

**UUC Board Meeting Minutes**  
**November 10, 2022**  
(Approved 12/8/22)

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

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

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

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

**Member Forum**

*Ashley Spinks Dugan of the Committee On Ministries (COM) shared two documents and answered Board questions.*

- 1) **Review of Ministries** - COM would like to engage the congregation in an ongoing assessment process (convening feedback/reflection groups) in order to ground our future growth and development in ongoing healthy communication and mutual decision making.*
- 2) **Conflict Transformation Committee** - COM proposes formation of a committee composed of three or four members of the congregation who are trained listeners to offer support and mediation to members and staff of the UUC.*

**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 reviewed adjustments to the balance sheet, including the addition of the Chris Brownlie Flack Memorial Fund. He noted that income from pledge payments was coming in a little slower compared to previous budget years.*

**Old Business**

- Update on Policy and Procedure Review project
- New member for Committee on Ministries and Personnel Committee
- YRUU fund policy
- Strategic Plan Implementation
- Institutional Anti-racism assessment
- Examples of congregational organization structures

*The Board approved the revisions to policies and procedures for the **Committee on Ministries** and **Finance Committee** sections. Wayne will make some style and formatting changes to the **Connections** draft to be reviewed at the next meeting.*

*We are still working to identify individuals for vacancies on the COM and the Personnel Committee.*

*The Board approved the accounting procedure that if there is money left in the YRUU budget line at the end of the year, those remaining funds are to be transferred into the YRUU Trip Fund restricted asset (TRNA) on the balance sheet.*

*The Strategic Plan recommended having an outreach committee “responsible for building and fostering relationships between the congregation and local groups”. After gathering information on how “outreach” works at other churches, the Board determined an approach based on our current “grassroots” social justice and community service activities was closer to what the strategic plan group had in mind. We added an implementation step to “Create a Social Justice Team (like Community Service Team).”*

*Rev. Pam shared the document “Internal Institutional Analysis on Race Worksheet for Predominantly White Congregations” with the Board and suggested using the analysis questions to identify what we want to do at UUC as individuals and as a congregation. She plans to give this information to various groups and suggests the Board devote 5-10 minutes at each Board meeting to discuss selected questions.*

*As part of the Board goal to review and revise UUC’s organizational structure, Pam presented a variety of examples from various church organizations. The Board members reviewed the concepts and noted that finding a way to portray both reporting levels and purposes/missions/responsibilities would be very useful.*

#### **New Business**

- Committee on Ministries documents

*The Board discussed the two documents and various approaches to implement the requests and will provide a response at the next meeting.*

#### **Upcoming**

- Nancy will represent the Board at the “New to UUC” session (Nov. 20)
- Laura will write the article for the November Newsletter.
- Next Board Meeting is Dec. 8. Gene will prepare the reading.

*The meeting was adjourned at 9:10 pm.*

**UUC Board Meeting Agenda**  
**November 10, 2022**

*We, the UUC Board, seek informed collaboration and clarity in our work of supporting UUC ministries. We interact with respect, trust, deep listening, and curiosity. We affirm one another, and maintain fierce dedication to diversity and inclusion in our commitment to the community we serve. We communicate directly and with courageous love. When it arises, we engage in productive conflict. We are focused, accountable, and authentic. We laugh together. We maintain the trust and confidentiality of board members' contributions and speak with one voice regarding board actions.*

**7:00-7:15**

Chalice Lighting, Reading (Rachel Craine), Check-in

**7:15-7:20**

Review and Accept Agenda

**7:20-7:30**

Member Forum - Members of Committee on Ministries

**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

**8:00-8:30**

Old Business

Update on Policy and Procedure Review project -

Discuss and vote on COM and Connections\_revisions

New member for Committee on Ministries and Personnel Committee

YRUU fund policy

Strategic Plan Implementation - Outreach poll information

Institutional Anti-racism assessment

Examples of congregational organization structures

**8:30-8:50**

New Business

Committee on Ministries items -

Committee on Right Relations

Process for getting feedback on ministries of the congregation (discuss)

**8:50-9:00**

**Upcoming**

Next Board Meeting (December 8)

Board Member for "New to UUC" (November 20) -

Board Member at Potlucks (December 11) -

December Newsletter article -

Reading for December Meeting -

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

### Leads Worship and Officiates Rites of Passage

Throughout October, we explored the theme of Courage. Anna Tulou preached one sermon (on our relationship with darkness) and co-led worship with me (sharing a reflection on Samhain) and I preached about courageous love, courageous communication, and celebrating our ancestors. Thanks to the congregation for bringing or sending in photographs of ancestors and Darla Bray for preparing the altar on which they were displayed. This month we're exploring change, and I'm looking forward to the service led by UUYA's (UU Young Adult group).

I purchased some microphones for Lucas Machi to allow Zoom attendees to hear the congregation singing (not just the song leaders). We continue to ask people to wear masks while singing, but I've noticed that some people do not. Also, I've had questions and concerns about why the choir is not masking and I want to clarify the board's policy on masking for the choir.

I'm preparing a memorial service to celebrate the life of Mike Montgomery (over 7 years), who was a very dedicated RE teacher when he attended several years ago.

### Provides Pastoral Care and Presence

In preparation for the multi-congregational LPCM training, I've been taking on-line training in spiritual care and will be presenting at the training on November 12<sup>th</sup>, along with Anna Tulou and ministers/ministerial interns from UU congregations in Glen Allen, Richmond, and Fredericksburg.

### Encourages Spiritual Development for Self and Others

We've created a sixth Soul Matters group (that Rachel Craine will facilitate). I'm glad enough people were interested in joining a group.

The Reproductive Justice workshops, co-led by Rachel, Anna, and me, were well-received. I'm sorry not more people are attending (six), but the discussions are rich. I continue to participate in the Conversations on our Faith meetings, which attempted to go to dual-platform meetings, but few people came in person and so has returned to all-Zoom.

The Samhain ritual led by Kimberley Homer and Anne Hall was well attended and meaningful, starting at the upper fire pit and ending in Elarth for snacks and conversation.

The Committee on Ministries is holding me accountable for scheduling vacation and study leave.

### Witnesses to Social Justice in the Public Square

I am a member of the NAACP religious affairs committee, who is having a "webinar" on the role of the faith community in racial justice work this Thursday. I hope members of our anti-racism group will attend. The Anti-Racism Practice workshops will resume in January. Members of the two United Methodist campuses (Blacksburg United Methodist and edges) will attend, as well as members from Blacksburg Presbyterian and UUC. I'm also attending quarterly meetings of the Inclusion Council (most recent one in October).

I met with Sara Dalton and Lucas Machi about surveying the congregation to see what social justice issues are most important to them and that they will engage in. We decided it is time to create a Social Justice Team (similar to the Community Service Team) that will help coordinate Social Justice activities at UUC. Sara is writing up a "new group" application.

If you have not yet read the [Internal Institutional Analysis on Race Worksheet for Predominantly White Congregations](#), please do so in preparation for the board meeting.

## Leads Administration

The Committee on Ministries has sent the board two documents. One explains their rationale for requesting a [Conflict Transformation Committee](#) and the other describes a [process for assessing congregational ministries](#) they would like to undertake.

The Stewardship Committee is hosting a lunch after the service on November 20<sup>th</sup> to show appreciation to leaders in the congregation and solicit their ideas and support for the stewardship campaign.

We are still having difficulty finding people to count the offering after the service. Ericka will be creating a sign-up sheet and asking Finance Committee members to sign up. Board members would be welcome as counters, as well.

I met briefly with the new Building Committee and am excited that we have so many new members who have good ideas on how to maintain the building.

The Communications Committee (ComCom) met again and created five subcommittees. Each subcommittee has a “commander” (ComComCom) – Rachel Craine - internal communication, Ashley Spinks Dugan - social media, Arthur Snoke - website, Gene Gardner - community visibility – who will convene the subcommittees every other month, with the whole ComCom meeting on the alternate months. We decided to enter a float in the Blacksburg Holiday Parade to increase community visibility of UUC.

The Worship Team has their policy and may be able to provide their revision in time for the board meeting (they meet the day before).

The new Auction Committee will be meeting after the potluck on November 13<sup>th</sup> to begin preparations for the February auction.

I’ve met with Brian Mayer, chair of the Leadership Development Committee. The committee will be discussing the policy manual description of the committee and possible members for the Committee on Ministries and Personnel Committee. He updated me on the Growth Through Service spreadsheet. We hope to get more people to have conversations with the GTS team members in January and February.

## Serves the Larger Unitarian Universalist Faith and Leads the Faith into the Future

I’m supporting the new dean of the Joseph Jordan Cluster of UU Religious Professionals, helping with the Google group and leading in her absence at our last meeting.

I was delighted to attend the ordination last Sunday of Reverend Lauren Levwood at the First Unitarian Universalist Church in Richmond.

I will be leading a worship service at the SEUUMA (Southeast UU Ministers Association) Retreat next week at The Mountain.

## Time away from Blacksburg and UUC

November 14-17: The Mountain (Highland, NC) for SEUUMA Retreat

November 24-25: Charlottesville for Thanksgiving

**Administrator's Report to the Board  
November 3, 2022**

**Stewardship:** Meet with the Stewardship Committee, we are continuing to flesh our '23 campaign. I worked on a logo and invitation for a Leadership Appreciation Lunch to thank our current group and committee leaders and to hopefully brainstorm ideas of how we can work together in stewardship.

**Communications:** I met with the Communications Committee this past month as well. We divided ourselves into 4 subgroups and will be meeting with or discussing within our subcommittees what we'd like to work on this year.

**Pledge Updates:** Quarterly pledge updates went out at the end of October.

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

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

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

- **Registration Numbers:** Currently 48 families and 79 children have registered for 86 activity slots
  
- **MSYG and YRUU:**
  - Combined trip to Sinkland Farms had 19 youth in attendance—both groups are thriving.
  - YRUU is planning trip to the Mountain in December
  
- **OWL**
  - This year offering K-1 and 4-5 OWL in the spring.
  - Parent info sessions scheduled for November 13
  - Rachel Craine, Kendra McAllister and Jane K-B will be attending OWL training for grades 7-12 this weekend.
  - Rachel Craine will do online training for elementary OWL in January

### **Adult Programs:**

- Reproductive Justice Workshop began Oct. 20 with 6 participants
- Social Justice Film Series: 2040 to be shown this Friday
- Looking for new coordinator for Sunday Circles (Jamie is done after this year)

### **All Ages Activities:**

- October family movie night (Coco)—4 in attendance, representing 3 families. Had hoped for a larger turnout. No family movie night in November, but planning to create more of a holiday family event for December.
- Buddy Project has begun—19 adult/child buddy pairs participating.
- Scary to be Hungry—Very successful. Around \$3500 in food and cash raised. 12 families participated in the Kroger collection and stocking shelves at the food pantry
- Mitten Tree is set up in lower level lobby—Collecting through Nov. 20