

## MINUTES

### **Unitarian Universalist Church of Jacksonville Board Meeting July 10, 2018 at 6:00 PM Fletcher Room, UUCJ**

**Present:** Carolyn Fields, Laurie Mai, Laura TaVoularis, John White, Rebecca Wilcox

**Absent:** Mark Dickens, Phillip Baber

**Guests:** Tom Larson, Tina Ramey

**Call to Order** – Penny (6:07 pm)

**Opening Words** – Penny: “Here We Are...”

**Approval of Minutes** – Changes: Amount brought in and expected from service auction; spelling for Mark Dickens. Move to approve (Laurie); Seconded (Laura); Unanimously approved.

- Tom asked to be included in sending of complete agenda and minutes (John will include him on these issues)

### Reports

**Minister** (Phillip Baber) (pp 5-6)

- Minister report attached. No questions or comments.

**DRE (Tyler)** (pp 7-8)

- DRE report attached. Only note is need to change date on report.

**Church Administration** (p 9)

- Penny asked Tina to note close of applications for church administrator on online forums.

**Treasurer Report** (Laura) (pp 10-19)

- Tom noted need for committees to submit budgets—ideally itemized—to portfolio leaders and thus to Board.
- Target for committees to turn in their needs: August 16<sup>th</sup> (day after workshop)
  - o This is especially true for Hospitality (where the budget is often in the red)
  - o Penny suggested a reminder on email blast to contribute to hospitality on Sundays
- Laurie seeking general template to give to committees

**Portfolio Board Reports** (Laurie) (to be distributed by Laurie)

- Laurie sent out report
  - o John sent email requesting a digital copy of report to include in minutes
- Rob noted concern with cameras, specifically their ability to move to capture service
- Board’s greater concern is audio problems, specifically for Fernandina; camera problems secondary
  - o Rebecca had brought in a sound specialist to review the system; he noted numerous suggestions for change (he is not selling any product but reviewed the system as a favor to the church)
    - Sound issues have persisted and action needs to be taken
    - Michael Aiken (Operations) should oversee fixing audio issues but there is concern that he may not have the time/energy to take on the issue (he has been unreachable of late)

- Penny suggested discussing issue with Phillip and Mark and to request immediate action
- This issue has highlighted to Laurie that the current Board experiment is not working as she had expected and the need to critically revisit the proposed changes to the Board
- Discussion of issue of sales tax for some items on service auction (especially if the service auction becomes ongoing)
  - A church “wish list” is tax exempt as a donation
- Welcoming Congregation planning a giving garage sale (see Laurie’s handout) - Rebecca
  - UUCJ would solicit donations to church—especially household items—that would then be sold at very low prices to local community
- Ongoing problem of no people serving on Mission Funding (other than Sunnie Baber)
- Laurie will send out an edited version of Portfolio Report to be published online and/or in email blast

## I. **Old Business**

### Church Management Software (revisit)

- Can and should we make a decision?
  - Discussion of depth of analysis of different software systems (question about how much we can test a new system)
    - Laurie concerned that we have not done enough research on new programs
    - Tom noted Finance Committee’s view (that UUCJ does not need a new management program)
    - John frustrated that we continue to come to Board meeting with more questions rather than an ability to make a decision
      - He noted staff frustration with PowerChurch and that this committee can repeatedly ask more questions—we need to be able to make a decision
      - Others noted that some staff have not really used PowerChurch and are not in a good position to judge its efficacy
- Consensus that many questions remain (see questions below)

### Church Administrator Search Update (see Personnel Committee Report, p. 20)

- 30 applications; stopping acceptance of additional applications
- Craigslist applications not promising but other applications robust
- Suggestion that Mark and Phillip help pare down applications to 3-4 to interview; goal of trying to hire for position before end of August?

### Sound System Review

- See above (Portfolio Board Report)

### Money Flow (Sunday service)

- Finance Committee tabled this (they had looked at this issue in the past); no other news to report
  - Question remains as to whether or not procedure(s) followed in counting monies
  - Rebecca suggested that UUCJ uses a locked bank bag with tight control of key
    - Laura T will check into this

### Church calendar - need to review, sync, etc.

Question of use of multiple calendars for different UUCJ events

- Different audiences for different calendars and inability of specific groups to find relevant information online (esp family events and non-UUCJ events)
- John and Rebecca noted need for “all ages” services to be announced online (calendar)
- Laura noted that our goal to become a program church requires better organization

Campus Renewal Committee (David) (pp 21-23)

- Informational item from David
- Board noted need for specific physical improvements (aesthetics that visitors most likely to see)
  - Power washing and mold issues
- Note that *Keepers of the Church* and *Building and Grounds* Committees are redundant
- Refer issues back to David (Penny)

**II. New business**

Congregational Life Committee: Mark announced a new committee during Sunday (July 8) service. Congregational Life Committee does not have an approved charter and is thus not a formal committee. John noted problems with creating yet more committees when there are already so many committees and lack of committee participation (a view backed by Tom).

- Discussion of need for Laurie, Phillip, and John to meet to review charters (scope) and see where we might consolidate committees
  - Laurie, John, & Phillip will try to meet to begin this process (invite Tom)—end of July?

Gail Bristol bequest

Gail left a house to the church (estimated at \$95-98K)

- Executor of estate wants to transfer title/ownership of home to UUCJ ASAP
- Executor noted small items needing repairs before putting on market
- No liens on home (according to Max Storey)
- Watson Realty recommended for sales in and knowledge of neighborhood
- Laura suggests having home professionally inspected before the church takes ownership
  - She also suggests possibly having a title company examine title

**Action:** Board reserve fund to pay for inspection and WDO and we (Penny) will contact Watson Realty

**III. Announcements**

Next Board Meeting - August 14, 2018

**IV. Adjournment**

8:45 pm