

APPROVED - 12/9/21

UUC Board Meeting Minutes  
November 11 2021

*In attendance: Karen Hager, Rev. Pam, Paul Quigley, Brandie Lemon, Gene Gardner, Bob Stimson, Stephen Henninger, Meredith Hundley, Nancy Bodenhorn, Wayne Neu*

Chalice Lighting, Reading

Check-in

*Bob brought the meeting to order at 7:01pm.*

*The Board discussed appointing Wayne Neu as the interim Treasurer. The Board unanimously appointed Wayne Neu as the interim Treasurer.*

Review and Accept Agenda

*Three items were added to the agenda: appointment of members to the Personnel and Committee on Ministers committees, building use policy, and solar panel publicity.*

Member Forum

*None were present.*

Approve Consent Agenda:

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

*Karen added that two potential new members attended the Tarot workshop on the 9th. The Board accepted the consent agenda.*

### **Treasurer's Report**

*Meredith gave her report, starting with the UUC Cash Flow. This is a fairly new document that shows items not on the other two portions of her report. Moving forward, the three documents tend to confuse people. Meredith would recommend a clearer report for the larger Congregation to make understanding higher. These documents would remain open to the Congregation but most want to understand the 'big picture' of the Congregation's financial status.*

Old Business

- [Social Witness Policy & Process](#) Vote
- Intern Minister Grant Application Vote
- Growth Through Service Update
- *Use of the building policy*

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*The board discussed the proposed changes to the Social Witness Policy & Process. The Board made a small change, removing the term 'and theology' from the 'Consideration by the Board' section. The policy and process was unanimously approved.*

*The Grant application has already been submitted as the deadline for consideration was the end of October. If the Board does not approve the application, the application would be withdrawn. Rev. Pam explained the intern process. The grant is for two years - and designation as a teaching Congregation - to eventually be a permanent teaching Congregation and full financial support from the Congregation. The Board unanimously approved the application to become a teaching Congregation.*

*Nancy gave an update on the Growth through Service project. Steve Keighton and Brian Mayer are working together to advance the project within our Congregation. The preference is to roll out the project in January.*

*A group of 70 people asked to use Elarth and the kitchen for a shared meal. The Board discussed the request. The Board reviewed and affirmed the Building policy from August which stated: "Groups outside of Sunday services can meet inside the building in designated meeting rooms within the COVID capacity for that room, as determined by the staff. People in the building are strongly encouraged to meet with masks and social distancing. Groups meeting in the building are encouraged to take time to listen deeply to one another's concerns and fears before making decisions about masks and distancing, even if everyone is vaccinated."*

#### New Business

- Appoint Acting Treasurer
- Policy Revision Process Creation
  - **Familiarize yourself with the [policies and procedures](#)**
  - **Review Wayne's Edits**
- Appoint new members to the Committee on Ministers & Personnel Committee
- Publicity for Solar Panel Project

*Darla Bray and Toni Cox were unanimously approved for 3 year terms on the Committee on Ministries.*

*Catherine Copeland was unanimously approved to serve on the Personnel Committee.*

*Construction of the Solar Panels will begin around Thanksgiving. The Communications Committee is hoping to get local news coverage of the installation. Gene asked Alyssa Short to speak for the Congregation on the installation due to her role on the Environmental Justice Committee. Rick Ashley and Alan Moore also did considerable work to get the solar panels installed and would be good spokespersons.*

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*Wayne Neu gave a presentation on his work updating the policy and procedures. Gene shared information on how to approach policy review with an anti-racism/anti-oppression lens. Gene also shared a document that proposes an outline to approach updating the policies. Karen shared that any changes to LFD policies need to be vetted by Church Mutual and a Lawyer as our policies serve as model for the UUA and other Congregations and have liability questions in them.*

*Moving forward Wayne will share proposed changes for the January Board meeting, the Board will review and then assign sections of the policy to appropriate committees, personnel, or other groups to provide additional feedback, suggestions, and edits. The Board will ultimately have to approve all changes to the policies and procedures.*

Upcoming:

- Checkout: Did we abide by our Covenant?
- Next meeting: December 9
- Newsletter article (Who?) *Gene & Bob will do the newsletter article for December*
- Reading for the next meeting? *Paul will do the next reading*

*The Board thanked both Meredith and Karen for their years of service to the Board and the Congregation as they depart their respective positions.*

*The Board adjourned at 8:42pm.*

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

UUC Board Meeting Agenda  
November 11 2021  
[Zoom Link](#)

7:00-7:15

Chalice Lighting, Reading [To Be Announced]  
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](#) Vote
- Intern Minister Grant Application Vote
- Growth Through Service Update

8:25-8:50

New Business

- Appoint Acting Treasurer
- Policy Revision Process Creation
  - **Familiarize yourself with the [policies and procedures](#)**
  - **Review Wayne's Edits**

8:50-9

Upcoming:

- Checkout: Did we abide by our Covenant?
- Next meeting: December 9
- Newsletter article (Who?)
- Reading for the next meeting?

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

### Leads Worship and Officiates Rites of Passage

We continue to improve our dual platform worship services, with the help of more AV tech volunteers and our excellent worship associates. More people are getting trained to help with technology and former YRUU member Lucas Machi is consulting, so far in helping us buy a laptop dedicated to the AV room and suggestions for improving the process.

In October we explored cultivating relationships. Highlights included a service led by Kimberley Homer and Victoria Taylor on relationship with place, with additional reflections from Gwyneth Homer and KC Arceneaux, and a service honoring our relationships with those who have died, with many congregants sending in photographs of their loved ones. In November, our theme is Holding History, and we'll welcome UUC's former minister Rev. Dara Olandt on the last Sunday of the month.

I officiated a wedding at Claytor Lake for congregants Josh and Ashley Spinks Dugan and another very small ceremony in the sanctuary. I participated in an online memorial for former member Helen Given, lighting the chalice for the service held by the UU Congregation in Charlottesville.

### 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, on Zoom, on the grounds, and in my office.

### Encourages Spiritual Development for Self and Others

The Spiritual Aging group has had very low attendance (2 in October, 3 in November), so I've decided to suspend it until there is more interest.

The Soul Matters small groups are going well.

I look forward to starting Adult Faith Development workshops in the new year.

I continue to meet with a spiritual director monthly and an informal UU minister mentor.

### Witnesses to Social Justice in the Public Square

I helped facilitate a Zoom gathering for the NAACP Religious Affairs Committee, met with the Jim Crow/White Privilege group of the Dialogue on Race, attended the LGBTQ+ Inclusion Council quarterly meeting, and have begun working with the Coordinating Committee of the Blacksburg Refugee Partnership.

### Leads Administration

I've met with members of the Board, Lay Pastoral Care Ministry, Stewardship, Committee on Ministry, Connections, Communications, Worship, Technology, Leadership Development, and Lifespan Faith Development in the past month.

Jane Keppel-Benson, Dan Taylor, and I interviewed the three candidates for our interim Lifespan Faith Development positions and were pleased to find that they had complementary skills and strengths, and all wanted to work on a team. Thanks to the board for their quick vote to approve hiring Sara Catlett,

Brandie Lemmon, and Alyssa Short. They will begin meeting with Karen Hager next Sunday to assure a smooth transition.

I've asked Catherine Copeland to serve on the Personnel Committee and she has agreed, pending board approval. I've also asked Toni Cox and Darla Bray to serve on the Committee on Ministries and they have agreed, pending board approval.

The Committee on Ministries 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). The revised policy description is in the board basket.

#### Serves the Larger Unitarian Universalist Faith

Bob Stimson and I completed an application for a grant to help pay up to half the cost of a part-time intern for 2022-2023. We will learn in early December whether we will get the grant.

I continue to serve as Dean for the Joseph Jordan Cluster of UU Religious Professionals and to meet with local ministers through the Blacksburg Ministerial Association and individual meetings.

UUC hosted a leadership meeting for Blacksburg United Methodist Church and Edges [their second campus].

#### Leads the Faith into the Future

Meeting with other ministers in a Widening the Circle of Concern Study Group has been very instructive.

#### Time Away from Blacksburg

I will be at the SEUUMA (Southeast UU Ministers Association) fall retreat at the Mountain from November 8-11.

We will be visiting relatives in Media, Pennsylvania for Thanksgiving.

**Administrator's Report to the Board  
November 11, 2021**

**Adopt-a-Family at Women's Resource Center:** This project is going very well with many already signed up to provide the requested items. One generous family donated \$200 which I will use to purchase those items not claimed by a congregant. We are once again a very generous congregation!

**Comcast Internet Update:** After lots of talking to Comcast, we now have gone with the original option of using their router/modem which increases our speed to 600 GB – cost approx. \$209/month. If there is a problem with the wifi reaching all parts of the building, Chris Eagan can hook the modem into our own system. However, I walked around the building and was able to get wifi everywhere.

**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 place your bids on all the wonderful items.

**November vacation:** Reminder I'll be in RI and NJ Nov. 20-29 but will work from afar except for the donation deposits.

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

Submitted by Karen Hager, Director of Lifespan Faith Development

Registration numbers to date:

- 59 families have registered to date
- 91 children and youth
  - Nursery: 8
  - PreK: 11
  - Gr. K-2: 15
  - Gr. 3-5: 14
  - Gr. 6-8: 18
  - Gr. 9-12: 25

### **Children and Youth Programs**

- Children's RE classes are planned and prepped through the end of the year.
- Both MSYG and YRUU attended offsite activities at Sinkland Farms in October, with a good turnout at both.
- Our garden gnome continues his fall tour of UUC family homes. If you haven't checked out the videos on our Facebook group page, I'd recommend doing so; it's a great way to keep up with our families.
- We are holding an adult Tarot Workshop on November 9, with 25 households (28 individuals) pre-registered to attend. Registration is requested but not required.
- LFD held It's Scary to be Hungry on Halloween Sunday. Children came in costume to greet those attending the service that morning and 8 youth from YRUU collected and sorted donations. (FYI, the Interfaith Food Pantry hosted their own It's Scary to Be Hungry event the day before ours.) Our collection was significantly below normal (but even higher than IFP's own event), with only 418 pounds of food collected at a dollar value of \$723.14. Once the cash donations are totaled, we are expecting the total to be only about 1/3 of what this event usually brings in. Sadly, the warehouse shelves – usually full after our event – are still fairly empty. IFP believes it is COVID fatigue, but the bottom line is that they need more food!
- We will be holding our Reverse Advent Calendar in the month of December, asking congregants to donate a food item a day for the month. The Calendar graphic has been shared with IFP, who plans to circulate it to all congregations, in the hopes that this will help spur more food donations. Please participate!
- The Buddy Project officially began earlier this week, with 13 pairs of Buddies participating this year. Plans are in place for this to conclude after my departure.
- Mitten Tree will be held on November 14, benefiting the Montgomery County Christmas Store.
- Our No Rehearsal Holiday Pageant (this year's production: A Christmas Carol) received wide participation interest, particularly – and to my delight – from our high school teens. Actors have been assigned parts and received their scripts. I am planning to finish editing the video before I leave and hand it off to Pam; it will be shown at the service on December 19.
- I have finished creating OneNote digital notebooks: one for the Interim position detailing what's needed for December-June; and one for the Settled position, which details what we had planned for the next two years.



# Congregational Public Witness

## 1. PURPOSE

The UUC is a spiritual community for which social action is a fundamental expression of our core values and principles. The health and vitality of our congregation depends on creating opportunities for our members to engage in strong and effective social action. One of the most effective ways is for the congregation to take a public stand on important social issues. Recognizing that not all members will agree on all issues, the purpose of this policy is to identify different ways by which we, as members of a congregation, may respond to these issues.

Given our principles of honoring independent thought and diverse beliefs, **we anticipate** that not all congregants will necessarily agree with a statement of public witness. It is also understood that no congregant will be bound to agree with, or act on, a public statement by the congregation.

## 2. POLICY

There are different ways in which we as UUs and a UU congregation can make public witness, either as individuals or as groups. This policy is intended to apply only to public action or speech which is intended to speak or is portrayed as speaking for the Congregation as a whole.

## 3. PROCEDURE

### The Request

Any UUC member or group may prepare a written request to the Executive Board for approval to take a public position on behalf of the Congregation on a social justice issue. The request shall include the following:

- A description of the position and specific action the congregation is to consider taking on the social justice issue;
- How this request is consistent:
  - with the Principles and Purposes of our UU faith;
  - with the Mission and Vision of the Unitarian Universalist Congregation, and
  - with the regulations governing 501(c)(3) organizations;
- A list of any Statements of Conscience, Resolutions or Actions of Immediate Witness passed by the UUA that support this request (see the Resources section at the end of this document); and
- The name of the individual or group submitting the request along with the names of at least twenty additional members supporting the request.

## Assessing the Support of the Congregation

The Board will consult with the Minister for discussion and theological reflection on the topic and consider how to assess support within the congregation for the request. Options for this assessment may include, **but are not limited to:**

- Conducting a forum where friends and members of the UUC discuss and debate the request. At the end of the forum a straw vote may be taken with the results communicated to the congregation.
- Distributing copies of the request to all members and friends of UUC, inviting comments to the Board within a specified period of time.

The board may designate its assessment function to a Social Justice Committee or the equivalent, if such exists, which will subsequently report its findings to the board.

## Consideration by the Board

If, in the opinion of the Board and Minister, **the request aligns with the mission and vision of our Congregation**, the Board shall take up the request at their next scheduled Board Meeting. If the Board approves the request, then it shall become an official position of the UUC on the social justice issue.

Approval of the public witness statement shall be announced in the next monthly newsletter and for two weeks via the weekly announcements to the congregation.

## Action of Immediate Witness

If time is of the essence, the requestors can ask the Board to handle the request as an Action of Immediate Witness and waive the congregational assessment. If the Board and the Minister concur that broad congregational support exists, the Board has the authority to waive the process and consider the request for approval on an expedited basis.

If the Board approves the request, then it shall become an official position of the UUC on the social justice issue. Approval of the Action of Immediate Witness shall then be announced in the next monthly newsletter and for two weeks via the weekly announcements to the congregation. The same procedures will be used to modify or redact an existing statement of public witness.

## 4. Resources

### Unitarian Universalist Association of Congregations (UUA)

Statements of Conscience, Resolutions and Actions of Immediate Witness  
As a Unitarian Universalist congregation, the Unitarian Universalist Congregation (UUC) is part of a national movement of UU congregations seeking justice in the world through our Unitarian

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Universalist Association (UUA). At our national meeting, known as General Assembly, representatives from our congregations develop, debate, and pass Statements of Conscience and Resolutions that inform and support our work for justice globally. Because these go through a rigorous democratic process over a number of years, they represent official positions we have taken as a faith on important social justice issues.

On pressing social justice issues that demand our immediate attention, Actions of Immediate Witness (AIW) are developed and passed at a single General Assembly and represent the sentiments of the congregational representatives present that year.

UUC and friends who seek to have UUC take a public position on a social justice issue are encouraged to review UUA statements, resolutions and Actions of Immediate Witness and use them in support of their request. These can be found on the UUA website at <https://www.uua.org/action/statements>.

Approved May 14, 2020