

**UUC Board Meeting Minutes**  
**August 11, 2022**  
(Approved 9/8/22)

In attendance: Nancy Bodenhorn, Fred Piercy, Wayne Neu, Gene Gardner (via Zoom), Laura Robinson, Angela Parrish, Rami Steinruck (via Zoom), Rev. Pam, and Rachel Craine.

**Chalice Lighting, Reading, and Check-in**

*Nancy called the meeting to order at 7:00 pm. Rami shared a reading. The Board did their check-in.*

**Review and Accept Agenda** - *Approved unanimously.*

**Member Forum** - *No members were present.*

**Approve Consent Agenda**

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

*The Board approved the consent agenda unanimously.*

**Treasurer's Report**

*Wayne shared budget information and answered questions by Board members.*

*The facilities maintenance escrow account is still about \$15,000 short of planned amount. The Finance Committee recommends an additional \$5,000 or \$10,000 be transferred in from the Net Available amount. The Board discussed getting more information on related budget categories and needs (such as a new heat pump and building upgrades from the energy audit) to determine the transfer amount.*

*The Policy and Procedures Manual requires the Finance Committee to perform an annual informal audit of the Congregation's financial records and provide a written report to both the Trustees and the Board. The Board agreed to gather more information about the history, scope, what other congregations do, and cost (if done by an outside firm) in order to make recommendations for conducting this audit.*

**Old Business**

- Appoint At-Large Board member for one-year term starting July 1, 2022
- Covid policy decisions with current data (choir guidelines, potlucks)
- Adjustments to 2022-23 Budget
- Status update on Policy and Procedure Review project
- August 27 Board Retreat Details
- Appoint new members for committees

*Angela Parrish was appointed to the At-Large position.*

*The Board discussed options of singing in the sanctuary (both for the choir and the congregation) and to resume congregational potlucks. Options will be discussed with Rev Pam and Linsey Marr regarding their scientific advisability, and a decision will be voted on by email and announced to the congregation in the next couple of weeks.*

*On August 18, the Board voted by e-mail to update the Covid policy as follows:*

*The Board recommends that, starting on August 21 2022, the UUCNRV follow these guidelines utilizing the CDC Community Level.*

*When Montgomery County is in the Red (high) level, everyone is required to be masked when in the UUC building, and coffee will not be served.*

*When Montgomery County is in the Yellow (medium) level, attendees are recommended to wear masks. The choir members can unmask when singing, if they took a rapid test and tested negative the morning of their performance.*

*When Montgomery County is in the Green (low) level, masks are optional in the building. Both congregants and choir can sing unmasked.*

*We make these recommendations with the following contexts. 1. We know that not everyone lives in Montgomery County, and suggest that those in surrounding communities maintain awareness of their community levels and adjust accordingly. 2. We are also aware that the CDC levels might not be an exact way of measuring risk, but it is the metric we have at this point, and the information is accessible. 3. We also recognize that our congregants are in a variety of life stages and have varying medical needs. We trust and respect your ability to make responsible decisions about your own life based on your life circumstances. While we feel the need to establish these guidelines, we also expect congregants to monitor their own risk levels as appropriate.*

*Starting in September 2022, the UUCNRV will again enjoy monthly community potlucks in the building. The following guidelines will be followed to help with the safety of all involved. Potlucks can be held when Montgomery County is in the CDC Green or Yellow community level. They will not be held when Montgomery County is the CDC Red community level. All in attendance should mask when going through the food line. Seating will be spread out between Elarth, the library, and outside. We recognize that our congregants are in a variety of life stages and have varying medical needs. We trust and respect your ability to make responsible decisions about your own life based on your life circumstances. While we feel the need to establish these guidelines, we also expect congregants to monitor their own risk levels as appropriate.*

*Adjustments to the 2022-23 budget were explained in the newsletter so no additional discussion was required.*

*Rev Pam has sent out sections of the Policy and Procedures Manual to various groups to review.*

*Nancy will send out an email with final details on the Board Retreat.*

*Kim Feucht has agreed to join the Leadership Development committee.*

**New Business**

Renew support for sponsored groups

*The Board renewed support for the NRV Trans Support group*

**Upcoming**

Next Board Meeting

Newsletter article

Reading for August Meeting

*Nancy will write the article for the August newsletter. Laura will bring a reading to the September 8 Board meeting.*

*The meeting was adjourned at 8:50 pm.*

**UUC Board Meeting Agenda**  
**August 11, 2022**  
[\(Zoom Link\)](#)

*7:00-7:15*

Chalice Lighting, Reading (Rami Steinruck), 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

Director of Lifespan Faith Development's (DLFD) Report

Previous Meeting Minutes

*7:45-8:00*

Treasurer's Report

*8:00 - 8:10*

Team Building Activity

*8:10-8:40*

Old Business

Appoint At-Large Board member for one-year term starting July 1, 2022

Covid policy decisions with current data (Choir guidelines, potlucks)

Adjustments to 2022-23 Budget

Status update on Policy and Procedure Review project

August 27 Board Retreat Details

Appoint new members for committees (Committee on Ministries, Leadership Development)

*8:40-8:50*

New Business

Renew support for sponsored groups

*8:50-9:00*

Upcoming

Next Board Meeting

September Newsletter article (Nancy)

Reading for September Meeting

August 2022 Minister's Report to the Board  
Submitted by Rev. Pam Philips

### Leads Worship and Officiates Rites of Passage

While on vacation I supported the worship associates who were leading worship with guest speakers (with order of service and powerpoint slides). It was good to weave worship with new worship associate Heather Nicholson and to fulfill Frank DuPont's auction purchase of a sermon about Soul. Delegates to the UUA General Assembly -- Ellen Plummer, Jamie McReynolds, Nancy Bodenhorn, and I -- reported our experiences in the last service of July. We learned that Sunday how important a songleader is to our on-line attendees in particular, as we didn't have one that day. We have ordered microphones that will pick up the sound of the congregation singing, but they are on back-order.

Worship in August will include three guest speakers -- Patty Raun, Jennifer Springsteen, and Victoria Taylor. We'll culminate the month in our annual water service, so people are reminded to collect a small bit of water to bring that Sunday.

We held a memorial service for David Parrish (father to Joe), and I was honored to officiate at the wedding of Tom Bube and Maud Steinberg.

### Provides Pastoral Care and Presence

It has been good to be able to meet with people -- in person, by phone, and sometimes even by text -- when they are facing life challenges. I've been assisted in this by people reaching out for help themselves or asking someone else to alert me of issues (including a UU hospital chaplain in another state!). Jennifer Mercier will be on-call for me while I'm on vacation. The lay pastoral care ministry team members continue to support congregants, as well.

### Encourages Spiritual Development for Self and Others

It's been exciting talking with our new Director of Lifespan Faith Development, Rachel Craine, as we plan for this year's adult faith development offerings. She and I will be planning our Ingathering Water service together, as well. I'm looking forward to a week at our family cabin in the Columbia River Gorge, which always restores my soul.

### Witnesses to Social Justice in the Public Square

I've met with the pastors of Blacksburg Presbyterian and Edges (a Methodist congregation) to plan a new round of anti-racism practice this fall. I've been writing letters to our congressman fairly regularly, and even when his responses are sometimes frustrating, it feels good to express my opinion. I encourage people to write letters. Thanks to Sara Dalton for sharing opportunities to advocate for change through the [publicwitnessopportunities@uucnrv.org](mailto:publicwitnessopportunities@uucnrv.org) listserv. If you would like to be added to that list, ask administrator Ericka Kelly.

### Leads Administration

I've met with our new staff members, and both have hit the ground running. I also met with Jared Gibbs to discuss the coming church year and have a meeting scheduled with Ella Kromin, choir director, and Jennifer Thomas, choir manager.

I had a very productive meeting with Liz Craine, building chair, and Joe Parrish, facilities coordinator to revise his contract and discuss priorities for building maintenance. We are re-constituting the Building Committee.

FYI - The refrigerator/freezer needed to be replaced (it was 30 years old)--Liz researched models and Ericka purchased it.. Likewise, one of the HVAC units is not working, and Liz and Joe are working together to find the best and most inexpensive way to get it fixed. (The parts will not be available for 32 weeks through our current service.)

I met with members of the Leadership Development committee to discuss their progress on the Growth through Service program and ways to jumpstart it. We have plans to introduce the program again this fall.

I'm grateful to Jim Flowers for volunteering to chair the Grounds ministry. While no one will fill Susan Baker's shoes, he has some good ideas on how to get volunteers to do the work. Thanks to Susan and all the volunteers who maintain the beautiful grounds.

I've asked people if they are interested in serving on the Committee on Ministries and the Leadership Development Committee and am awaiting their responses.

I have shared policies with the Worship Team, Connections Committee, and asked them to make recommendations to the Board on how they should be revised.

#### Serves the Larger Unitarian Universalist Faith

I'm honored to have been asked to participate in the installation of my colleague Rev. Tiffany Sapp (who preached here in December of 2019) at Holstein Valley UU in Tennessee on October 2nd. I will be giving the Charge to the Congregation.

#### Leads the Faith into the Future

I met with our ministerial intern Anna Tulou in anticipation of her starting with us the first week of September. She is in her second year at Meadville Lombard Theological School. We will benefit from all that she brings us from her experiences at the Roanoke UUC and her studies in seminary. I have two members of the internship committee and will be looking for 3-5 more members.

#### Time away from Blacksburg and UUC

August 6 - 15 – Washington state

August 18 - 26 – Medical leave (planned medical procedure)

**Administrator's Report to the Board  
August , 2022**

**Late 2021-22 Pledge Payments:** Thanks to Wayne for sending emails to those owing more than \$100 on their 2021-22 pledge. Three did pay for a total of \$740, a couple people had paid but their accounts needed updating, which I have done. One replied that they were unable to pay, and some said they would pay but just never did and some didn't respond at all.

**Association of UU Administrators Member:** I recently became a member of the AUUA. Excited to be in contact with other UU admins and to and hopefully gain more insight into my new position.

**Memorial donations in memory of Susan Gurley:** We received \$100 in donations in Susan's memory.

**Attendance/Members:** See the [Attendance/Numbers](#) Google doc.

## **DLFD Report to the Board – August 2022**

Submitted by Rachel Craine

### **Children and Youth Programs:**

- **Summer RE** continues through August 14
- **Nursery Care**--We are actively recruiting additional childcare providers, with the goal of having 2 paid providers each Sunday during the regular year.
- **Registration Numbers:** Registration opened July 3. Currently 37 families and 60 children have registered for the 2022-23 year. This represents about 75% of our returning families from last year.
- **Recruitment:** 32 Volunteers have been successfully recruited--20 RE teachers, 4 YRUU advisors, 7 Coming of Age mentors and 1 COA facilitator.
- **Programming:** We will run the following classes this year
  - PreK—Rainbow Connections
  - K-1—Picture Book UU
  - 2-3—CartUUns
  - 4-5—Harry and UU
  - Middle school—middle school will continue as a fusion of regular RE and youth group. Out of every 4 weeks, there will be two Sunday RE classes (using the Twilight Zone and Simpson curricula), one Sunday morning youth group meeting, and one Friday night youth group meeting at the church or elsewhere. The goal is to return to regular programming next year, with a full MSRE program (Building Bridges) and an independent MSYG. The combined format reduces the number of volunteers needed and increases the socialization and community building this age group needs.
  - Coming of Age—Five 8<sup>th</sup> graders and two 9<sup>th</sup> graders will participate in the COA program, along with their 7 adult mentors and Victoria Taylor as facilitator.
  - YRUU will meet Sunday nights
  - Our Whole Lives will be offered for K-1 and 4-5 in the spring. We will need to train more OWL teachers within the next year. After this year is underway, I would like to look into hosting an OWL training at the UUC.

### **Other Activities:**

- I have joined LREDA, and registered for a class for new religious educators that begins in August
- Now that recruitment and registration are under control, I am looking at adult programming along with Rev. Pam and am excited by all the opportunities.
- I love my new job!!