

Unitarian Universalist Church of Jacksonville
Board Meeting Minutes
November 5, 2019

BOARD MEMBERS IN ATTENDANCE: Tessie Bond, Liz Dion, Roberta Finkelstein (via phone), Marti Keller (via phone) Penny Reid, Gary Rhodes, Karen Smith-Scott (via phone), Laura TaVoularis, and Jennifer Tucker

ABSENT: Blanche Williams

OTHERS IN ATTENDANCE: Mary Carter, Mark Dickens, David Laffitte and Sara May

ORDER OF BUSINESS

I. **CALL TO ORDER/OPENING WORDS** – The meeting was called to order at 6:10 p.m. by Penny Reid, President. Penny offered the opening words.

II. **APPROVE AGENDA** – Approved by Consent

III. **APPROVAL OF MINUTES**

MOTION: (Bond/Tucker) - To approve the Board meeting minutes of October 1, 2019. Approved 6-0.

IV. **CONSENT AGENDA**

A. **President's Report** – Electronic Submission

B. **Treasurer's Report** –. Removed from Consent Agenda. Addressed under Reports section below.

C. **Minister's Report** – Electronic Submission

D. **Utilization Reports** - Electronic Submission

E. **Church Administrator** – Removed from Consent Agenda. Addressed under Reports section below

F. **Board Reports**

1. **Inreach** – Electronic Submission.

2. **Operations** – No Report

3. **Outreach** – Electronic Submission

4. **Stewardship** – Electronic Submission

5. **Personnel Committee** – No Report.

6. **Capital Campaign** – No Report

7. **Other** - None

MOTION: (Bond/Smith-Scott) – to approve the consent agenda excluding the Treasurer's and Administrator's reports. Approved 6-0.

V. **UUCJ Foundation Sculpture** – Mary Carter and David Laffitte addressed the foundation sculpture which was on display in the room. It was clarified that the Board, at a previous meeting, had indicated that final decisions related to the sculpture rested with the Foundation and not the board. David and Mary addressed various elements related to the sculpture that needed further discussion such as, the appropriate type backing on which the to attach the

sculpture, framing, manner of affixing to a wall, ideal placement, etc. Mary and David agreed that the sculpture should be affixed to the wall outside the Anthony Room, and to add a light

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to illuminate it. Both Mary and David agreed to continue further discussion on final decisions to be made.

Penny announced that UUCJ had been entered into the National Registry of Historic Places and that a plaque would be forthcoming. Penny recognized David Laffitte who stated that he and Kathleen McKenzie had worked over several years in support of the application to have UUCJ recognized as a historic place. David addressed the church's unique architecture, while Kathleen stressed UUCJ's history and continued emphasis on social justice ministry when working with the Florida Division of Historical Resources. Penny and Board members thanked David and asked to convey the Board's thanks to Kathleen.

VI. Reports

- A. **Treasurer's Report** – Mark Dickens, Finance Committee Chair, and Liz Dion, Board Treasurer, went over the 2020 Annual Budget Worksheet which contained the 2019 approved budget, the actual income on hand, and actual expenses for 2019 up through the end of October as a point of comparison to the proposed 2020 budget. The 2020 proposed budget worksheet included the budget requests made by committees and staff by line item, and the reduction of the requests to match projected 2020 income.

Both Mark and Liz went over the results of the feedback received from those in attendance at the Board's Budget workshop of October 26, and the budget meeting of October 29 attended by the Finance Committee and two portfolio leaders. After some discussion and further explanations regarding the budget cuts, the Board acknowledged the need for adopting it as presented.

MOTION: (Bond/Rhodes) – To accept the proposed 2020 budget as presented.
Accepted 5-0.

- B. **Administrator's Report** – Virginia, Church Administrator, in her report to the Board, included three issues of concern and asked the Board for advice:
1. The current Church insurance policy, about to expire, includes a provision covering terrorism. The question was whether to continue to carry such coverage or drop it. The Board unanimously agreed to discontinue the coverage.
 2. The Neighborhood Accountability Board (NAB) were planning a documentary regarding their program dealing with restorative justice and was seeking authorization from the Church to film live sessions, as well as Church's buildings and classrooms. The Board approved the filming.
 3. Homeless person has been found "living" in one of our classrooms as well as the bathrooms near the library. Apparently, he knows the codes. The Board agreed to have the bathrooms code changed. The Board also agreed to let him know that he could not continue to use Church facilities and that should he continue, the police would be asked to intercede. Members who have the new codes need to stop by the office and sign a non-disclosure consent form.

VII. Old Business

- A. **Florida Immigrant Coalition membership/activities** – Penny reported that we had received notification from the Florida Immigration Coalition that we had been accepted as

a member. Penny also stated that the coalition expected us to send a representative to their annual congress, November 9, but that she did not think that we had enough time to organize someone going to represent UUCJ. She asked Jennifer if she would be able to attend, but Jennifer said probably not in such short notice. She said she might be able to

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attend, maybe, for one day, but was not sure.

B. Facebook Page Update – Blanche has reported that the small group of volunteers working on the Facebook covenant have not been able to meet. The Board decided that since Blanche was not present at the meeting to discuss this, it should be postponed to give her and the group additional time to meet.

C. Ministers Discretionary Fund – Penny presented a recommended UUCJ Board Policy covering the use of the Minister’s Discretionary Fund. The policy sets the fund as a separate checking account for the minister to use to provide confidential assistance to those facing emergency financial need. After some discussion over the eight stipulations related to contributions, collections, money distribution, appropriate recipients, and the like, three additional stipulations were added as follow:

1. Distributions are limited to two per year for any individual or family unit.
2. Distributions are limited to \$500 per year total for any individual or family unit.
3. At the minister’s discretion, distributions may be made directly to an individual, or paid directly to a creditor (e.g., landlord or utility company).

MOTION – (Bond/Tucker): To adopt the Minister’s Discretionary Fund policy as amended by including the three additional stipulations. Adopted 5-0.

D. Board/LDC Membership – The following three UUCJ members have been nominated to open seats on the Board:

1. Gary Rhodes who is now serving a one-year appointment of a three-year seat and required by the By-Laws to be elected by the congregation to the remaining two years.
2. Blanche Williams who is now serving a one-year appointment of a one-year seat and who is running for a three-year term open seat.
3. Vince Ober who is running for a three-year term open seat.

MOTION – (Bond/TaVoularis): To accept the slate of candidates as presented. Accepted 5-0.

E. Stewardship Campaign – Sara May addressed the concern that there were a number of people who had pledged for 2019, but who had yet to pay. Sara and Board members noted that it was important to contact those members through personal contact rather than in impersonal ways. She said that she had two Volunteers who were going to help her make phone calls.

VIII. New Business

A. Volunteer of the Month Discussion – Penny said that a congregant had asked her if the Volunteer of the Month practice could be reinstated. There not being much time to discuss at the Board meeting, Penny asked the members to think about it so it can be discussed at the next Board meeting and decide at that time. Tessie volunteered to contact Janine Leland to find out who did the nominating, how, etc. and report back to the Board.

B. Congregational Meeting/Agenda – Penny distributed the proposed agenda for the Congregational Meeting scheduled for Sunday, December 15. She asked Jeff Funderburk to be the moderator, and he agreed. It was noted that the minutes of the

2018 congregational meeting would have to be approved at the 2019 Congregational meeting but that the 2018 minutes were extensive, very long, and contained very specific details rather than capturing the big picture meaning and intent of what had been discussed. It was suggested that those minutes be consolidated taking care that the

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substance of what had been stated by congregants should remain. The majority of the Board agreed.

- C. **Affinity Groups** – Tessie said she would bring this topic at a future Board meeting since she had not had an opportunity to discuss it with Mark Stewart, who, as chair of the Congregational Life Committee, is charged for their management.

IX. Announcements

- **Next Board Meeting** – December 3
- **December Opening Words** – Penny Reid
- **Other**

X. Adjournment

MOTION: (Bond/Rhodes) – To adjourn. Approved 5-0.

There being no further business the meeting was adjourned at 9:01 p.m.

Respectfully Submitted,

Karen Smith-Scott
UUCJ Board Secretary 2019