

UUFCM Board Meeting
November 14, 2021
Minutes

Members Present: Terrie Robbie, Cynthia Damer, Stacey Pattison, Norma Bailey, Elaine Emerick, Jen Davis, Jodi Brookins-Fisher, Guy Newland, Drew Frantz

UUFCM Board Covenant

As members of the UUFCM Board of Trustees, we covenant to keep the best interests of the congregation at heart and to carry out the trust placed in us as guardians of the Mission and the Principles and as stewards of the resources of our church.

We commit to:

- Be prompt, prepared, present, and to participate.
- Communicate respectfully; all will be heard and we will seek consensus.
- Use discretion in communications beyond the Board.
- Support the decisions and policies of the Board
- Keep confidential the details of Board discussions held in closed session

UUFCM Mission Statement

To be a religious community guided by love transforming our lives and our world.

1. Chalice Lighting—Norma
2. Check in and welcome
3. Visitor comment
4. Minutes of October 10 and 24
 - a. Guy moved to approve the October 10 minutes as presented, Jen seconded. Motion carried.
 - b. Guy moved to approve the October 24 special meeting minutes as presented, Stacey seconded. Motion carried.
5. Treasurer's time – no oral report
6. Reports—questions or concerns?
 - a. Minister's report
 - i. Office hours were considered. At this point it is not needed, but can be revisited if needs arise.
 - ii. We are looking into the change from independent contractors to employees. We, as a congregation, have always employed our administrative secretary and DRE as independent contractors. UUA is now indicating that they should be classified as employees.
 - b. Worship Team - 2 reports
 - c. Coordinating Team report
 - d. Youth RE Team report
 - e. Building, Grounds and Safety Team report
 - f. Social Justice Coordinating Team report – 2 reports

- g. Communications Coordinating Team report
- h. Adult RE Committee report
- i. Shared Ministry Team report
 - i. Oral report by Drew: Met on 11-9-2021 to discuss three items:
 - 1. Grief group: Betty McBride provided feedback to Drew about how the group should look/run. Both she and Carolyn have mental health backgrounds so are uniquely situated to assist Drew.
 - 2. Discussed addressing issues of people with mental health challenges
 - 3. Discussed the feeling of congregation between in-person and Zoom congregants
- j. Reopening Task Force/Coronavirus Task Force
 - i. The group has to meet later in the month to make a decision which occurs after the scheduled board meeting. At this point, we will need to continue to communicate through email to make nimble decisions.

7. Old Business

- a. UUFCM phone (Drew) – Drew indicates that this is not necessary to address at this time.
- b. City assessment waived entirely (Norma) – Norma reported that the city assessment is waived entirely for the 2022-2023 year.
- c. Approval of Shared Ministry recommendation of team size, terms and process – (Drew) postponed
- d. Purchase a new UUFCM banner (Stacey) – in progress
- e. Draft policy on service and meeting cancellation
 - i. Jodi moved to approve the policy as written, Jen seconded. Motion carried. Norma will get the policy to Kirsten to add to the website.
 - ii. We need to check with Laura McBride who has monitored Remind previously to get the list updated.

8. New business

- a. Proposal for Safety Procedures for Intruder
 - i. Jodi moved to approve the policy with two minor word revisions, Guy seconded. Motion carried. Norma will get the policy to Kirsten to add to the website.
- b. Congregational Harvest Home Meals decision
 - i. We decided to reduce the number of homes to better align with the number of congregants that have signed up.
- c. Confirm addition of Jodi Fisher to Coronavirus Task Force
 - i. Jen moved to approve the addition of Jodi to the CTF, Guy seconded. Motion carried.
- d. Brief discussion of our individual COVID e-mail voting decisions

- e. Decision to survey congregants about activities – We finished developing a survey which will be sent out electronically as well as available in hard copy at the worship services.
- f. Preparation of Board's budget request for Finance Team
 - i. Terrie, Norma, Jen, and Stacey will form a subcommittee to prepare a proposal for the Board's portions of the budget (i.e. Fair Share payments, etc.)
 - ii. Teams should be sending their individual group budgets to Terrie by December 15, 2021.
- g. Work on salary packages – minister and administration assistant – The subcommittee will bring a proposal to the next meeting.
- h. Work on DRE contract – change contract year?
 - i. We discussed whether to have a one time, 18 month contract, or a 6 month and 1 year contract to bring the DRE contract in alignment with our annual fiscal year. Drew will consult with the members of the Youth RE team to determine the proposal for the contract for the DRE.
 - i. Discuss proposed membership of Stewardship Committee (Guy)
 - i. Stacey, Norma, and Drew are willing to serve on the Committee, and we will look for an additional member.
- 9. Tickler review
 - a. Liaisons – remind teams to update content on website
 - b. Liaisons – pictures of teams to Laura McBride
 - c. Liaisons – budget requests to Finance Team by December 15
- 10. Fellowship Life meeting – November 21 – COVID, Drew's schedule, electronic survey for events/activities