

# UUFEC Board of Trustees Minutes

2022-1-24

## Attendees:

### Officers:

President	Jane Park
Vice president	Karen Lauer, not present
Treasurer	John Holt
Secretary	Linda Carson
Past President	Gil Brown

### Members-at-large:

2022	Janet Chapman
2023	Judy Byrne Riley

Minister      Reverend Ruth Vann Lillian

Guests:                      none

## CHECK-IN, AGENDA REVIEW & RULES\*

*Please see Covenant of Right Relations & Robert's Rules Shortened ("RONR SRO" sent w agenda)*  
*Board approved the covenant and Robert's Rule by consensus.*

## MINUTES\*

*Dec. minutes send by Jane 1/23.*

BOARD RESPONSE/INPUT: Accepted as submitted

## MINISTER'S REPORT

*Forthcoming.*

BOARD RESPONSE/INPUT: Board accepted the Minister's report by consensus.

## UPDATE FROM THE PRESIDENT:

Jane updated the board on building developments (under new business) and need for support on leadership positions, with priority on finding a new treasurer.

BOARD RESPONSE/INPUT:

## TREASURERS REPORT:

BOARD RESPONSE/INPUT: The Board reviewed the Treasurer's report by consensus.

The Board voted to approve the following people as signatories on UUFEC checks and other financial documents .

- (Marjorie) Jane Park, President
- Linda Carson, Secretary
- John Holt, Treasurer
- Judy Byrne Riley, Member at Large
- Sandi Fowler, Finance volunteer

## STANDING COMMITTEE REPORTS

***BUILDINGS AND GROUNDS; Chair: VACANT***

BOARD RESPONSE/INPUT:

***COMMUNICATIONS COMMITTEE; Chair: Vacant***

BOARD RESPONSE/INPUT:

***ENDOWMENT COMMITTEE: Chair: Josh Ashley***

Many thanks to Endowment team! They are working to transfer funds from endowment funds to regular church accounts to cover large building expenses.

BOARD RESPONSE/INPUT:

**MEMBERSHIP COMMITTEE; 2020 Chair: open**

Latest count is 71. No change from December.

BOARD RESPONSE/INPUT:

**RELIGIOUS EXPLORATION COMMITTEE; Chair: Vacant;**

BOARD RESPONSE/INPUT:

**RELIGIOUS SERVICES COMMITTEE; Shar Farley Chair; Liaison: Amy Weisberg**

BOARD RESPONSE/INPUT:

## OLD BUSINESS

### 1. COVID Update:

#### A. Revisit numbers & new policy\*

Before December, the Board revisited Okaloosa County COVID indicators, and assessed our current building policy, guided by safety indicators from UU Church in Reston, VA: which includes "safe targets" for holding indoor in-person worship (<https://www.uureston.org/covid>)

Our building use policy is posted here:

- <https://www.uufec.com/wordpress/wp-content/uploads/2021/08/UUFEC-COVID-building-use-policies8.23.21.pdf>

At its December meeting, in an effort to prepare for more in-person activities, the Board approved a policy shown in "UUFEC.COVID new normal guidelines.passed.Dec.2021," attached to Jane's 1/23 email with this agenda. As noted in this document, Okaloosa County is currently in the highest risk category.

As an FYI, all the "UU Reston safety indicators" that the Board had been monitoring have skyrocketed since last month (from week ending 12/11 to the week ending 1/15)

- test positivity went from 5.2% to 35.9%, compared to the safe re-opening target of <3%
- new daily cases (per 100,000) went from 8.5 to 234.5 compared to the target of < 1
- Using CDC's "community risk," levels: Okaloosa County went from "moderate" in early December, to "substantial" in late December to "high" at present (CDC has four risk levels: "low," "moderate," "substantial" and "high").

Any recommended changes to the policy passed in December?\*

Our current building guidelines

- Any recommended **changes** to current building use policy?\* Board recommends current policy stay in place. Approved by consensus

## **2. BUILDING: Updates & next steps**

### **A. Endowment Committee**

As noted above: progress!!! Thanks much to Karen, Josh, & John. Funds are on the way from endowment to UUFEF regular accounts.

### **B. Repairs & Upgrades**

Sheena was very happy to help us through the next steps on the building repairs, vetting companies, etc. She and I plan to chat in next week or so about next steps.

\*\*Estimates posted on Jane's google drive:

[https://drive.google.com/drive/folders/14CPkU\\_s39FSbedUrT10ONB5T6xsTMpit?usp=sharing](https://drive.google.com/drive/folders/14CPkU_s39FSbedUrT10ONB5T6xsTMpit?usp=sharing)

**LOCKS:** I will work with Sheena & Marion to replace locks with a code system (highly recommended by both of them). We will need to be mindful of how that will work with the back door mechanism.

### **C. Cleaning**

1. Deep cleaners, (Casalimpia, recommended by Athena) will do the moldy closets, bathrooms, pews, baseboards and a few more items.

2. There's a big, long list of tasks for a church work party.

We need to reschedule work party to when we can safely gather. Thank you to Janet and Gil who are spearheading the work party. Stay tuned.

3. Upholstery/carpet cleaners in late January.

Thanks to Judy BR for recommending and meeting the cleaners at church.

**D. Need employees:** outdoor maintenance and indoor cleaning.

- If Casalimpia works out for deep cleaning, we may hire them as permanent cleaners.
- Still need to identify outdoor maintenance.

### **E. Emergency building contact**

- In December, Gil volunteered to contact members that live close by Gil contacted Winky Sweet as contact member and she agreed.

## **NEW BUSINESS**

1. Approve John Holt as treasurer: Board voted to approve
2. Starting budget and canvass: Denny Lauer agreed to help. Jane will be in contact with him.
3. Help with Leadership: tabled until later meeting.
4. Scheduling: monthly board meetings & possible retreat.
5. Any e-votes to pre-approve? Board approved e-vote for items related to UUA recertification, as needed.

**Next Board Meeting: February 15 scheduled**

**Retreat: February 19.**