

UUFEC Board of Trustees Minutes

2022-4-12

Attendees

Attendees:

Officers:

President	Jane Park
Vice president	Karen Lauer
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*

MINUTES*

2/15 minutes sent by Jane for e-vote, 4/8, plus with agenda. Approved as submitted.

3/22 & 4/4 minutes sent by Jane with agenda, 4/10. 3/22 minutes approved as amended. 4/4 minutes are approved as amended.

BOARD RESPONSE/INPUT:

MINISTER'S REPORT

sent by Jane 4/4, plus with agenda 4/10.

BOARD RESPONSE/INPUT: The Board discussed the report.

UPDATE FROM THE PRESIDENT:

What I've been up to:

- Ongoing coordinating with building volunteers, contracts & funding.
- **Turn to this in May:** We need to turn to filling leadership positions, possibly really re-thinking how to have "committees" in the current environment. Relieving John H of Treasurer duties is paramount. I need help. Lots of help.

BOARD RESPONSE/INPUT:

TREASURERS REPORT:

Feb report from Treasurer John, sent by Jane 4/4, plus with Agenda 4/10.

NB: March report will not be available by 4/12 meeting.

BOARD RESPONSE/INPUT: John shared the treasurer's report for March 2022

STANDING COMMITTEE REPORTS

BUILDINGS AND GROUNDS; Chair: VACANT

Aesthetics is meeting regularly now – Janet C., Kathy R., & Jane. No huge announcements, just good progress in prepping place for April 17, and many plans past that.

BOARD RESPONSE/INPUT:

COMMUNICATIONS COMMITTEE; Chair: Vacant

BOARD RESPONSE/INPUT:

ENDOWMENT COMMITTEE: Chair: Josh Ashley

BOARD RESPONSE/INPUT:

FINANCE COMMITTEE: Chair: Vacant

Any update on Finance committee?

BOARD RESPONSE/INPUT:

MEMBERSHIP COMMITTEE; 2020 Chair: open

Latest count is 71. No change since December. Ruth has held new member sessions.

BOARD RESPONSE/INPUT:

RELIGIOUS EXPLORATION COMMITTEE; Chair: Vacant;

BOARD RESPONSE/INPUT:

RELIGIOUS SERVICES COMMITTEE; Shar Farley Chair; Liaison:

BOARD RESPONSE/INPUT:

OLD BUSINESS

1. COVID Update:

A. complete review of building use policy*

At our March meeting, we agreed to remove face mask requirement, EXCEPT FOR SINGING, but we strongly encourage use in worship.

We did not address other items:

- Limit of 20 people in building The Board agreed to remove limit.
- Requiring a signed waiver. The Board agreed to remove waiver requirement.
- Prohibiting shared food and drink The Board agreed to prohibit sharing food and drink inside. The Board agreed that shared food outside was allowed.

What do we want to do on these current policies? *

B. Review of other policies:

Our current policies also call for requiring all staff and any volunteers working with children to be vaccinated?

Any changes to these policies? * The Board upheld these policies.

2. BUILDING: Updates & next steps

A. Repairs & Upgrades

documents on Jane's google drive, **updated 4/8, including approved electricity bid & updated excel sheet:

https://drive.google.com/drive/folders/14CPkU_s39FSbedUrT10ONB5T6xsTMpit?usp=sharing

Most recent updates:

- AV contract approved and signed
- Electricity bid approved

- First round of painting authorized (Bill White identified a painter & Judy & Bill showed them around the building. Jane approved \$1,500 approved from operating budget to cover bathrooms and halls before opening; **we can move to endowment w a vote**) Judy moved to charge \$1,500 in funds to endowment rather than the operating fund. The Board approved that this expenditure to complete painting of no more than \$3,000 to be spent from endowment funds. To be overseen by the aesthetics committee.
- Research on front and back doors started.
- Gil agreed to patch fence in children's playground for safety.

Additional items: about \$20K left in endowment funds. See updated excel sheet on google drive.

- Front door/repair
- Back door/accessibility
- Possible additional electricity work (2nd bid)
- Basement door – (briefly discussed 4/4, but not on list)
- New locks (discussed, but not on list)
- Playground
- Fence
- Painting (we have bids for painting more rooms)
- Casement windows
- **New carpeting** will likely come up soon.

B. Cleaning

A. Update and Re-opening check

We've had deep cleaners, carpet cleaners, massive volunteer effort inside and out involving about 130 person-hours and about 20 members.

A few items remain on the indoor cleaning--mostly closets/storage areas.

Marion will contact coast wildlife to remove rat traps. No additional sightings.

B. Paid help: outdoor maintenance and indoor cleaning.

- Indoor cleaning: We loved working with Casalimpia for the deep clean. Alas, they have not responded to multiple attempts by Marion to contact them. **Let's work on identifying another cleaner.**
- Still need to identify outdoor maintenance.
- **Hiring payroll consultants/firm*** Jane will sign the contract and Ruth will oversee implementation.
- **Identify share the plate partners for June – August.***
Background: During the pandemic, we went from dedicating one Sunday a month to each partner (we only had four), to having a partner for each month and the Board has liked this switch. Here is a little info on each partner. Please see suggestion below.

- Youth Village – after-school program. **Partner for Feb. 2022.** Added in June 2020. A group of UUFECCers met for a spell in summer 2020 to address issues of racial justice. One concrete step we took was to add a local organization to our “share-the-plate” family, led by a person of color. Athena Riley identified several candidates and this one was chosen.
- Shelter House – for battered women. Long-term partner. **Partner last summer/fall.**
- PLFAG Niceville – support for LGBTQ folks. **Partner for May 2022.** UUFECC integral to founding this chapter in 2018 and provide venue for monthly meetings until pandemic. We hadn’t shared the plate before, but seemed like a good idea, since we haven’t been able to provide space.
- Opportunity Place - supporting women and families who are homeless. Long-term partner. **Partner last summer/fall.**
- One Hopeful Place – primary focus on support for males who are homeless, but I think they have branched out. **Partner for Apr. 2022.** Partners for five years or so.
- Niceville Sharing & Caring – food pantry. **Partner for Jan. 2022.** Long term partner
- Healing Paws for Warriors – very local org, trains dogs to support vets with PTSD (sometimes confused with Wounded Warriors.). **Partner for March 2022.** Started in July 2018 as 4th of July fundraiser in parking lot, since so many people use lot to see fireworks from Lincoln Park (and there were usually a good number of UUFECC folks at church for picnic). We raised about \$200 in 2018 and in 2019. Exec dir spoke at church.

Idea from Jane:

Short-term: approve groups for June – Aug. with “least recent” support.

June: Opportunity Place; July: Shelter house; August: Niceville Sharing & Caring.

The Board agreed to this schedule. The Board approved this June through August schedule.

Moving forward: Identify a team to take this on.

- **Prep for Board review of Rev. Ruth, due June 1. Every Board member will complete the evaluation form and return to Jane. Jane, Gil, and Karen will consolidate responses and present to the Board at the May meeting.**

Evaluation form sent by Jane 4/4, plus with Agenda 4/10. Jane, Karen and Gil volunteered to consolidate responses from all NBoard members. Jane will resend the form after the meeting.

NEW BUSINESS

- **FY 22-23 Budget:**
 - Approved draft budget for 4/24 congregational meeting The Board agreed to add \$600.00 to the administrator's salary. And The Board agreed to reinstate the minister's travel expenses. Judy moved to adopt the budget as amended. Karen seconded the motion. The motion passed.
 - *Draft budget, plus notes from John, sent by Jane 4/4, plus with Agenda 4/10.*

- **Scheduling:**
 - May Board meeting
- Any e-votes to pre-approve?

Next Board Meeting: TBD May 16, 6:32 pm