

Unitarian Universalist Church of Jacksonville
Draft Board Meeting Minutes
September 1, 2020

BOARD MEMBERS IN ATTENDANCE: Penny Reid, Vince Ober, Liz Dion, Tessie Bond, Gary Rhodes, Jennifer Tucker, Blanche Williams

ABSENT: Karen Smith-Scott

OTHERS IN ATTENDANCE: Karen Kempf, Steve Settle, Michael Franklin

ORDER OF BUSINESS

I. CALL TO ORDER/OPENING WORDS

The meeting was called to order at 6:02 by Penny Reid, President. Liz Dion offered the opening words.

II. APPROVAL OF AGENDA

Motion (Bond/Rhodes) – To approve the Agenda as presented. Motion Carries 5-0.

III. APPROVAL OF MINUTES

MOTION: (Bond/Dion) – To approve the Board meeting minutes of August 4, 2020. Motion Carries 5-0.

IV. CONSENT AGENDA

- A. President's Report** – Electronic submission
- B. Treasurer's Report** –. Removed from Consent Agenda. Addressed in Reports section below.
- C. Minister's Report** – No report
- D. Utilization Reports** – No report
- E. Church Administrator** – No report
- F. Board Reports**
 - 1. Inreach** – No report
 - 2. Operations** – Electronic submission
 - 3. Outreach** – No report
 - 4. Stewardship** – Electronic submission
 - 5. Personnel Committee** – No report
 - 6. Capital Campaign** – No report
 - 7. Other** -

MOTION (Bond/Ober): To approve the consent agenda excluding the Treasurer's Report. Motion carries 5-0.

V. Reports

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- A. Treasurer's Report** – The \$61,000 shown as income on the Dashboard represents the amount collected above expenses through the end of July. We expect more to come in. We await formal dispensation of our loan from the Paycheck Protection Program. Penny Reid recommended that we not defer withholding of payroll taxes; all paid staff members are in agreement with this.

MOTION (Bond/Ober): To forego deferral of payroll tax withholding for the remainder of 2020. Motion carries 6-0.

- B. Search Committee update** – Board entered Executive Session for this discussion at approximately 8:00 PM and ended Executive Session at 8:45 PM.
- C. Adaptation Task Force update** – Steve Settle presented the Task Force's plan for a staff gauge to be installed beside the pond, along with a photograph of the gauge. The Board suggested that the gauge might be vandalized easily; Steve said the Task Force had discussed this and decided to go ahead with it anyway. The Board asked Steve to express appreciation to the Task Force.
- D. New Normal Team update** – Vince Ober presented the Team's recommendations for managing a phased re-opening of the church for indoor gatherings. The recommendations are based upon pooled guidance from various scientific organizations, such as the World Health Organization. Florida currently has a positivity rate between 5 and 7%; the current positivity rates for the four counties making up Northeast Florida are around 5%. The Team considered the recommendations in the UUA President's letter on re-opening.

MOTION (Ober/Bond): The Board supports going to Phase 2 of the re-opening plan submitted by the New Normal Team if positivity rates for all four counties in Northeast Florida are less than 5% for two weeks and if the many tasks identified for safe re-opening are accomplished. Motion carries 6-0.

Penny Reid will send a letter to the congregation about the phased re-opening plan and a request for volunteers to complete the necessary tasks.

- E. Operations report** – Gary Rhodes reported on several items: (1) The Duval County Fire Marshall visited the campus for an unscheduled inspection. The safe capacity of the chapel was calculated and set at 137. Some violations were noted. The Buildings and Grounds Committee has begun responding to the violations: Cleaning of the kitchen hood has been completed and it will be tagged; plans for converting gates so that they open outward are in process; new exit signs need to be procured and installed in the chapel. (2) Most of the stained chairs from the chapel have been moved to storage. (3) Evidence of a trespasser continues to be found repeatedly. The Duval County Sheriff's Office is aware but has not found the individual when patrolling the campus. Outdoor cameras have been realigned for better visualization of trespassers, and the Buildings and Grounds Committee is considering the purchase of more cameras. (4) Water usage for the campus was high during the recent billing cycle, despite little church use of the campus. Our outdoor water faucets have been unsecured, so the Buildings and Grounds

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Committee is installing locks on them.

VI. Old Business

- A. **Summer Ministerial role** - No report.
- B. **Virtual Congregational Meeting** – No report
- C. **Breeze Contact List** – No report
- D. **Foundation Repair** – No report
- E. **Mission Funding** – Penny Reid reported that 37 church members were invited to a meeting to discuss ideas for this year’s pledge drive, since the Mission Funding Committee is defunct. 15 of the 37 said they would attend, but only 10 were actually in attendance at the meeting. Of these, 6 were Board members. The meeting was successful in producing some ideas. Afterwards, Penny sent those who attended an email asking for feedback and did not receive any replies; Blanche Williams received a phone call from one of the attendees, who indicated a disinclination to participate further in a mission funding effort. It is clear that we will not be prepared to begin a pledge drive on September 20, 2020, as previously planned. We will begin on October 4, 2020, instead. There was discussion about how best to reach members about pledging. We will distribute pledge forms and the usual accompanying documents to all members and friends by both US Mail and email. Tessie Bond will contact the Caring Committee to ask whether its members would host small groups (either socially distanced or virtually) to discuss and encourage pledging.

VII. New Business

There was no new business.

IX. Announcements

- **Next Board Meeting** – October 6, 2020
- **Opening Words for October 6, 2020** – Vince Ober
- **Minutes for October 6, 2020** – Jennifer Tucker

X. Adjournment

MOTION: (_____/Bond) – To adjourn. Motion Carries 6-0

There being no further business, the meeting was adjourned at approximately 8:45 PM.

Respectfully submitted,
Blanche Williams