

## **UUC Board Meeting Minutes August 8, 2024**

***In attendance:*** Laura Robinson, Wayne Neu, Rachel Craine, Margo Walter, Joe Cooley, Chris Long, Cassy Kost, Beth McClellan (Zoom),

***Guests:*** Jim Bohland, Sara Dalton, and Ellen Plummer (all on Zoom)

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

- Laura called the meeting to order at 7:00 pm, and Rachel offered a reading.

### **Member Forum**

Jim Bohland: Accounting for Defending Democracies initiative within UUC

- The initiative has expanded significantly since it began.
- The group is currently working to obtain approval as a 501c3. It takes a while to get approval (likely will be at least six months, possibly longer). Jim notes that having this status requires that they are non-partisan and educational.
- They have done some grant-writing, and have one coming in for \$3,000.
- At present they need resources to pay for events. They've had four big events so far (jointly with other organizations) and more are coming up; will pay for them through the grant or private donations.
- They are requesting Board approval to create an agreement with the UUC until they are approved as a 501c3, as they need somewhere to put money (donations, grants) before it's spent.
- Wayne explained that, if approved, we would put their funds and donations in a temporarily restricted net asset (TRNA), which we would use to pay for their activities.
- Jim discussed the group's plans for the future, noting that the biggest expense will be finding someone to help out with the website.

Sara Dalton: "UU the Vote Good Trouble Congregation" and postage

- Sara explained the requirements for a congregation to become a "Good Trouble Congregation."
  - We have met the organizing requirement; however, it is harder to meet the voter contact requirements. Sara thinks we can meet the 'postcards to voters' option, but having enough money for stamps is an issue.
  - Stamps for the first 1000 cards have been covered through the Voting Rights team budget and donations. Additional funds are required to send more cards (another 1000 have been ordered).
  - Sara asks that the Board approve additional funding for stamps.
  - Discussed other Voter Contact criteria, which include sending an average of 200 text messages per member. Anna took training through NextGen America, and found that it's possible to send 500 text messages rapidly from a computer. No funds would be required as texting doesn't cost anything.
  - Whether we meet all the requirements or not, it looks great for our congregation and it's wonderful that so many are excited to work toward getting out the vote.
  - A discussion ensued regarding other funding resources, such as money earmarked for Social Justice in the UUC budget that could be used. A question

was raised about the possibility of getting a bulk mailing rate through the USPS (single postcard stamps are \$0.56 each). Sara will check at the post office tomorrow.

- Ended with a brief discussion of the Center for Common Ground's Reclaim Your Vote effort, which our post-carding effort is in collaboration with.
- Sara also requested approval to apply to become a 100% Voting Congregation through the Virginia Interfaith Center for Public Policy (VICPP).
  - We have already met their requirements through previous and ongoing efforts. To apply costs nothing; all we would need to do is sign a commitment with them, and they will provide educational materials.
  - She notes that we did not apply last year due to a perceived requirement to run our congregants' personal data through a database to verify voter registration. She has verified now that this is totally optional, and something we would not do.

Ellen Plummer: UUC's participation in the UU Climate Justice Revival this September

- Our congregation is participating in this on Sept. 28 & 29. The national UU group has assembled packets, websites, and materials that we will use to have facilitated conversations on Saturday (28<sup>th</sup>), then on Sunday (29<sup>th</sup>) to engage the congregation in worship and advocacy. Ellen will be working with Rachel and others, and will let us know more as plans develop.

Ellen Plummer: Intent to complete internship hours with the UUC while Rev. Pam is on sabbatical

- Ellen's life has been transformed by being a part of the UUC, which has become her sponsoring congregation as she pursues her second career as a UU minister.
- Her main interest is providing congregational support and ministerial chaplaincy.
- The last major requirement of her training is to complete a 1000-hour supervised ministerial internship, which she is doing in a hybrid manner both as a congregational minister and a hospice chaplain. Despite a general rule that prohibits an internship with one's home congregation, she has received an exception to this rule for her ministry at the UUC while Rev. Pam is on sabbatical.
- She asks that the Board approve her use of hours serving the UUC (including worship associate, lay pastoral care, and environmental justice), while Rev. Pam is away, toward her required hours of internship.
- She notes that no pay is required, and the bulk of her hours will be with the hospice organization.

### **Approve Consent Agenda**

- Wayne moved to approve the consent agenda and Margo seconded.
- Reports included the following:
  - August Agenda
  - Minister's Report
  - Administrator's Report
  - Director of Lifespan Faith Development's (DLFD) Report
  - Previous Meeting Minutes
  - Treasurer's Report
- There was no discussion, and the Consent Agenda was approved unanimously.

## Old Business

- Calfee Community & Cultural Center's Legacy Wall (Laura)
  - Celebration is in September, and we're invited to attend.

## New Business

Discussion or motions/voting about Member Forum Items (see above):

- Accounting for Defending Democracies initiative within UUCNRV: regarding Jim's request for Board approval to create a TRNA (temporary restricted net assets) in the UUC budget for the initiative until they are approved as a 501c3.
  - It clarified that we could make a blanket approval so that the Board would not need to approve each individual donation earmarked for the initiative.
  - A motion was made by Wayne to approve Jim's request. Laura seconded. The motion passed.
    - Wayne moved that we create a blanket approval process for the donations. Rachel seconded, and the motion passed unanimously.
  - "UU the Vote Good Trouble Congregation:" regarding Sara's requests for additional money for postcard postage and a commitment to VICCP.
    - A discussion ensued regarding the money for postage, in which several members suggested ways to reduce the cost (i.e. look into bulk rate) and raise donations.
    - Laura moved that we encourage Sara to make requests for donations, look for existing funds in the budget (e.g., anti-racism initiative), and investigate USPS bulk rates for large mailings. In addition, the Board will contribute \$200 from funds earmarked for the Board in the UUC budget. Wayne seconded. The motion passed unanimously.
    - VICCP commitment: it was noted that it requires no money, and has been around for several years, so time to do this. Margo moved that we make this commitment. Chris seconded. The motion passed unanimously.
    - Ellen's request that we approve the use of her ministerial internship hours at the UUC while Rev. Pam is on sabbatical toward her 1000 required hours of internship:
      - Cassy moved to approve, and Chris seconded, The motion passed with one abstention.

Other New Business:

- How to show appreciation for our staff? (Laura)
  - The board brainstormed ways to support our staff during this time while Rev. Pam is on sabbatical.
  - Laura called an executive session to discuss in detail.
- Sharon Day would like to gift the UUC with a raised accessible sandbox for the playground.
  - Laura moved to approve the gift. Margo seconded. The motion was approved unanimously.

- Accessibility and Inclusion (Laura and Joe)
  - A number of issues concerning accessibility and inclusion at the UUC have been identified. Joe Cooley is working on a report regarding these issues, and we will consider them further when the report is completed. For now, issues are being investigated and an update will be given at the Board meeting in September.
- Safety plan for UUC and updates from Safety Committee (Joe Cooley)
  - The Safety Committee met briefly over the summer.
  - We do have a safety procedure, but the congregation is not very aware of it, and it needs to be updated (including active shooter concern).
  - The darkness of the parking lot at night continues to be a concern that we should consider further.
- A “Proposed 10 Year Grounds Plan” was provided to the Board by Jim Flowers and the Grounds Ministry. Discussion:
  - Concerns about the proposal to run electricity to the upper lot are too costly.
  - Concern was expressed that the plan needs a more realistic time frame, and that feasibility and cost need to be taken into account.
  - Could a portable battery be taken out to shed to provide power when needed?
  - The Grounds Ministry and Playground Committee will have to coordinate and work together.
  - Can some Grounds funds be transferred to the Playground Committee?
  - We have some concerns about the proposed plan that need clarification. We will ask for clarification and address later.
- Email from UUA Southern Region about Updates to the Fair Labor Standards: The Board discussed their informational email.
- There was a question if the UUC wanted to become a [501c3](#).
  - There was a discussion and determined UUC would not greatly benefit from becoming a 501c3 at this time. Laura made a motion to decline. The motion was seconded by Wayne. It passed unanimously.
- Fyi only:
  - UUC Adopt-a-Highway is 8/17/2024, 9 am - 10:30 am, Lowes Parking Lot. RVSP to Bob Stimson.
  - August 17, 2024: Training for boards offered by UU Association - Southern Region. Deadline to register is August 9.

Check-out - Did we abide by our covenant? Yes.

Upcoming

Next Board Meeting – September 12.

Reading for next meeting? Joe

*The meeting was adjourned at 8:57 p.m.*

## **UUC Board Meeting Agenda August 8, 2024**

*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 PM - 7:15 PM**

Chalice Lighting, Reading (Laura), Check-in

**7:15 PM - 7:45 PM**

Member Forum

- Accounting for Defending Democracies initiative within UUCNRV (Jim Bohland)
- "UU the Vote Good Trouble Congregation" and postage (Sara Dalton)
- UUC's participation in the Climate Justice Revival this September (Ellen Plummer)
- Intent to complete internship hours with the UUC while Rev. Pam is on sabbatical (Ellen Plummer)

**7:45 PM - 7:55 PM Approve Consent Agenda**

**Meeting Agenda**

**Minister's Report**

**Administrator's Report**

**Director of Lifespan Faith Development's (DLFD) Report**

**Previous Meeting Minutes**

**Treasurer's Report (Wayne Neu)**

**7:55 PM - 8 PM**

Old Business

- Calfee Community & Cultural Center's Legacy Wall (Laura)

**8 PM - 8:50 PM**

New Business

- If needed, any discussion or motions/voting about Member Forum Items (see above)
- Accounting for Defending Democracies initiative within UUCNRV (Wayne Neu)
- How to show appreciation for our staff? Fun ideas? (Laura)
- Sandbox donation from Sharon Day - vote to approve? (Laura)
- Accessibility and Inclusion (Laura)
- Safety plan for UUC and updates from Safety Committee (Joe Cooley)
- Proposed 10 year Grounds Plan (see email from Jim Flowers)
- Email from UUA Southern Region about Updates to Fair Labor Standards Act - tracking employees' hours (Laura)
- 501c3 brief (Laura)

- Fyi only:
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*8:50 PM - 9:00 PM*

Check-out - Did we abide by our covenant?

Upcoming

Next Board Meeting – September 12

Reading for next meeting?

**Administrator's Report to the Board**  
**August 2024**

- **General:** The new directory has been created and is being distributed. Newsletter submissions are due by Aug 18 with a hopeful publish date of September 1. I am updating the website as I can and have updated the board area most recently. It would be great to have new pictures for the website and do some updating, removing unnecessary pages and making sure that navigation is as easy as possible. The board information on the wall in Elarth has also been updated. I have noticed that not all of the listservs are updated. It would be wonderful to have an updated list of committees with the chairs of all of those committees to help streamline communication.

**ComCom Committee:** Graham Glynn is now the chair of ComCom.

## **DLFD Report to the Board – August 2024**

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

- **Registration Numbers:** Registration for fall is about two-thirds complete—with 41 families and 69 youth registered so far, of a predicted 60 families and 98 youth returning from last year.
  
- **Programming:**

Summer programming has ended. Fall programming begins August 18 with the backpack blessing. The curriculum and room assignments will be as follows:

  - PreK–Rainbow Connection, rooms 1&2
  - K-1–Picture Book UU–room 6
  - 2-3–Superhero Academy–rooms 3&4
  - 4-5–Magic of UU–room 5
  - 6-7–Games to Build Community–upstairs in room off the nursery
  - 8-9–Coming of Age–Library
  
- 4-5 OWL will be offered in the fall, and K-1 will be offered in the spring.
- YRUU kicks off August 18th
- MSYG kicks off in September
  
- **Volunteers:**
  - We have 36 volunteers working with youth this year, including 8 new recruits! This includes 16 RE teachers, 6 COA mentors, 4 YRUU advisors, 4 MSYG advisors, 2 OWL facilitators, and a team of 4 LFD volunteer assistants.
  - Teacher Training will take place Saturday, August 10 for RE teachers. YRUU advisers will also meet on August 10. COA mentors already met with me in July. The MSYG team will meet on August 25.

### **Adult Programming:**

- This fall Daniel Vogel will offer a “Parents as Tutors” class for families and Cynthia Luke will lead a “Date with Death” class. I am also helping to organize Soul Matters groups. All other programming decisions regarding adults will wait until Pam is back.

### **Other DLFD Activities:**

- The playground committee continues work on the playground, starting with the more DIY stuff. They have dug slides into the slope and are creating climbing structures with donated tires.



- I attended virtual GA in June, and the Southeast LREDA retreat at the Mountain in July. While there I took a two day workshop on Emerging Adult Ministry (18-25), which has helped me understand the needs of our young adults better, and I look forward to collaborating with them this year.
- I had my first meeting with my mentor for credentialing, and have mapped out a plan for completing the readings and competencies required.
- Joe removed the old heat strips and I rearranged the Library to make it a better classroom space.
- On a personal note—I moved my mom into Warm Hearth (yay!) and then had an awesome 10 day vacation in Hawaii with my mom, Maeve, and her boyfriend Alex. (Photo overlooking Kilauea.)

