

UUFEC Board of Trustees Meeting Minutes

November 26, 2018

Attendees:

Officers:

President	Gil Brown
Vice President	Julie Winfree (absent)
Treasurer	John Holt
Secretary	Jan Mullins
Past President	Josh Ashley

Members-at-large

2018	Winky Sweet
2018	Amanda Piburn

MINUTES

Minutes from 10/15/18 were approved in e-vote and have been posted online.

SPECIAL NOTE ABOUT COMMITTEE FUNCTIONS AND CHAIRS

- 1) Gil made a proposal that we make FF&F a subcommittee part of Membership. **The board agrees.**
- 2) Gil also proposed that we create, simple guidelines on the ***Ideal Committee Functions at UUFEC***, to include the following:
 - a. Regularly scheduled meetings, announced to the entire fellowship, at least quarterly.
 - b. Observance of democratic process in all decision making
 - c. Brief reports of committee activity sent to the Board
 - d. Regular turnover of the chair position every ~1-3 years

- e. The Board suggested that the committee might also keep attendance records.

These guideline are only “Ideal” and may not be able to be obtained in all situations, but it is what we would like our committees to strive for. **The board found this to be reasonable.**

- 3) The board reviewed which committees we should consider new chairpeople for, based on either existing vacancy or how long the current person has chaired these group
- Caring committee: Rece may need a break.
 - COM: committee is functioning well and has had a natural turnover
 - Communications: does not exist.
 - Building and Grounds: Fred has been doing this forever. He could use a break.
 - Finance Committee: Elizabeth has been serving a long time. This committee needs more members to help with Sunday counting as well as to make decisions related to finance.
 - Food Fun & Fellowship will be incorporated into Membership.
 - Membership: Jane is taking over this committee.
 - Religious Exploration: Amy has taken this committee.
 - Religious Services: Working really well with Brian as chair.
 - Social Justice: Abigail needs some support.
 - Endowment Committee: Filled in with new members. Josh is chair.

Minister's Report:

Minister's Report No. 4

Unitarian Universalist Fellowship of the Emerald Coast – Valparaiso, FL

Nov 26, 2018

1. Sunday Service(s):
 - a. CONTINUED: Abigail R. is working on videoing of Sunday Service and establishing a UUFECC YouTube presence.
 - b. RS Committee Coordination – on going...calendar development (staffing of Sunday services) Holiday observations planning in process.
 - c. Dec 2 Ken Sizemore guest musician. John will cut Ken a check.
 - d. Dec 16 (Youth Overnight Dec 15) Service with youth participation. Lisa and Doak will work on this.
2. Pastoral Care: 12 contacts
3. Community: Niceville-Valparaiso Chamber of Commerce membership Area Ministerial Association (Missed this month due to SEUUMA)

4. UUA: UUFBC (Panama City) guest speaking Feb 24, 2019
SEUUMA Nov. Meeting at the Mountain (Worship Leader)
UUFBC support effort
5. Programs:
Spring consultation with Southern Region UUA Field Person...ministry
start up: *covenant development, mission refinement, etc...*
6 participants in 'Thanksgiving for Strays' potluck lunch Nov 22.
6. Facilities:
 - a. IN PROGRESS: Develop plan for serious landscaping cleanup: select healthy, desired plants, and eliminate brush. Focus should be on John Sims frontage. Two County Forester (Maria Wilson) consults: tree health, trimming...overall vegetation/landscaping evaluation. (Julie and Gil documented)
 - b. Front entrance remodel design (with ADA specs) underway (Jean-Paul, Julie, & Doak)
 - c. Interior Painting Schedule?
7. Communications
 - a. Social Media presence and activities (UUFEC Facebook Page)
 - b. Monthly ENews column.
8. COM
On going consultations monthly.

Together – Doak The Rev. Dr. Doak M Mansfield

BOARD RESPONSE/INPUT: _

Marion and Cecile have been with us for about ten years. **We will plan some appreciation for them.**

TREASURERS REPORT:

We are behind on the pledges. Marion will send out letters letting folks know where they stand.

The finance committee proposes that no spending happen without a statement of where the funds are coming from. John made a motion and Josh seconded. This motion was passed.

BOARD RESPONSE/INPUT: _ Mention was made to have credit card "Square Readers" available at church.

STANDING COMMITTEE REPORTS

Caring Committee; Rece Howley: Liaison: Amanda Piburn

REPORT: This committee continues to be busy.

BOARD RESPONSE/INPUT: _____

COM Committee; Chair: Kathy Roniger: Liaison: Josh Ashley

REPORT: We put a notice in the E-News reminding the congregation of who we are and what we do.

The COM is working on the following areas:

- developing a Gift Acceptance Policy for the Board's consideration.
- developing/implementation an evaluation of the minister, in the context of our overall duties to assess our overall ministry
- advancing a covenant of right relations more broadly in congregational life
- updating our safe congregation policy
- using a "5th Sunday" for a congregational conversation about safety and/or congregational life

Thanks.

Jane

BOARD RESPONSE/INPUT: ____ John will reach out to Stiles to get information on this committee and the gift acceptance policy.

Communications Committee; Chair: None; Liaison: Julie Winfree

REPORT: Communications is without an official chair or committee. Marion is doing the day to day maintenance of the Enews. John Holt is working on the Logo(s).

BOARD RESPONSE/INPUT: ____ We discussed the logo. John will get them to Marion and Doak.

Facilities / Buildings & Grounds Committee; Chair: Fred Boyer; Liaison: Winky Sweet

Building & Grounds Monthly Report:

1. Members need to be more diligent in kitchen. Stove and oven have been left ON recently by accident! Last one out needs to verify, then lock.
2. Fall clean-up: 10 November , huge success with 17 members responding. The obnoxious oleander bush has been leveled. Chris P. sealed squirrel access points. (Unfortunately, it appears they have found a "back door"). Dead tree on corner will be removed in next 60 days. But, at our expense.

3. Interior paint project will begin right after Xmas decorations come down. Looking for more volunteers. Selected colors are: grey and eggplant. Material cost will be approximately \$600

4. Yard mowing was concluded on 25 October. Annual cost: \$1040.

5. The next Bldg & Grounds meeting will be: *Thursday, Dec 6 at 6 pm.* Anyone is welcome to attend.

Warm regards,

Fred Boyer, Chair, UUFECC Building & Grounds

BOARD RESPONSE/INPUT: _____

Finance Committee; Chair: Elisabeth Ashley; Liaison: John Holt

To be presented at meeting

BOARD RESPONSE/INPUT: _____

Food Fun & Fellowship Committee; Chair: Jan Mullen; Liaison: Jan Mullins

To be presented at meeting. Also, note: Roy Zimmerman Returns! He will be here on 2/12/19 at 7 pm.

BOARD RESPONSE/INPUT: Jan and Gil will use their WUWF ads to advertise this event again this year. Other UUFECC'ers can as well. (added after meeting by Gil: We will also be sure that our regular UUFECC announcement mentions this.)

Membership Committee; Chair: Jane Park; Liaison: Amanda Piburn

We currently have 83 members.

There was a new member ceremony during the service on Nov. 18, where the congregation welcomed the ten new members who have joined since the last joining ceremony in summer 2017. Thanks to Doak for his gentle nudging to make this happen and for developing the ceremony components.

The new members are:

1. Sarah Albano (plus son Julian and daughter Annabelle)
2. Margie & Gary Collins
3. Tim Miller
4. Jean Paul & Toni Pentecouteau (we discovered that after being here a few years, they had not signed the book!)
5. Chris & Paula Previte (plus, sons Solomon & Atlas)
6. Jenna Reeves, (plus son Erik)

7. Abigail Riggensbach, (plus daughter Luna)

Thanks much.

Jane

BOARD RESPONSE/INPUT: _____

Religious Exploration Committee; Chair: Amy Weisberg; Liaison: Jan Mullins

No Report submitted

BOARD RESPONSE/INPUT: _____

Religious Services Committee; Brian O'Connell Chair; Liaison: Winky Sweet

REPORT:

No formal report submitted. See attached Calendar.

BOARD RESPONSE/INPUT: We looked at the Calendar. The December 9th service is to be titled "Gifts of the Season."

NEW: Social Justice Committee: Abigail Riggensbach Chair; Liaison: ???

REPORT: No formal report submitted.

BOARD RESPONSE/INPUT: _____ Gil reached out to the Panama City church to get a clean-up planned. He will continue to work on this.

Endowment Committee: Chair Judy Byrne Riley; Liaison: Josh

No report submitted

BOARD RESPONSE/INPUT: _____

AD HOC COMMITTEE REPORTS:

Growth Team:

Last Meeting held on Friday, Aug 24. Not scheduling new one until we meet with Christina Purcell

BOARD RESPONSE/INPUT: _____

Bylaws Committee: Members Julie Winfree, John Holt, and Brian O'Connell.

No Report Submitted

(Need to figure out what we're doing with this Committee)

Suggested changes to bylaws:

- *Inclusion of the endowment committee amendments into regular bylaws with mention in 7-1 as a standing committee*
- *reducing the number of members in our Endowment committee and the duration of their terms*
- *clarification of which board chooses the new COM position for the new years*
- *clarification of who membership committee can delete from membership list*
- *clarification of who doesn't need to meet pledge requirement for membership*
- *under 1-3, last few words should state we are members of the "Southern Region. . " not mid-south district*

BOARD RESPONSE/INPUT: _____

Endowment Committee:

Value 3/16: \$51,435.54

Value 3/17: \$90,500.01 (includes Joanne Nelson endowment)

Value 3/18: 97,880.90

(Increase: \$7480.89 Growth: .0815%)

Value 9/18: \$104,115.50

(Increase: \$6234.60 Growth: .0636%)

BOARD RESPONSE/INPUT: _____

CALENDAR UPDATE

<http://www.uufec.com/wordpress/calendar/uufec-calendar/>

Our Calendar highlights and helps coordinate upcoming UUFEC events.

OLD BUSINESS

Ministerial Start Up Workshop

Christine Purcell is in communication with us and will be working on arranging this. Gil will call her in 1-2 days.

NEW BUSINESS

- Take down of spring, 2013 minutes from our website. A discussion of how to create a better website, a commercial for our congregation, ensued.
- Get together with UU Bay County
 - o This is so important that we join and do work together
 - o On a Saturday?
 - o Maybe with Tallahassee?

We also discussed the announcements and the new format. Peri's announcement will be handed off to Abigail, chair of social justice.

Meeting Adjourned at 7:50

Next Board Meeting: Dec 30