



UNITARIAN UNIVERSALIST CHURCH  
OF JACKSONVILLE

**Board Meeting Agenda**  
**Tuesday, February 5, 2019**  
**Fletcher Room**  
**6:30 to 8:30 pm**

**Attendance:**

**Absent:**

**Process Watcher:**

**Timekeeper:**

Start	Item	Leader
6:30	1) Call to order	Tom
	a) Opening Words	Bowen
	b) Board member check-in	All
	c) Approve agenda	All
	d) Appoint Process Watcher and Timekeeper	All
6:40	2) Reports	
	a) Secretary - Approve minutes of previous meetings - Affirm electronic Board votes o Extend Phillip's contract through 2/9/2019 o Authorize Laura to sign checks until 2/28/2019 o Approve Letter of Agreement for Interim RE Coordinator Nan Clegg	Karen
	b) Staff (reports emailed) - Administrator - Communications Director – including decision on Breeze - Interim RE Coordinator	
	c) Personnel Committee	Penny
	d) Treasurer	Liz with help from Laura
	e) Portfolio Leaders - Inreach - Operations - Outreach - Stewardship	Tessie Jennifer Laura Bowen
7:00	3) Old Business	
	a) Worship Committee Plans for Sunday Services	Tessie (Inreach)
	b) Congregational Life Committee charter	Tessie (Inreach)
	c) UUA annual certification	Tom
	d) UUA Pathfinder Process	Tom
	e) Board Retreat with UUA facilitation – March 2	Tom
	f) Congregational meeting vote to develop a timeline	Tom
	g) Decide membership in Florida Immigrant Coalition	Laura (Outreach)
	h) Define partnerships for non-church groups & affinity groups	Penny
	i) Review last year's Mission Funding Effort	Sunnie Baber
7:30	4) New Business	

	a) Interim minister	Tom
	b) Ministerial coverage beginning 2/10/2019	Penny
	c) Can we develop rules for handling business by email?	Karen
	5) Conclude the Meeting	
	a) Confirm tonight's decisions and action items	All
	b) Next Meeting: March 5	All
	- Approve committee charters	
	- Receive update to Lighting plan	
	- Anything else?	
	c) Process Watcher evaluation (1 min)	Process Watcher
8:30	d) Adjourn	