the new business a choir rehearsal request. The Board accepted the agenda.

Member Forum

Wayne offered a report on his work on his policy review. Wayne is in the process of going through and suggesting updates to the policy and procedures, including formatting. Wayne will provide his suggested edits once completed. The goal will be to create one document with one table of contents. Wayne anticipates completing this project in the spring.

Approve Consent Agenda:

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

The Board approved the consent agenda.

Treasurer's Report

Meredith shared the Treasurer's report. Meredith included a new financial report, based on a conversation with the Finance Committee. This makes reporting provide a complete financial picture of the Congregation, across three documents. The Finance Committee recommends about \$63,000 more in the facility escrow account to cover projected costs for improvements of major renovations. There are similar conversations happening about a sabbatical escrow account to plan for future sabbatical costs. Meredith also asked for the Board to begin identifying a replacement Treasurer as Meredith hopes to step down in the near future.

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Old Business

- [Social Witness Policy & Process](#) Review
 - Final Vote in November
- **Solar Power Purchase Agreement** Update
- Growth through Service Update

Stephen shared the edits to the Social Witness Policy & Process. The Board discussed the edits and will vote on the updates at the November meeting.

Bob shared updates to the Solar Power Purchase Agreement. The Agreement will be signed next week and work will begin in the early or middle of November. Work should still be completed before the end of the year. The Committee on Ministries discussed ideas on how the solar panel installation could be used as a community building event. The lawyer charged \$150 less than originally contracted.

Nancy shared an update on the Growth through Service program. Two teams are working on what needs to be developed to launch the program. Brian Mayer has developed a plan for implementation which are all mapped to different skills and interests that people might get involved with. Steve Keighton is developing a list of people who may help talk with people interested in getting more involved. Growth through Service is coming together and will likely start using the program within a month or so. There was discussion on how we would let the Congregation aware of the program and how it is going to benefit our Congregation.

New Business

- Accept an Anonymous Specified Donation
- To Our House Support Dec. 4th - 17th
- Personnel Committee Appointments
- Committee on Ministry Appointments
- Lifespan Faith Development Staffing Discussion
 - Interim Staffing
 - Permanent Replacement
- Policy Revision Process Creation
 - **Familiarize yourself with the [policies and procedures](#)**
- Intern Minister Discussion
- Choir rehearsal request

The Board discussed the Choir's request to practice inside the building. Linsey Marr recommended that as long as the choir is fully vaccinated they can practice inside, with some space between, and masks they can practice inside. The Board unanimously adopted the new procedure for choir rehearsal.

An anonymous person asked to deposit \$150 into Rev. Pam's professional development account. The Board unanimously accepted the donation.

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The Board discussed the Congregation supporting Glade Road Church's efforts in To Our House. The Congregation would help provide food and support to their To Our House week. The Board unanimously affirmed this request.

Rev. Pam recommended names for the Personnel Committee. Rev. Pam will ask the individuals identified. The Board unanimously approved this process and names.

Rev. Pam recommended names for the Committee on Ministries. Rev. Pam will ask the individuals identified. The Board unanimously approved this process and names.

The Board discussed hiring an interim Director of Lifespan Faith Development and a permanent replacement with a July start. The interim position would go through December through June. Rev. Pam and the Board discussed candidates for the interim search committee. Rev. Pam will ask members to serve on the interim search committee. The permanent search committee will be identified at the November meeting. The Board unanimously approved this process.

The Board tabled the Policy Revision policy creation to the next meeting.

Rev. Pam shared that a seminarian from Roanoke expressed interest in serving as an intern minister for the UUC. Rev. Pam can now serve as a teaching minister. There would be a cost associated with the intern minister. Rev. Pam expressed that this Congregation would be an excellent teaching location.

Bob adjourned the meeting at 9:02pm.

Upcoming:

- Checkout: Did we abide by our Covenant?
- Next meeting: November 11
- Newsletter article (Who?)
- Reading for the next meeting?

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

UUC Board Meeting Agenda
October 14th 2021
[Zoom Link](#)

7:00-7:15

Chalice Lighting, Reading [Nancy]
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

- [Social Witness Policy & Process](#) Review
 - Final Vote in November
- **Solar Power Purchase Agreement** Update
- Growth through Service Update

8:25-8:50

New Business

- Accept an Anonymous Specified Donation
- To Our House Support Dec. 4th - 17th
- Personnel Committee Appointments
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- Lifespan Faith Development Staffing Discussion
 - Interim Staffing
 - Permanent Replacement
- Policy Revision Process Creation
 - **Familiarize yourself with the [policies and procedures](#)**
- Intern Minister Discussion

8:50-9

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

Leads Worship and Officiates Rites of Passage

Worship in September and so far in October has been going well, with rising numbers in the sanctuary and steady numbers on Zoom. Several volunteers have stepped up to staff the AV Room (Wayne Neu, Jim Kern, Stephen Henninger, Jamie McReynolds, and possibly one more). There continue to be technical difficulties, most notably silence on Zoom for five minutes this past Sunday, but we are working with Will Schneider to see if we can figure out how to fix them.

I conducted a fully on-line celebration of life for Susan Piercy that was attended by people from nearly every continent as well as across the country. Thanks to Ashley Spinks Dugan and Josh Dugan for assisting in AV.

I officiated at one wedding on the grounds in September and will officiate at two more (one off grounds and one on) in October.

Provides Pastoral Care and Presence

Members of the Lay Pastoral Care Ministry continue to visit with people, and I've had visits with people at their homes, on email/texts, and on the grounds. I led the Caregiver's Support Group while the usual convener (Dan Kominsky) was on a well-deserved vacation.

Encourages Spiritual Development for Self and Others

We were able to fill six Soul Matters groups with 51 people. Most groups are meeting on Zoom for the time being, with one exception. I'm grateful for the facilitators who are leading these groups.

I've taken one professional development class through the UUMA (UU Ministers Association) titled "How are Your Self-Care Boundaries?" and am working with the Committee on Ministries to take more care in preserving time and energy.

Witnesses to Social Justice in the Public Square

I participated in the Women's March to defend Abortion Rights on October 2nd, along with at least six other members of UUC (including Jerome the Gnome, who was staying with the Armstrong family that week).

Leads Administration

I've met with Stewardship, Safety, Committee on Ministry, Connections, Communications, Worship, Technology, Leadership Development, and Lifespan Faith Development committees in the past month.

The Lifespan Faith Development committee has proposed that we hire interim religious education staff for December through June and in the meantime create a DLFD Search Committee to identify a candidate to fill the position permanently. The interim could be shared between more than one person, between 20-30 hours per week, to cover planning and getting materials ready for Sunday morning classes AND recruiting volunteers for summer and fall. They also recommend that the board consider making the DLFD position full-time. (LREDA guidelines recommend a full-time director and a part-time assistant for a program as large as ours.)

I would like the board to appoint a DLFD Search Committee (ideally, composed of a member from the LFD committee, the board, a parent, a teacher, myself—among these people it would be good if there is familiarity with children's RE, youth programming, OWL, and adult faith development). The Search

Committee could conduct interviews for the interim position as well. Three people in the congregation have expressed an interest already, but we should advertise internally to see if others are interested before interviewing potential interim staff.

The Committee on Ministry has been working on defining its charge and has revised the policy describing it. As we deliberated, we decided that there are some tasks that would be better served by a Committee on Right Relations (which follows the COM in the Policy Manual). I will put the suggested revised policy in the board folder.

The COM has six members, two rotating off each year, and their terms have been turning over in November. Corey Mercier has completed his third year and Joyce Graham has asked to leave the committee, so the board needs to approve two new members to join continuing members Ashley Spinks Dugan, Patrick Feucht, Jane Keppel-Benson, and Fred Piercy. I will bring names to the board for approval and then ask those approved if they are willing to serve.

The Personnel Committee currently has only one member who will be continuing—Bonnie Wall-Lievsay. According to the Policy Manual, the committee should have three members, including one representative from the Board. I will ask the board to approve another member and for one board member to volunteer.

Natalie Cook has received funding to start her community-based birth equity initiative (BEARTH Village) and will be moving into the room off the nursery. She will be asking the congregation for help furnishing the space in the months ahead.

Serves the Larger Unitarian Universalist Faith

A new seminarian at Meadville Lombard Theological School contacted me to help with one of her assignments. She is a member of the Roanoke UU Church and will be needing to complete two years of half-time ministerial internship. I would like the board to consider budgeting for an intern now that I have full fellowship and am eligible to serve as a teaching pastor. In the meantime, I'm hopeful that the seminarian will be able to preach and maybe teach some adult faith development offerings here.

Leads the Faith into the Future

I'm enrolled in a five-session Widening the Circle of Concern Study Group through the UUMA, which should help me lead the congregation in implementing their recommendations.

Time away from Blacksburg

I will be leaving after the service on October 31st to fly to San Francisco for my cousin's memorial service and will fly back on November 2nd.

I will be attending the SEUUMA (Southeast UU Ministers Association) retreat at The Mountain from November 8th - 11th (returning in time for the board meeting).

Administrator's Report to the Board October 7, 2021

Comcast Internet Update: Our 2-year contract for internet at a low monthly cost (109.95) has expired with the rate for the same service increasing to \$240!/month. To make any changes to our service to keep costs down, we must have their modem/router installed which Chris Eagan assumes he will need to disable to keep our ability to have internet throughout the building using our system. It is very aggravating that Comcast will not allow you to use your own system and get "a deal". Chris and I are currently working with Comcast to determine our other options such as switching our phone system to them to be able to bundle. This would use VIOP which Chris says is just fine. We are hopefully meeting with the Comcast rep on Tuesday to review all of this before making any decisions. If anyone wants to weigh in, feel free.

Annual Timeline: Now in the Board resources folder although events change or get added throughout the year.

Pledge Reminder Letters: Sent out on October 4.

Rentals: We are beginning to have a few rentals so there will be a bit of income coming in.

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.

Online Auction: Be sure to get your item donations in and to start bidding on Oct. 31.

November vacation: Just a heads up I'll be in RI and NJ Nov. 20-29 but will work from un

DLFD Report to the Board – October 2021

Submitted by Karen Hager, Director of Lifespan Faith Development

Registration numbers to date:

- 58 families have registered to date
- 90 children and youth
 - Nursery: 8
 - PreK: 11
 - Gr. K-2: 14
 - Gr. 3-5: 14
 - Gr. 6-8: 18
 - Gr. 9-12: 25

Children and Youth Programs

- We began in-person RE on September 12 and have been averaging about 20 children in attendance on Sunday mornings. Outdoor classes have been running well; rain has forced us indoors only one week so far. Attendance is highest in the middle school class (vaccinations possible for 7th and 8th graders) and lowest in preschool.
- Classes are now planned through the end of the year, and I will complete all class prep through December prior to leaving.
- During our one indoor class, Linsey Marr took a CO2 reading in the Library (middle school) and discovered alarmingly high levels of carbon dioxide in the room during class. One issue is that the windows did not open in the classroom; those have since been fixed (thanks Bob!). We also made the decision to officially close the Nursery on Sunday mornings and notified parents of nursery-aged children that the room would not be available for their use; as it had not been used on Sunday mornings by a parent, this did not present an issue. Middle school will now claim the entire Library/Nursery wing as indoor classroom space, giving that class access to 2 air purifiers and many windows in the Nursery that do open. Linsey gave her approval of this plan.
- We surveyed MSYG parents about the possibility of hosting activities outside of Sunday mornings and received interest. One optional question on the survey asked whether or not the youth was vaccinated; all families responded, and 100% of eligible youth have been vaccinated.
- MSYG hosted a movie night in late September, followed by a YRUU movie night the following evening. Thanks to Kim and Patrick Feucht for the loan of equipment and help during the movies. Both youth groups are also discussing a trip to Sinkland Farms in October.
- We have begun our new Family Activity, with UUC families signing up to host our garden gnome for a week this fall. The photos are put into a video and posted on the UUC Facebook group page for all to enjoy. Families have signed up to host the gnome through the calendar year. If you haven't seen the videos, I'd recommend checking them out as it's a great way to keep up with our families.
- LFD will be holding It's Scary to be Hungry on Halloween Sunday. Children will be in costume to greet those attending the service that morning and donations will be collected as people enter, and through a drive-by donation drive 9:30-11:30. Donation bins will also be available to allow congregants to drop off donations the week prior if they can't make it that Sunday. FYI, the Interfaith Food Pantry is hosting their own It's Scary to Be Hungry event the day before ours.
- Other activities planned for this fall: the Buddy Project (registration now open); Mitten Tree; the No Rehearsal Holiday Pageant (this year's production: A Christmas Carol); and Reverse Advent Calendar. Again, I plan to complete all preparations for these activities prior to leaving.