

## ***Unitarian Universalist Fellowship of the Emerald Coast Board Meeting Minutes***

**Date:** August 19, 2013

**Time:** 6:30PM

**Place:** Unitarian Universalist Fellowship; Valparaiso; Florida

**Members Present:** Karen Lauer called the meeting to order at 6:30pm; Beth Reindl, Ed Farley, Diane Gibson, Rece Hawley, Denny Lauer, Reverend Rod Debs (Ex-Officio), Kathy Roniger, Micah Krider, Josh Ashley and Loren Boyer, Board Members.

**Guests Present:** Miriam Lavandier, Shar Farley, John Drury, Ellen Holt, Debra Baker, Richard Ryan, Joe Arganbright, Chris Larson, Judy Byrne Riley, Odin Toness and Dar Kayuha.

**Welcome and Check In** – All reported what is right and interesting with their world.

**Chalice Lighting** – Reverend Rod’s opening words reflected the Board Covenant of Communications - communicating with respect and love.

**Secretary’s Report** – Minutes not available. Minutes will be presented via electronic communications and posted as completed.

**Treasurer’s Report** – Ed sent a complete report to the Board and Finance committee. Additional copies of the report are available through the Finance Committee or Ed Farley, Board Treasurer.

The finance committee will run a “Stop the Gap” campaign drive in September. They will then revisit the budget prior to the October congregational meeting and suggest modifications.

**Endowment Committee Report** – Don Hawkins reported that at the Congregational meeting the Committee wants to put forward a By-Laws change for the Endowment Committee. Rather than two, three-year terms they are requesting that the officers have one five-year term.

**Financial Review** – Discussion took place with finance committee issues and changing the budget and board approval needed to change the budget. Any changes in budget will pass through the Democratic process of approval as stated in the By-Laws.

**New Board** – The Congregation will be electing new board member's this year and nominations will be discussed at the September 9<sup>th</sup> board meeting by the Nominating Committee, which consists of three of the departing Members-at-Large.

**Program Council** – Josh Ashley, Program Council chair and board liaison reported the September schedule is set and the council will be meeting on September 10<sup>th</sup> to discuss and plan for October and November. Core is meeting twice a month – Saturday and regular Monday night. UUFEC activities fair will be September 29, 2013. For more details on Program Council, attend the September 10<sup>th</sup> meeting.

**DRE Report** – Beth Reindl, Board RE liaison and Interim DRE is still acting DRE until the DRE Search Committee hires a permanent replacement for Darrell and Debbie Bruning, who resigned permanently as of June 30<sup>th</sup>. Beth discussed the “Love Connects Us” curriculum for the 2<sup>nd</sup> to 5<sup>th</sup> graders and the “Coming of Age” curriculum for the older Youth currently carrying RE through the year until 2014. The discussion is also taking place with regards to curriculum for the younger kids and the RE Committee is open to discussion and recommendations from the congregation or any volunteers who want to help with this program.

**Religious Services** – Karen discussed the various programs that would be coming up. The committee is continuing with contemporary services being held the last Sunday of the month – coming up, Don Harrison is putting together a Star Trek program for September 29<sup>th</sup>.

**Religious Exploration** – Micah, RE Board liaison and Beth, Interim DRE covered most of the needed information. Ed asked about the pergola/playground completion. Micah is working with Mike Lindsay and they have been working hard on that. The board expressed thanks to them for their time and talents as volunteers in this effort.

**Food, Fun and Fellowship** - Diane said coming up is a movie night on August 30<sup>th</sup>, Friday night, movie will be K-Pax for the adults.

**Aesthetics** – Rece said there is no report. Karen reported that bookcases have been coming in and being assembled as they arrive.

**Membership** – Ed Farley, Board Liaison for this committee yielded to the chair, Shar Farley since she was in attendance. Shar said that activities have been small since it has been summer travel time. She talked about tapestry of faith and those ideas.

**BOD Nominating Committee** – Micah Krider reported that he has been talking with various congregants and has a few nominations that will be presented at the September 9<sup>th</sup> meeting.

**Ministers Report** – Reverend Rod discussed different community activities he has attended during his professional development time off. Professional development time off is time ministers take to attend community activities and networking for the ministry in those areas, as explained to the board by Reverend Rod, as some of the board members requested education on this practice.

Reverend Rod discussed religious services and the budget cuts to the program. These cuts affect speakers in the future and the need to work within the budget and find leaders within the congregation of who can serve as speakers.

**Caring Committee** – Reverend Rod reported that an on-line Caring Circle has been created because of the difficulty of a Caring Committee to meet regularly in person. Any caring needs may be communicated to all the members of the Caring Circle by sending one email to [caring@uufec.com](mailto:caring@uufec.com) or by contacting Membership Chair Shar Farley or Reverend Rod who will do so for you.

The majority of Caring Circle communication is electronic and can be accessed at the UUFEC website (under Members – Caring Circle) by members of the Caring Circle. Members may request to be on the Caring Circle by contacting Reverend Rod who is responsible that members' personal and health information is handled by the Caring Circle with appropriate confidentiality.

**Communications Committee** – Beth, Board committee liaison and Communications Committee co-chair, reported on various information updates being implemented electronically and with procedures that are being implemented regarding joining the member's information list. If you want to join the members side of the website, as always, e-mail [webmaster@uufec.com](mailto:webmaster@uufec.com) and you can be added and given sign-in information so that everyone has opportunity to review the information in the members section that is not confidential.

**Congregational Ministry Committee** – Shar reported that there was a meeting and that everyone was present except for Jane Montgomery. Shar reported that procedures have been followed and reported to the UUA and noted in the UUA policies and procedures documentation. An upcoming meeting will be held and addressed by all. The concerns of the congregation are to be addressed with self-examination when we are criticizing others and trying to resolve conflict.

A congregant was discussed briefly as he has been suspended from the fellowship and procedures have been put in place for him to reapply for membership or cancellation of the suspension if it is necessary.

**President's Report** – Karen discussed meeting dates of August 23<sup>rd</sup> and 24<sup>th</sup> for upcoming UUA visitors Connie Goodbread and Megan Lovett. We will again have a Friday night gathering and a Saturday "Fish Bowl" sessions.

**Review of the Ministry** – Karen read part of the “Shared Ministry” and other obligations by the congregation to be reviewed. The Congregational Covenant that was signed at Reverend Rod’s hiring was presented to the Board by Judy Byrne Riley, who signed this document with Reverend Rod at his calling to service. It was agreed to put this on the Members side of the website for review by members.

Karen also read some documentation referring to the minister’s obligations to the community and his obligation to be Ex-Officio (as is the Board President) of all Committees to support these volunteer congregants in their service on these Committees. Point was made that the minister’s contract does not call for the review of the minister but a review of the “ministry”, which is the congregation as a whole.

By-Laws and the need for change in 2009 version was a point of interest. CMC changes were discussed and the involvement of the minister on this committee was a point of concern for some.

John Drury, Guest, asked a question about the assessment of the ministry. Kathy was bringing forward information about the Minister being on the CMC Committee that would be assessing the minister himself. It was again clarified that the assessment was an assessment of the ministry, not of the minister.

Rev. Rod discussed all the procedures and presented the Congregational Covenant of the UUFEC and how it works.

Judy Byrne Riley discussed the procedures of evaluation of the minister and the evaluation of the congregation. We need to look at how the congregation does the evaluation and possibly appoint an ad hoc committee for the ministerial review.

Micah suggested that the copy of the Congregational Covenant be scanned and put on the website for the members. Beth agreed to send it to the webmaster for inclusion on the website. Much discussion took place on the assessments for everyone and the shared ministry. Debra Baker-Rian, Guest, asked what assessment and self-evaluation was done for the congregation and for Rod himself.

Rod reported that some years ago, the Congregational Ministry Committee initiated the effort to collect committee policies (charges to committees) that would be necessary for a review of the ministry. Self-assessment by committees requires that their responsibilities be clear, than they can articulate their goals for the year and do a self-assessment along with all other ministries of the congregation.

The Board went into **executive session** and the Guests were asked to leave the board meeting at 8:55pm. The discussion is confidential information.

**Board adjourned the meeting at 9:55pm.**