

Unitarian Universalist Congregation
Board Meeting Minutes
March 10, 2016

Present: Board members Bill Baker, Margo Walter, Tim Pickering, Bob Stimson, Carol Kern, Linda Powers, Bonnie Wall-Lievsay; ex officio members Dara Olandt, Karen Hager, Lisa Evanylo

Carol lit the chalice, and Dara provided the reading. All checked in. Bonnie served as Process Observer (PO).

I. **Member's forum** – no members in attendance

II. **Agenda** – Bonnie moved to accept the agenda. The motion carried unanimously.

III. **Board development** – reflection on budget process. Carol reviewed the process of paired decision-making to enable the Board to sort budget priorities in order of importance. The priorities will be set in time for the Finance Committee budget meeting on May 4. The Board listed items to be prioritized: fair share payment to UUA, increase in minister's compensation, large flat screen TV for projection, funding for YRUU CON, debt reduction, funds for fairly traded coffee, increase accessibility to dais (ramp), increase LPCM funds, funding for 5 GA registrations, green sanctuary, repairs & maintenance reserve fund, ice maker for Sunday potlucks, upgrade playground. Linda and Bob will develop an excel table for paired decision-making of budget priorities.

IV. **Staff Reports** – see written reports

A. **Administrator's report** – nothing to add.

B. **Minister's report** – the March 20 service will highlight our mission/vision/covenant followed by a discussion of the 2nd draft. On April 30, the Blue Ridge Cluster meeting will be held in Waynesboro with the focus on anti-racism and capacity building. Steward training went very well. Be sure to look over the 17 data points (attached) prepared by Dara with an evaluation of pledges, number of people in the building on Sundays, etc.

C. **DLFD report** – Karen is working with George Lally and Beth Lyman on the youth caucus for GA. To date, 7 high school youth and 5 middle schoolers plan to attend GA. Two RE teen assistants also want to attend and have joined YRUU. Karen has applied for scholarships and grants and will hear in mid-April if we are to receive any funding. We now have non-profit status with Microsoft, and Karen has installed the latest version of Office, Office 365, for \$2/month/employee. This comes with a cloud service to share files.

V. **Consent Agenda** – Tim moved to accept the minutes from February. The motion carried unanimously.

VI. **Treasurer's report** – written report attached. Linda stated that we have hired the Ledford Accounting Team starting July 1. Our mortgage is now \$800/month less due to our decreased interest rate. Expenses were up in February due to paying our quarterly dues to the UUA. The insurance company's check for the fence repair was mistakenly canceled, but a new one is being issued. The fence has been repaired and paid for.

VII. **Council Reports**

A. **Facilities Council** – no report

B. **Governance Council** – no report

C. **Finance & Administration Council** – no report

D. **LFD Council** – no report

E. **Membership Council** – Carol reported on two items:

1. **Board nominees** - all Board positions have nominees: Jennifer Mercier and Susan Wamsley for members at-large, Tim Pickering for president, and Bill Baker for treasurer.

2. **Singles group for age 50+** - the Connections Committee requested that we make an ongoing non-UUC social group for singles 50+ an official UUC group. Several of our members are active in this group. The committee will meet with Dara to insure that the group is consistent with our mission and values. A representative from the group will need to meet with the committee 3 times/year.

F. **Pastoral Services Council** - no report

G. **Social Action Council** - Margo stated that 16 people attended the SJSC's discussion last Sunday of our common read, *A Common Struggle*. The group would like to hold another meeting to continue the discussion.

H. **Worship Opportunities Council** - Dara will be training several new worship associates shortly. Let Dara or David Lally know of other possible worship associates.

VIII. **New Business**

A. **Approval of delegates to GA** - although we are allotted 5 delegates, there is money in the budget to pay the \$350 registration of only 3. Fortunately, not all have requested to be reimbursed. Anyone needing financial help to attend GA should contact Karen or George Lally as Posse '16 may be able to help. Bob moved to approve Tim Pickering, George Lally, Isabel Berney, Kim OR Patrick Feucht, and Alan Moore as delegates. The motion carried unanimously.

B. **Charge for Space Cadets** - Bob is helping to organize the Space Cadets, but a charge is needed. The primary focus areas are 1) a plan for the anteroom and bathroom areas; 2) storage issues (will check with staff); and 3) improvement of handicap-accessible entry way. The congregation can be polled about space issues in a newsletter article, and committees should be asked about space and storage needs. Be aware of how our space conveys our mission and that first impressions should be powerful. The committee should consider what furniture is needed for the library and cost. It was suggested to include the building chair on the committee.

C. **Update on Committee on Ministries (COM)** - some members are rotating off. Dara will work with Molly to come up with suggestions for new members and will email the names.

D. **Poetry and Prose** - Linda Pfeiffer, Dick Bauman, and Mary Ratliff created an anthology of works by members of UUC having first received Dara's support. Congregants were invited to submit works. The cost to print 50 copies is \$243.50 plus \$18 for binders, and copies would be available to members for a donation to cover costs. Additional funds would be used for future publications. They are asking: 1) what should they do now and 2) how should they deal with these issues in the future. The Board needs to develop a policy for start up of new groups and projects for the future. Prior to the Board visiting this issue, Dara will request that the COM develop a draft. In order for the group to be official and to have a line in the budget, the group needs to find a home in our governance structure. It was suggested that it go under Communication. Because this will be an official UUC publication, the group would need to insure that all contributions be appropriate for all ages. Tim moved that we have a conversation with the Poetry and Prose group to raise concern about use of our logo (see policy manual on use of logo) with the suggestion that the one included be removed and replaced with our actual UUC logo (and that the chalice on page 2 be deleted), and to approve fundraising contingent upon establishing a set number of fundraisers in coordination with the administrator to insure that there are not too many fundraisers on the same day. The motion carried with 6 in favor and 1 abstention.

IX. **Timeline** – on April 8 at 6 PM, there will be an interfaith service against violence sponsored by VICPP with our choir singing “One Voice” with the Asbury United Methodist choir. On July 1, Lisa will change the recipient of adresstheboard@uucnrv.org emails from Linda to Carol.

X. **Process Observer** – Bonnie stated that there was warmth in the banter showing connection, we are getting better at delegating but are spending too much time on details.

XI. **Next meeting April 14 at 7 PM** – Carol will provide refreshments, Bill will serve as PO and provide the closing reading.

ACTION ITEMS:

Linda and Bob - develop excel table for paired decision-making of budget priorities

All – send Dara suggestions for worship associates

AGENDA ITEMS:

Should we allow restricted gifts? (much info on UUA website)

Where should our share of ½ plate collection go?

Lisa Evanylo, Administrator

UUC BOARD MEETING AGENDA
Thursday, March 10, 2016

| | | |
|--|-----------------|------------|
| 7-7:05 Chalice Lighting & Reading – Rev Dara Members Forum | | 5 Minutes |
| 7:05- 7:20 Check-in Process Observer- Bonnie | | 15 Minutes |
| 7 :20-7 :25 Review and Accept Agenda for current mtg. | | 5 Minutes |
| 7:25-7:40 Board Development— reflection on budget process, paired decisionmaking | | 15 Minutes |
| 7:40-7:50 Minister and Staff Reports Administrator's Reports DLFD's Reports | | 10 Minutes |
| 7:50-7:55 Consent Agenda and Old Business Previous Board minutes for January—approve | | 5 Minutes |
| 7:55-8:00 Treasurer's Report | | 5 Minutes |
| 8:00-8:10 Council Reports Facilities Council Governance Council Finance & Administration Council Lifespan Faith Development Council Membership Council Pastoral Service Council Social Action Council Worship Opportunities Council | | 10 Minutes |
| 8:10-8:20 Break and Refreshments | Provided by Bob | 10 Minutes |
| 8:20-8:25 Action Items Approving February Board minutes | | 5 Minutes |
| 8:25-8:55 New Business Charge for Space Cadets Update on Committee on Ministries Board fiscal priorities | | 30 Minutes |
| 8:55-9:00 | | 5 Minutes |

Information Items
Timeline, special events

9:00-9:05

5 Minutes

Select refreshments, process observer, and closing words volunteers for April

Process Observer Report- Bonnie

Extinguish Chalice- Linda

Next meeting: April 14

March Report to the Board - Rev. Dara Olandt

Yearlong congregational theme: "Our Year of Living Bravely"

Worship

March worship theme is **"Fate/Luck/Destiny"**

My one Sunday out of the pulpit will be **Sunday, March 13.**

Rev. Don Johnson is the guest preacher.

(I will be traveling to Philadelphia to officiate my grandmother's memorial service.)

Wednesday, March 9th – Lenten Supper and Service Supper at 5:30pm, service at 6:15pm

Even will occur at UUC. We open our doors this evening as part of a ecumenical Lenten series. UUC is co-hosting potato bar with Northside Presbyterian. Guest minister offering the message will be Rev. Catherine Taylor of Blacksburg Presbyterian. I will be supporting the service with Jared Gibbs providing piano accompaniment.

Sunday, March 20th – "Our Year of Living Bravely" Mission, Purpose, Promise. Worship and Post-Worship feedback session regarding the 2nd draft of the Mission-Covenant statement. This Sunday will be a special service highlighting the progression of the Mission-Covenant process and celebrating the 2nd draft. **It would good if a few Board members may be able to attend the post-Sunday service discussion and feedback session.**

Please mark your calendar for these additional events:

Friday, March 11, 7pm. Support our YRUU Coffeehouse.

Saturday, March 19th - Musical Concert with Jared Gibbs and Friends

NEW: Blue Ridge Cluster of Congregations to hold Spring Gathering!

Location: **UU Fellowship of Wanyesboro, VA**

Date: **Saturday, April 30th**

Focus: Guest Speaker, Chris Crass will be presenting a workshop on countering racism for Unitarian Universalists. Chris is a well known and much sought after Social Justice and Anti-Racism Educator. More about Chris can be found here: <http://www.chriscrass.org>
Details will be forthcoming. UUC will join up to 5 other congregations in supporting this event.

17 Data Points Document

This is now available. Please take a look.

Mission/Covenant Process

I have been meeting with the Refining Team to support progress towards the second draft Mission-Covenant statement. The 2nd draft is now complete and will be sent out to the congregation for review via a Special Message the week of March 7th.

Sunday, March 13 - Polly Stimpson will share an update to the congregation on this process, and all are invited to celebrate the conclusion of the Desert Parties with a special cake in the pot-luck. Hard copies of the 2nd draft will be available for review.

The following **Sunday, March 20th** the Sunday Service will highlight the 2nd draft, and a post-service discussion/feedback session will follow (see "Worship" above). This time is for welcome people to add additional comments, thoughts and suggestions before the Refining Team goes back to work to complete the final draft, which will then be shared with the congregation and submitted at the annual meeting for an up/down vote.

Stewardship

Per request of Stewardship Committee I offering a training of Stewards on Saturday, March 3. Event was well-attended. Stewards made several suggestions which will be incorporated into the final materials. I will be working with Lisa Evanylo and the Stewardship Committee to ensure the rest of the materials are updated with the changes.

International Partnership Church

Start Up weekend (Feb. 19-21) was well attended. Sunday's post-service info session held in the Library with the Partner Church Council representatives was filled.

Membership & Connections

The next New Member Orientation will be May 7, 9 - noon.

Social Justice & Prophetic Outreach

Working with interfaith partners (First Presbyterian, Blacksburg Jewish Community Center and Hillel, and eventually others) to explore the possibility of an Interfaith Worship Service in April. Theme is to be anti-gun violence. More details will be forthcoming as they are available.

I continue to support Social Justice Steering Committee as needed.

I continue to attend monthly meetings of the Blacksburg Ministerial Association and UU Blue Ridge Religious Professionals gatherings (when calendar allows).

Pastoral Care

I continue to meet monthly with the Lay Pastoral Care Ministry.

I continue to visit members of our congregation at home and in the hospital, as needed.

Memorial Garden

Coordinating an End of Life Planning event at UUC later this year with Memorial Garden Committee, date has been moved from April 3, 2016 to April 10th.

Administrator's Report to the Board
March 10, 2016

Committee Meetings: I attended the workshop offered by the Partner Church Council and a Stewardship Committee meeting. Preparing packets for the Steward training took many hours.

Space Usage: Use of our space by outside groups has increased recently. We now have a weekly Tai Chi class in Elarth, a small group of dancers rehearsing in Elarth at various times, a sleepover by a group of youth from the Burlington, VT congregation on their way home from building homes in NOLA, a VA Organizing meeting, and another 2 rentals of our firepit area. Some groups pay rent while others, mostly one-time non-profit users, usually do not.

Sitter Needed: One of our sitters has quit. If you know of anyone 18 or older interested in working in our nursery on Sunday mornings and at others times, please let me know.

Upcoming Events: If possible, come out and support our YRUU on Friday, March 11 at their coffeehouse and Jared and company's concert on March 19. Based on the many rehearsals scheduled, the concert is the result of much hard work and effort. A big crowd at both events would be wonderful.

Quickbooks: Bill Baker purchased a copy of QuickBooks for use when we begin working with bookkeepers July 1. I will be installing it on my computer shortly and then learning how to use it.

Attendance/Members: See online Google Doc.

DLFD Report to the Board – March 2016

Submitted by Karen Hager, Director of Lifespan Faith Development

Registration

- Current CYRE: 127 (unique children/youth)
- Children & Youth UUC “slots”: 177

LFD Council

- No meeting this month.

This month:

- The middle school and adult classes will complete three visits to Christian congregations, this month as part of their study of Christianity in the Building Bridges classes: St. Mary’s Catholic Church; Blacksburg Presbyterian Church; and Schaeffer Memorial Baptist Church.
- OWL 8-9 continues this month with 7 youth registered. Classes will be held downstairs, and signs will be posted to inform those in the building that only those affiliated with the class are allowed on the lower level during class time, due to the class content. This information will also be included in the weekly LFD email newsletter during class weeks. Class concludes in April, running for two Friday evening - Saturday lock-ins, and two additional Saturday classes.
- Both youth groups participated in blanket builds for Project Linus, contributing 30 blankets, as a social action project to benefit the community/world. The test of an after potluck event (blanket build by the congregation) indicated that congregants are not likely to attend events after the potluck. Most likely, this social action project will continue by youth groups in future years, with congregants’ participating by donating fleece and blankets they complete on their own.
- The YRUU Coffeehouse will be held March 11, and the trip to Mountain CON on April 1. **We strongly urge all board members to plan to attend the Coffeehouse and support our kids!** This is an annual fundraiser and a lot of fun!
- YRUU/YAC adult advisors met to measure our progress against our objectives and to plan the remainder of the year. All agreed that we must decrease fundraising activities by the kids to allow them to participate in more meaningful activities.
- The Easter Egg Hunt to benefit the Humane Society of Montgomery County will be held after the Easter Service on March 27. Donations are currently being accepted upstairs and downstairs, and the half plate collection for March 27 will benefit HSMC.
- I attended YRUU to discuss General Assembly and Youth Caucus. We have strong interest (not commitment) from 8 high school youth and have identified 3 adults willing to sponsor youth. In addition, 5-6 middle school youth are interested in attending Day Camp. Fundraising efforts are underway, and I am also checking into the possibility of financial aid, scholarships and a competitive matching grant for youth groups.
- I am planning to attend GA and the LREDA Professional Day. This will be financed through my Professional Development budget. LREDA’s topic this year is “Religious Education as a Growth Strategy”, which seems to have strong tie-ins for UUC.