

Unitarian Universalist Congregation
Board Meeting Minutes
October 14, 2017

Present: Board members Tim Pickering, Susan Wamsley, Irene Peterson, Pam Phillips, Bill Baker and Jennifer Mercier. Ellen Plummer and Amy Pruden-Bachi were absent.

Tim started the meeting at 7 PM and Irene did the reading. Everyone checked in. Jennifer agreed to be the process observer for this meeting.

- 1. Review and accept current agenda** – September minutes were available for review on One Drive. All accepted the minutes.
- 2. Member forum no member forum** – No members were present for the forum.
- 3. Consent Agenda: Approve** – All reports were available on One Drive. The consent agenda was approved.
- 4. Treasurer's Report** – Bill presented a PowerPoint presentation of the Treasurer's report. He reported that the Amazon Smile program should be available within the month.

4. Old Business

Discuss staffing of committees/teams

COM: Pam nominated Dick Luke as a member of the COM. All members approved the nomination. Pam reported on a shared ministry webinar that she attended.

Personnel Committee – Tim is working on this and reports Bonnie Lievsay will serve on this committee. Amy Pruden-Bachi has also agreed to serve on this committee.

Strategic Planning/Vision – No report since Ellen was absent.

Validate/prioritize list of goals – Jennifer presented the results of the first meeting of validation and prioritization of goals. Discussion was held regarding specifics of goals. Jennifer will provide a revised version to board members to solicit comments/ideas.

Update on Social Justice Activities- Pam gave an update on current Social Justice Activities.

Proposal for process to bring policies up to date. Tim is working with Frank DuPont on this project.

Plans for Oct. 22 weekend- Pam reported on the expected number of attendees and the program schedule for this event.

New Business- Frank DuPont has requested a clarification be made to the by-laws to clarify that no matters can be taken up at the annual meeting that have not been listed in the mailed meeting announcement.

An outside group used the sanctuary and could not find the handicapped entrance. Tim has requested a sign be put up to indicate the location of the handicapped entrance. Two columns outside of Pam's office are rotted. An estimate will be obtained and brought to the board for approval.

Discussion about congregational covenant – Pam reviewed the UUC Covenant and talked of ways she would like to incorporate in coming services to raise congregational awareness. She is also suggesting a board member be present during the Getting to Know UUC on 3rd Sundays. She will generate a poll to schedule board members to this task. We also discussed ways in which board members can be more visible to the congregation.

Governance Lesson- Tim presented a slide show on Governance and Ministry. We discussed some of the requirements for a congregation and board to be effective in governance and ministry.

Review and discuss homework assignment – The board reviewed and discussed the homework assignment of two videos regarding board governance.

The meeting ended with Jennifer giving a process report.

Next meeting November 9th.

Opening words volunteer for next meeting – Jennifer

Refreshment volunteer for next meeting – Irene

The chalice was extinguished and the meeting was adjourned at 9:00 PM.

Respectfully submitted by Irene Peterson

UUC BOARD MEETING AGENDA
October 12, 2017

7:00-7:15

Chalice Lighting & Reading - Irene
Check-in
Appoint Process Observer

7:15- 7:20

Review and Accept Current Agenda

7:20-7:25

Member Forum

7:25-7:30

Consent Agenda: Approve
Minister's Report
Administrator's Report
DLFD's Report
Previous meeting minutes

7:30 – 7:40

Treasurer's Report

Old Business

Discuss staffing of committees/teams

COM: Pam will provide an additional member name for Board approval

Personnel Committee – 2 needed, one from the Board.

Strategic Planning/Vision task force staffing

Ellen will describe plan to involve the Program Council in this effort

Validate/prioritize our list of goals for the coming year

Irene and Jennifer will report on metrics/prioritization. Possible vote

Update on Social Justice Activities – Tim/Pam

Proposal for process to bring our policies up to date – Ellen

Plans for Oct. 22nd Startup Weekend – Pam

Break and Refreshments (10 min.) – Susan Wamsley

New Business

Discussion about congregational covenant – Pam

Governance Lesson, Part I. Tim

Review and discuss Board homework assignment

- Who does visionary & executive leadership?
- What's the relationship?
- How clear are the roles and the relationships?

9:00-9:05

Select opening words volunteer for next meeting

Refreshment volunteer

Reminders of upcoming events

Extinguish Chalice and Adjourn Meeting

October 2017 Minister's Report to the Board
Submitted by Rev. Pam Philips

Leads Worship

We addressed the theme of "Welcome" in worship in September, including widening our welcome to include people who may not feel as welcome as we hope and welcoming unexpected "visitors" into our lives. I was pleased that a couple people accepted my invitation to tell me how they felt less than welcome at times.

Rev. Dr. Nicole Kirke from Meadville Lombard Theological School joined us October 1st, and Victoria Taylor did a wonderful time for all ages to explain the Day of Atonement for the children.

The theme of the month for October is courage, and we had a service on the courage of those affected by mental illness to commemorate Mental Illness Awareness Week.

I have trained four children to be "chalice kids" but was disappointed more who had signed up didn't respond to my follow-up email. I will reach out again to the parents to get more children involved. I've been pleased by the children's participation in the Time for All Ages. One of note was when the children lit candles the Sunday after Matt Hart died, particularly Karen Hager's collaboration on planning.

Officiates Rites of Passage

I officiated at one wedding off-site and have had several requests from non-members since then. I've begun handing them off to Jamie due to time constraints.

We held a memorial service for Ben Logan, which I planned with Cynthia Luke, Alan Moore, Seth Leonard, and Frank DuPont and included participation by members of the Shadow Lake Village community. Special thanks to George Lally for the tree that was planted in his honor and Arthur Snoke for recording the service so we could send it to Ben's family.

We held a memorial service for Matt Hart, which I planned with his sisters Fran Hart and Pam King, using the plans Matt had left behind. Again, thanks to Arthur for recording the service and to all the members of the congregation who helped by setting up tables and bringing food. The family was very appreciative of all the love and care of this community.

Provides Pastoral Care and Presence

I continue to meet with congregants individually.

We responded to the tragedy in Las Vegas by holding a vespers service that was attended by around 10 people.

Encourages Spiritual Development

In addition to leading Sunday services, I've been attending the weekly Conversations on Faith gatherings and participated in an EarthSpirit Sisters gatherings. I will offer a three-session New to UU adult faith development class on Thursday evenings starting October 19th.

Witnesses to Social Justice in the Public Square

I've continued to meet with the social justice team that is shepherding the congregation's chosen focus on environmental justice and climate change.

The conveners of the White Privilege/White Allies discussion group are still hoping to connect with the group in Richmond, but in the mean time they will be working with me to help plan the White Supremacy Teach-In that is scheduled for later in October.

I attended the NAACP banquet and was proud to be seated at one of our three tables. Thanks go to Irene Peterson for this outstanding participation by our church. I met several members of the community there with whom I hope to collaborate.

My sermon on October 8th was in response to the Mental Health Justice Ministry's request for a service addressing stigma and other difficulties in living with mental health. I received emails and verbal comments appreciating our addressing the topic.

The NRV chapter of Indivisible held a potluck meeting in Elarth on October 9th, which was well attended, including by members of the congregation

Leads Administration

The results of the Doodle poll led us to plan the start-up weekend on October 20th-21st. The draft agenda is added to this report. A church-wide invitation for the Friday evening event was issued in the twice-weekly email and an invitation to church leaders for the went out October 10th.

I've been meeting with the staff every other week now that I've gotten more up to speed, and I met with both Karen and Lisa to establish their goals for the year. I've committed to keep them apprised of board agenda items that might pertain to them ahead of time and to communicate board discussions/decisions afterwards.

Staff met to go over the progress on the new web page, and it looks really good. Thanks to Kelly Eagan for moving over the information from the current web page. We have some revision and editing to do, but it should be done soon.

The Connections Committee is continuing "Getting to Know UUC" conversations on third Sunday's after the service and would like to have board members sign up to help lead these brief conversations with newcomers. The Newcomer's Orientation is on October 14th (I believe 8 folks are signed up so far) and the new member recognition ceremony is scheduled for November 5th. The member directory has been set aside since Matt Hart's death as he was coordinating it. The committee plans to ask members to send in photos for the directory update. The ministries fair was being coordinated by Matt Hart; many thanks to Mark Benson for picking up the job for us.

Pursues Personal Renewal and Professional Development

I will continue to attend VACUUM meetings; this month the Blue Ridge Cluster will meet on Wednesday, the 18th and I have signed up to host the Blue Ridge Cluster of UU religious professionals for our March meeting. I have monthly meetings with my mentor, Rev. Makanah Morriss.

I have registered to attend the SEUUMA (Southeast UU Ministers Association) retreat at The Mountain, November 13th-16th.

I have participated in three webinars offered by the UUA professional development office and one by the UUMA.

I've met with two local clergy in an effort to build collegial relationships.

I've been getting to the gym more regularly and trying to hold my day off more sacred.

Serves the Larger Unitarian Universalist Faith

I continue to work as teaching pastor for Ellen Plummer. I am looking forward to shepherding the congregation through our first White Supremacy Teach-In later this month, connecting us to other UU communities who are also addressing racism in this way.

Unitarian Universalist Congregation

Blacksburg, VA.



Our mission: **Inspire** spiritual and ethical growth. **Create** compassionate community. **Transform** our community and the world through courageous love.



Ministerial Start Up Weekend October 20-21, 2017

Purpose: To set Rev. Philips and the congregation's ministry off to a good start, with an emphasis on role clarity and first year goal setting.

FRIDAY EVENING

The purpose of this evening is to engage the congregation with the Rev. Philips and each other. It is a time where all feel welcomed at the table and all voices can be heard. It is a good place to make sure new members attend. It can be intentionally multi-generational and new members should be encouraged to attend with the understanding that this is designed to bring the community together for no other purpose than fellowship and beginning a new chapter.

6:00pm Dinner

6:45pm Opening/Welcome/Introductions (while still eating)

7:00 PM HISTORY REVIEW/APPRECIATIVE INQUIRY FOCUS

Remembering your entire experience at our congregation, when were you most alive, most motivated, and excited about your involvement? What made it exciting? Who else was involved? What happened? What was your part? Describe how you felt?

What are the most important contributions the congregation has made to your life? Tell me when this happened? Who made a difference? How did this affect you?

What are the most valuable ways you contribute to this congregation's ministry – your personality, your perspectives, your skills, your activities, and your character? Give me some examples.

When you consider all of your experiences at our congregation, what has contributed most to your spiritual life? What relationships or programs or events have been most powerful and helpful in fostering the congregation's spiritual development?

What are the essential, central characteristics or ways of life that make our congregation unique?

Make three wishes for the future of this congregation. Describe what the congregation would look like as these wishes come true.

8:45pm Closing Words

SATURDAY

Participation is limited to: Board of Trustees, Committee on Ministries, Committee Chairs, and other invited guests.

9:00am Opening Reflections/Chalice Lighting

9:15am Warm-Up Exercise – Ways of Being

9:30am Board & Minister's Working Relationship – Shared Ministry

- Ministerial authority in Unitarian Universalism:
 - The Free & Untrammelled Pulpit, with Free Pew
 - Pastoral Care & Rites
- Board's authority in the Free Church

9:45am Review of Congregational Expectations of the Minister for:

- Worship, pastoral care, presence in congregational life, social witness
- Work with lay leaders
- Work with paid staff

10:45am Break

11:00am Identifying Congregational Power & Authority: Reserved for:

- The Board
- Committee Chairs
- Instrumentalities or Affiliated Groups
- The Minister
- Other staff

11:45pm Review of Congregational Mission & Core Values

- What is the Mission?
- What really matters (from time-line & norms discussions)?

12:15pm Lunch Break

1:00pm Review of Congregational Life:

- What's working well?
- What needs immediate attention?
 - By the Board?
 - By the Minister?
- Leadership Decision Process
 - How are decisions made? What does trust look like in this congregation?
 - How is the leadership agenda set?
 - How do we communicate to the membership?
- What should the minister do or not do with any of this?

1:30pm Identifying and agreeing upon the Minister's First Year priorities for:

- Congregational life ministries (worship, faith development, pastoral care, building congregational community, social witness)
- Working with lay leaders
- Work with paid staff
- Relationship building
- Leading congregational mission & purpose

2:15pm How will we help the Minister, Board & Congregation succeed? What governance model will work? Is there enough role clarity to ensure success?

2:30pm How will we communicate today's agreements? Who needs to know - what, when, and how?

2:45pm Process review

2:55pm Closing words

3:00pm End

Administrator's Report to the Board

October 12, 2017

Fall Directory: The October directory, zone map (know your UUC neighbors), committee chair/task leader list, and list of aliases will be available via our website's member area early next week. You can download all files to your computer for future reference. One hard copy is given to a member who doesn't have internet access and a copy is available in the workroom.

Update on Lifetouch Photo Directory: The Connections Committee met and opted to cancel the planned Lifetouch Photo Directory primarily as Matt Hart was the driving force behind that endeavor. However, a directory with current photos is very helpful as we grow, so in November, the committee will be encouraging all individuals and families to email me a current picture (jpeg) which I can upload to the online directory updated every 3 months or so. There will also be someone on hand after services to take pictures of those preferring this option. In this way, it's hoped that the photo directories produced by UUC will suffice.

Thanksgiving Dinner at UUC: Carol King and Annie Dornberg will be coordinating the annual potluck on Thanksgiving Day in Elarth at 2 PM, continuing our annual tradition.

Pledge update emails: Emailed October 5 to all who pledged with info for first quarter.

Committee Meetings: I continue to attend Auction and Stewardship Committee meetings.

Community Use of Space: On Nov. 16 & 17, we will be hosting the Veteran and Family Support Program's Suicide Prevention Workshop, co-sponsored by NRVCS, in our space. The workshop is open to our members and the public so will be advertised in our announcements until the 30 slots are filled. As they have no ability to pay, the space is being provided as a community service to them at no charge. They are very appreciative.

Service Auction Update: As I write this, there are only 67 items that have been donated for our auction. The goal is 200 – so if you haven't donated anything yet, please do so ASAP. And be sure to attend and bid on all the wonderful items!

Attendance/Members: See online Google Doc. Let me know if you no longer have link.

DLFD Report to the Board – October 2017

Submitted by Karen Hager, Director of Lifespan Faith Development

Registration

- CYRE: 107 (unique children and youth)
- LFD Activity slots: 138
- UUC Activity slots: 150

This month:

1. The death of Matt Hart hit the entire LFD team emotionally, and also left us with volunteer roles to fill as a Children's RE Teacher and a Coming of Age mentor. We've filled the teaching role, but are still in search of a COA mentor. The kickoff for COA had to be delayed, and we are waiting to fill this slot to reschedule. Matt will be greatly missed!
2. Our middle school class visited Temple Emmanuel in Roanoke in September, along with interested adults, with a total of 16 participants. This was our first visit to Temple Emmanuel and we plan to keep them on the visitation schedule for future years. Our next visit will be to Dharmapala Kadampa Buddhist Center in October.
3. YRUU and YAC adult advisors held their quarterly retreat in September. Advisors discussed current issues and reviewed the new YRUU Playbook (essentially, a digital binder). Advisors (and staff) are highly enthusiastic about this tool, as are the advisors for Middle School Youth Group. We believe it will save us a great deal of time this year, and in future years, and will result in better execution of tasks and events.
 - Middle School Youth Group has hit a record high of 23 kids registered; we believe that it's highly possible it may grow further this year.
4. The YRUU Social Justice and World Religion/Theology task teams met and mapped out plans for the calendar year. Our last survey of youth indicated that 100% of youth desired to spend time on social justice/social action projects; 100% wanted to learn more about world religion; and 75% wanted to spend time on theological discussions. We have proposed a plan in which one meeting a month will be partially devoted to social justice work; and one meeting a month will be partially devoted to a world religion/theological discussion. YRUU youth have approved this plan and details for November-January meetings. We will be evaluating this initiative at the YAC meeting in January and will make changes, or finalize plans for the remainder of the year. This is a new initiative for 2017-18.
5. Plans have been formulated for the 2017-18 Adult Faith Development program. In addition to our ongoing programs, we will also be holding these classes and events:
 - *The Story of God, with Morgan Freeman*: a monthly class featuring the viewing of a 40-minute episode of the most-watched *National Geographic* series in their history. *The Story of God* explores the religions of the world through discussion of one of the big questions of life. No particular theological viewpoint is advanced. Runs October-March.
 - LFD and the Social Justice Team are co-sponsoring *The Environmental Justice Film Series*, with showings of 6 of the movies from the 2017 Sundance New Climate Program. The Series will kick off in January with a showing hosted by YRUU of *An Inconvenient Sequel*. This series will be open to, and promoted to, the community.
 - Pam will be holding the class, *New (Or Not So New) to UU*, running three sessions in October and November. This class is appropriate both for newcomers and those who wish to look anew at Unitarian Universalism.
 - A book discussion group for the UU Common Read, *Centering*, is planned for early 2018. This group is expected to meet for 3 sessions.
 - As a digital complement to our world religion class, the Facebook Discussion Group, Building Bridges: World Religion for Adults, has been relaunched. Those wishing to join can do so at <https://www.facebook.com/groups/1178336732181957/>.
6. *It's Scary to Be Hungry* will be held Sunday, October 29. Kroger has made changes to this program and we have concerns that the changes may impact our total donations. I will report on results next month.
7. The 2017-18 LFD Prospectus has been printed and is also available online. You can see a copy at http://www.uucnr.org/dfd_prospectus.pdf