

Unitarian Universalist Church of Jacksonville
Board Meeting Minutes
January 7, 2020

BOARD MEMBERS IN ATTENDANCE: Penny Reid, Vince Ober, Liz Dion, Karen Smith-Scott
Jennifer Tucker, Tessie Bond, Gary Rhodes, Blanche Williams,
Rev. Roberta Finklestein (ex officio), Rev. Marti Keller (ex officio)

ABSENT: None

OTHERS IN ATTENDANCE: In person: Sara May, Carol Vogel
By video conference: Peggy Tilley

ORDER OF BUSINESS

- I. **CALL TO ORDER/OPENING WORDS** – The meeting was called to order at 6:03 PM by, Penny Reid, President. Tessie Bond offered the opening words.
- II. **APPROVE AGENDA** – Amended to include vermin control under New Business. Approved as amended by consent.
- III. **APPROVAL OF MINUTES** – Amended to add the words “a draft for” to item XI, last paragraph, first line.

MOTION: (Bond/Dion) - To approve the Board meeting minutes of December 15, 2019 as amended. Approved – 7-0.

IV. **CONSENT AGENDA**

- A. **President’s Report** – Electronic Submission
- B. **Treasurer’s Report** –. Removed from Consent Agenda. Addressed under Reports section below.
- C. **Ministers’ Reports** – Electronic Submission
- D. **Utilization Reports** - Electronic Submission
- E. **Board Reports**
 1. **Inreach** – No report
 2. **Operations** – Electronic Submission (Green Sanctuary, Disability Access)
 3. **Outreach** – No Report
 4. **Stewardship** – To be discussed in VII item B
 5. **Personnel Committee** – No Report
 6. **Capital Campaign** – To be discussed in VII item B
 7. **Other** - Sunday count and Status Changes – Electronic Submission

MOTION: (Bond/Dion) – to approve the consent agenda excluding the Treasurer’s report. Approved 7-0.

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V. Reports

- A. **Treasurer's Report** – Electronic submission. Documents reviewed. Reid requested changing the manner in which the Contract Minister Housing item is listed in the I&E Statement. Reid also requested revisiting the Partner Church Committee budget item on the I&E statement to reflect the income from November 2019 Balance Sheet line item 2310.

VI. Old Business

- A. **Facebook Page update** – Williams requested her name be removed from this item as it has been moved to the domain of Rev. Marti Keller and Communications Director, Tina Ramey. There is no substantial update at this time, and it continues to be a work in progress. Rev. Marti anticipates a full report at the March board meeting.
- B. **Stewardship Campaign** – Sara May is in attendance to speak to the issue of the Stewardship campaign. She reports there are approximately 50 people who pledged in 2019, but have not fulfilled the membership requirement of a traceable contribution/pledge for 2020. Rev. Keller recommended an ability to take pledges over the phone and individual contacts being made to those who have not yet pledged. Several options for reaching out to those congregants were discussed.
- C. **Developmental Minister Search** – The search for a Developmental Minister will begin after the visioning workshop in February. Reid has asked for recommendations for 3 Board members and 2 Non-Board members to compose the team. More definitive planning will be undertaken at Feb 4 Board meeting.
- D. **Board Retreat, planning/discussion** – Date for Board Retreat set for 2/22/2020 and location was determined. Agenda is forthcoming. Jennifer Tucker will assist with development of the agenda. Board members will provide their own lunch.

VIII. New Business

- A. **Resilience/Vulnerability Report Discussion** – Report was electronically submitted and reviewed prior to meeting. Lynn Paradise and Kathleen McKenzie will be in attendance at the Feb 4 meeting to present on the topic. Board is in agreement that this important issue should be addressed and will ask the group to recommend members for a follow-up task force, with a recommendation from Tessie Bond that it be headed by Allen Tilley if he is willing. Note: Dion has requested that all reports be signed by the contributors/authors for future reference.
- B. **Sexual Harassment Policy** – Amendment to paragraph #1 to clarify “all paid workers” recommended. Policy has been provided to paid staff with 2 responses noted. Rev. Finkelstein suggests that we also need Safer Congregation Policies, and Vince Ober has agreed to work on finding or producing same. There was general discussion regarding the handling of unacceptable behavior from or towards volunteers or general congregants and it was suggested that these would be better handled in separate policies, likely found in the Safer Congregation Policies.

MOTION: (Bond/Ober) – To adopt Sexual Harassment Policy as amended. Adopted 7-0

- C. **Portfolios/Charters** – Charters are generally received by the board for approval at the

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March board meeting. Charter Templates and documents provided to each Board member on thumb drive by Bond. All In-reach Portfolio committee chairs/leaders have also received a thumb drive with helpful/necessary information and templates from Bond. Sample sheet of documents included in thumb drives was provided.

- D. **Committees** – LDC, Finance, Mission Funding, and Right Relations are all desperately in need of leadership and/or membership. There was general discussion about focused recruiting methods and the pros and cons of fiscal vs calendar year for mission funding.
- E. **Vermin Control** – An issue with rodents in the Social Hall/Kitchen area has been identified. Three possible solutions with vendors and costs were presented by Reid. The merits of each were discussed with a consensus that sealing the entry points was mandatory and eradication of the rodents could be accomplished several ways. It was pointed out by Tucker that using poison bait could endanger the resident cats and also lead to an issue with dead rodents being found in unexpected and undesirable locations. Ober also suggested that poison bait would leave a possibility of having rodents die within the walls and inaccessible structures that could be difficult to remedy. Tucker suggested the use of electronic traps, which contain the carcass of the rodent within the trap to avoid all of the above mentioned issues. This practice is also more humane and more in keeping with our principles. Rhodes has agreed to discuss the issue and possible remedies with Rob McKennon/Buildings and Grounds, for resolution.

IX. Announcements

- **Next Board Meeting** – February 4, 2020
- **February 4 Opening Words** – Liz Dion
- **Leadership Summit** – Jan 11, 2-4 PM
- **Personnel Committee Meeting** – January 11, 4-5 PM
- **Transitions Assessment Meeting** – February 6, 6:30 – 8:30 PM

X. Adjournment

MOTION: (Bond/Rhodes) – To adjourn. Approved 7-0.

There being no further business the meeting was adjourned at 8:03 p.m.

Respectfully Submitted,

Karen Smith-Scott
Board Secretary