

## ***UUFEC Board Meeting Agenda***

***January 27, 2025, 6:00 PM, UUFEC, in-person***

### **In attendance:**

Kal Addams

Denny Lauer

Ellen Holt

Steve Harris-Dixon

Melissa Winn

Deborah Baker-Rian

- **Opening Words & Check In**

“Coming together is a beginning. Keeping together is progress. Working together is success.” - Henry Ford

- **Minutes** from Board Meeting, January 6, 2025 – approval needed.

Denny moved to approve, Ellen seconded. Minutes unanimously approved.

- **Ministry Search** – Update from Jane Park (via Zoom)- UUFEC Ministerial Search Committee and shared ministry with UU Fellowship of Bay County

In June, Miriam (previous president) appointed a search committee with Amanda Piburn, Kal Addams, Josh Moore, Jane Park, and Sarah Ford and they have been putting together the portal and prospective minister’s packet. They have received an interested minister. They missed the list of documents, including the budget. Kal is putting together a repository to send as a single link. The goal of Jane’s joining tonight is to talk about us sharing with Panama City. Jane sent an email to Bob initially. PCB sent us a letter signed by them, we need a similar letter to PC board. We need to agree and pass a vote. Kal will draft a letter and send to Deborah for approval. confirming that yes we are happy to share the cost of the minister. Then once UUA sees it, we can put it on the portal. Email for search committee to [ministersearch@uufec.com](mailto:ministersearch@uufec.com).

Ellen moved to bring Kal and Deborah writing a letter of consent to Bay County for a vote, seconded by Denny. Unanimously approved by the board.

- **Update from the President** –

- To learn about the board, Deborah has studied the by-laws.
- Jane has gone over some items that will need to be addressed throughout the year. We will go over some of those things tonight.
- Deborah has been trying to address some situations that have popped up recently with the assistance of Judy and Denny
- We have changed bank accounts to Synovus bank Deborah is on that account, now.

- **Treasurer’s Update** - Finance Committee report, Annual Canvassing

- Denny made some errors and has corrected them.
- We have about \$8500 to the good in savings after we took \$20k to a CD at Synovus because they had great rates. Denny will send out the financial report to those who didn’t receive it.
- We are over \$100k+ in CD and other savings accounts. 75% through the year.
- We are in excellent shape for pledges so far this year.

- Annual canvassing - Committee will put a pledge form draft together and sent to president of committee- will be kicking off on 16th of Feb. Will pick up forms on that Sunday, then Denny will send the rest out via mail. March 16 is when pledge forms are due. Then we start calling people whose forms are missing. We continue following up until April 21 when we finalize the budget and the finance committee. After the drive we send out a letter to those who have not pledged and that their membership has been dropped, and they will need to rejoin if they so wish.
- The list we use is the list from Membership - Steve sent over a list to finance very recently.
- The committee will need volunteers from the board to call folks when it comes to that stage. We need something in writing via text, email or paper from members affirming their pledge.
- We need a 10% increase over last year, ideally.
- We have the ability to move money between categories/line items within the budget. We can also modestly increase.
- **Other Standing Committee Reports** – Caring, Religious Education, Membership, Social Justice, & Endowment Committee - expenditure proposal
- Linda has resigned as chair for the caring committee. That's a concern - we need to fill that position.
- DRE has resigned. The RE program will keep going as is until end of February, then there will have to be a search committee for the next DRE (paid position) and the board will put together that committee. Jane Park has said that the Board would need to approve any applicants or allow the President to hire a new DRE based on Search Committee recommendations.
- Amy reached out today about RE. They are taking a look at getting new people involved right now. Kal suggested that Amy be asked about being on the RE committee. We pay the RE teacher \$9800 annually.
- Deborah will have an exit interview with Sarah Searfoss this week.
- Membership - The latest updated list is the one on the UUA's website. Sounds like the list is very outdated. We don't want to send letters to the wrong people. We can check the signing book. Jane sent a membership list that was done in May 2024. Alyssa is helping update the list right now. Setting up good communication now that we have a new chair after not having one for a while. Steve wants to streamline the process. Denny suggests having a new member joining soon. Clarify to people what is required to be a member. In the future, Steve will have a signup for future classes. Announcement this Sunday - If you took the classes and are interested in joining, contact Steve.
- Stacy updated congregation yesterday - the drive for the unhoused is ongoing through March.
- Endowment committee - Denny will propose the appointment on Gil Brown to take the place of Linda Ryer. Needs the approval of the board due to the sensitive financial nature. Ellen brought the motion, Kal seconded. Unanimous approval. Committee has almost \$64k at this time. Purpose is to gain money from those who make special gifts to the membership. Either in wills or after a member leaves the area or similar.
  - Improvement of Facilities

- Monies the Fellowship wants to give to a special cause
- Should NOT be used for normal operating expenses
- Must be above \$50k before we can use it. Denny will double check the threshold
- Endowment committee decides how it is spent
- Request - Josh Moore is going through Ministerial Education. He has 3 semesters a year and has 6 semesters to go. Committee has requested \$2500 per semester. Committee will manage if that changes for any reason. Josh is a long-term member in good standing. Ellen asks if there are any conditions. Denny confirms that there are none.
  - Board - Denny makes a motion that we approve the committee to use the funds (\$2500 per semester) they have proposed to support Josh Moore. Melissa seconded. Board unanimously approved. Denny will ask the committee whether they want to broadcast it.

### **Old Business**

- Endowment Committee appointment – Gil Brown (approved above)
- Committee on Ministry appointment – Jane Park. Deborah approved appointment
- Annual UUA congregational Recertification due February 5th – President, Treasurer, Membership Chair (Treasurer & Membership Chair input needed)
  - Is an online survey that is mostly completed between the treasurer and finance committee. Steve has not heard about this yet. Is due by Feb 5th. Denny and Karen can help with the membership portion. Has questions about how many youth, active members do you have? Denny has those numbers. Deborah has the website and will send to Denny and Steve. They will go on website and answer questions.
  - UUA requires this if we have voting members to GA in Baltimore this year.
- Melissa has the list that admin emailed to her. She forwarded list to Steve.

Steve, Ellen, and Kal are not receiving emails. Deborah will follow up.

### **● New Business**

- Resignation of DRE Sarah Searfoss - Search committee for new DRE, steps forward (addressed above).
- February E-voting for approval of new DRE, etc. – approval needed for E-vote
  - We might have to have an email vote at some point and this enables us to do that. We anticipate this for DRE and possibly canvassing drive.
  - Ellen moved to e-vote that. Denny seconds. Unanimous approval.
- Update UUFEC Membership List - online UUA Membership, Chairs & Board members- (addressed above)
  - Deborah asked Chris to get the right email addresses, Steve will be responsible for ensuring that on the UUA website. Deborah tried and it wouldn't let her.
- Proposed By-law Changes – February Board Retreat?
  - Deborah suggests we punt that to the retreat. No objections.
- UUFEC Board Retreat – set a date, Saturday, February 8 or 22<sup>nd</sup>? 8th won't work, will be in-person. No objections to 9:30-12 on February 22<sup>nd</sup>. Decided that the retreat will be Board members only, no chairs this time.
- Florida UU Women's Retreat, Parrish, FL – deposit of around \$150 due January 31 & registration due no later than February 28, 2025. (see Deborah) Retreat is in March.
- UUA General Assembly, June 18-22, 2025, Baltimore, MD

- Ellen would like us to consider having a Newsletter every month or quarterly. Steve is the communications chair and would need to be involved. Deborah thinks it's a great idea.
- **Next UUFEC Board meeting**
  - It was decided by consensus to move forward with the 4th Monday of each month at 6:30 pm. Next Board meeting is Monday, February 24th, 6:30 PM at the UUFEC.
- **Meeting adjourned at 7:33 pm by Deborah Baker-Rian**