

UU FEC Board of Trustees Meeting Minutes

May 31, 2019

Attendees:

Officers:

President	Gil Brown
Vice President	Julie Winfree - absent
Treasurer	John Holt - absent
Secretary	Rece Howley
Past President	Josh Ashley

Members-at-large:

2020	Toni Pentecouteau - absent
2019	Amanda Piburn
Ex Officio	Doak Mansfield

Guests: none

MINUTES

Review Minutes from 4/13/19.

BOARD RESPONSE/INPUT: The 4/13/19 minutes were approved as distributed without objection.

Minister's Report:

Minister's Report No. 10
Unitarian Universalist Fellowship of the Emerald Coast – Valparaiso, FL
May 31, 2018

1. Sunday Service(s):
May 5 'What is Life For'

- May 12: 'In Honor of Mother's Day'
2. Administration & Congregation Interaction
Ongoing monthly leadership meeting with President and Vice-President.
Monthly Cover Dish
 3. Pastoral Care: 3 contacts
Tiny Anderson
 4. Community:
PFLAG Startup Planning
 5. Facilities:
Front entrance remodel design (with ADA specs) underway (Jean-Paul, Julie, & Doak) ongoing
 6. Communications
Social Media presence and activities (UUFEC Facebook Page)
 7. COM
On going consultations monthly.

Tiny Anderson Memorial Service June 22, 2 PM.

I will be taking vacation in July. No Sunday involvements that month.

Together – *Doak*

The Rev. Dr. Doak M Mansfield

BOARD RESPONSE/INPUT:

TREASURERS REPORT:

No report submitted.

BOARD RESPONSE/INPUT:

STANDING COMMITTEE REPORTS

Caring Committee; Rece Howley; Liaison: Rece Howley

The Caring committee met on May 5, 3rd hour. Members present: Linda & David Carson, John Drury, Peggy Owens-Mansfield, Kathy Roniger, Perpetual Chairwoman Rece Howley and ex-officio, Gil Brown.

Caring Committee members visited a congregant during her last surviving days.

BOARD RESPONSE/INPUT: Tiny's memorial is June 22nd.

COM Committee; Chair: Jane Park; Liaison: Josh Ashley

COM REPORT

At its May meeting, the Committee on Ministry continued its preparations for the Minister's annual assessment. UUFEF's bylaw calls for the COM to lead this effort and Doak's contract calls for an evaluation at the end of the first year of his contract.

The Committee also discussed a few issues related to people who are not allowed on UUFEF premises.

—First, **we agreed to recommend to the Board** that anyone who is not allowed on the premises should be removed from the E-News distribution list. One person who is not allowed on the property currently receives the weekly ENews. Consistent with the role of the COM, we understand this is a Board decision and are interested to hear your response or decision in this matter.

—Second, we discussed the issue of how UUFEF “enforces” or implements Board decisions to “ban” someone from the premises.

How do we do this in practice? One person who is not allowed on the premises has come and been asked to leave on multiple occasions. This issue raised several questions. Should anyone hosting a UUFEF event be responsible for implementing the policy? Who should know who is not allowed? Do we need to identify “enforcers” and train them? This is a complicated issue — the devil is in the details! We agreed to revisit at our next meeting and recommend a course of action to the Board. Of course, the Board may take any action it wishes in the meantime. We welcome your thoughts on this.

—Finally, we discussed how the policy applies to community events that are not, strictly speaking, UUFEF events.

We are trying to get “ahead of the curve,” as UUFEF takes on a greater community presence, (e.g., as hosts of the new PFLAG chapter). Can we tell someone that they can't participate in a community event? What if there is a special event (e.g., wedding or funeral)? Do we tell the host of such an event that some people aren't allowed? These are complicated questions eliciting a range of responses among our small group. As with the previous issue, we agreed to revisit at our next meeting and recommend a course of action to the Board. Of course, the Board may also take any action it wishes in this area, as well. We welcome your thoughts on this.

BOARD RESPONSE/INPUT:

The board agreed to ask the COM to modify the disruptive members policy to reflect the addition about the Enews or other UUFEF Communications, and then bring it back to the board for approval. For the time-being, the board also agreed to remove any previously disengaged members from the current Enews recipient list.

Communications Committee; Chair: Paula Previte; Liaison: Julie Winfree

We had a meeting scheduled this month on 5 May, but we had zero attendance. However, here are a few things that we are still working on.

-DRE search w/President

-Podcasts of the sermons are up and running on the website. Chris Jordan is awesome and has helped us produce a professional package. John Drury has been recording the sound for us. I'm planning on sending out a Facebook post when new ones are posted so that absent members can listen at their leisure.

-Business card is complete and ready for the printer. Jenna Reeves designed it and it is attached. Can you do a quick review so that we can have these printed BEFORE the pride walk?



-Google search photos for "UU FEC" have been updated.
Thanks, Paula

BOARD RESPONSE/INPUT: The proposed Communications Policy was approved as distributed without objection.

The Board strongly endorsed the proposed business cards as presented by Paula from the Communications Committee.

Facilities / Buildings & Grounds Committee; Chair: Julie Winfree; Liaison: Julie Winfree

No new report submitted.

Highlight from last month's board report:

Larger Projects:

- *Re-cover air vents in soffits*
- *Install HVAC duct and vent to minister's office*
- *Replace/repair wood fence along parking lot*
- *Wash building exterior, sidewalks*
- *Décor for Sanctuary and Entryway (Aesthetics Subcmte)*

BOARD RESPONSE/INPUT:

Finance Committee; Temporary Chair: Gil Brown; Liaison: Gil Brown

- Meets 3rd Sundays
- Last meeting was 4/21/19 (no meeting in May)
- Need Board Approval to move \$50k to 2 year CD and \$30k to 1 year CD
- Training more people to do the count after church
- Josh working on getting cheaper phone option
- Presentation of Right Relations for committee
- Updating and reviewing of FC policies and Procedures
- Approved general concept of a Capital Campaign Drive for several building renovations: including electrical work and renovation front and back entrances
- Approval of use of debit card by Committee Chairs and UUFEC employees
- Still reaching out to members for completion of pledges- coordination nonpledgers with membership team
- Blake will be new FC chair, starting in June.

BOARD RESPONSE/INPUT:

The board voted to approve the transfer of funds as requested by Finance Committee to move \$50k to 2 year CD and \$30k to 1 year CD

Membership Committee; Chair: Jane Park; Liaison: Toni Pentecouteau

With Tiny Anderson passing, we now have 85 members.

Three of our five newest members are now engaged in activities in which they have expressed interest.

I got waylaid by work in trying to convene greeters in May. Now hoping for June.

Five more people have expressed interest in joining. I aim to hold another UU Newcomers in late July or in August.

I have received a list of non-pledging members from Treasurer John Holt and will proceed according to the process shared with the Board in January.

-Jane Park

BOARD RESPONSE/INPUT:

Religious Exploration Committee; Chair: Amy Weisberg; Liaison: Toni Pentecouteau

- Met on 3rd hour, 5/19/19
- Looking for replacement chair to help Amy
- DRE recruitment process in full swing

- Need better advertising strategies
 - On Indeed
 - On campus
 - Through school district
 - On other Facebook groups
 - Help from Chris Jordan
- Need final written contract. **John Holt working to modify contract** to reflect expectation that DRE will work summers, 912 hours per year.
- REQUEST TO board: RE Committee asking for clear directive on whether we have a summer curriculum for RE (costs more \$ but lots of families and kids need it.)
- Lisa DRE last day is May 30.
- Expanding Day care / nursery supervision hours via additional youth aids, to cover 3rd hours every other Sunday
- Maybe Hiring Ayah and/or Nina to be youth coordinator
- Into the Trees curriculum selected for summer
- Selected Harry Potter Curriculum starting in the fall
- RE party at Gil and Jane's on June 2nd.

BOARD RESPONSE/INPUT: The Board agreed that the decision to hold an RE Summer Curriculum will be made no later than March 1, every year, and in collaboration with the RE chair and the DRE. This decision will be made on a year-to-year basis, in order to consider the needs and resources of UUFEF on any given summer.

Religious services Committee; Brian O'Connell Chair; Liaison: Amanda Piburn

Upcoming guest or special services:

- June 2: Rev Glenn Farley
- June 9: Flower Communion
- June 30: Ed Chandler

“Out of the Box” services start July 7. Six services overall, in July and August. Working format and speakers/presenters now (myself and Shar Farley)

See you in June —
Brian

BOARD RESPONSE/INPUT: Doak pointed out that the RS committee had also created a standardized calendar of services that will be expected to be held every year, including services like the flower communion, the blessing of the beasts, the bridging ceremony and others.

Social Justice Committee: Chair: Abigail Riegenbach; Liaison: Rece Howley

No report submitted

BOARD RESPONSE/INPUT: none

Endowment Committee: Chair and Liaison: Josh Ashley

Josh reported that the endowment committee will be meeting quarterly. The next meeting will be in June.

BOARD RESPONSE/INPUT:

AD HOC COMMITTEE REPORTS:

Growth Team:

Last Meeting held on Friday, Aug 24. Gil will try to schedule this for end of JUNE

BOARD RESPONSE/INPUT: The Board agreed that it was reasonable to hold off on this until the fall, depending the capabilities and resources of the President

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

BOARD RESPONSE/INPUT:

OLD BUSINESS

Hiring new DRE:

See under RE above.

GA:

- GA will be in Spokane, WA from June 19-June 23.
- Abigail Riegenbach will be one of our delegates.
- Will continue to run announcement in Enews for now

UUFEC New Leader Award:

- presented at Spring meeting to
 - Abigail Riegenbach
 - Paula Previte
 - Sarah Albano
 - Jenna Reeves

- Have heard affirmative acceptance from Abigail. Check written. (using it for GA)
- Have heard affirmative from Sarah Albano. (interested in Climate conference at the Mountain)
- Undecided from Jenna and Paula.

Committee Meetings Locations and Timing

<u>Committees</u>	<u>Chairs</u>	<u>Meeting Time</u>	<u>Location</u>
• Caring	Rece Howley	1st Sunday	Harmony Room
• Communications	Paula Previte	1 st Sundays	Stage Room
• Religious Services	Bryan O'Connell	1 st Sunday	Board Room
• Finance	Blake Farley	3 rd Sunday	Stage Room
• Religious Exploration	Amy Weisberg	3 rd Sunday	Harmony Room
• Social Justice	Abigail Riggenschach	3 rd Sundays	Board Room

(Facilities, Membership and COM will be meeting at other times)

Gil has reached out to Committee Chairs about ending time. In general, people would like to end by 1:30. Will stick with that for time being.

Southern UU Leadership Immersion Experience: In October x 5 days.

- Leadership Immersion Experience in Oct. Powerful. Instrumental to UUFEC growth and maturation
- Toni and Julie and Doak have all agreed to attend.
 - October 20-25, 2019
 - W.E. Skelton 4-H Educational Conference Center in 775 Hermitage Rd, Wirtz, Virginia
 - Applications have been submitted.
 - Gil is submitting deposit payments
 - Gil has scheduled phone interview with the Leadership Team Acceptance Committee
 - Total Cost to UUFEC will be \$1,642 for the first 2 and then additional \$745 for additional member. Total is \$2,387.

Social Justice Action 2nd hour group every Sunday

Not discussed.

NEW BUSINESS:

Next Board Meeting:

4th Monday in June: 24th 6:32 pm.