

Unitarian Universalist Church of Jacksonville

Board Meeting Minutes

December 1, 2020

BOARD MEMBERS IN ATTENDANCE: Penny Reid, Vince Ober, Rev. Paul Johnson, Liz Dion, Jennifer Tucker, Gary Rhodes, Tessie Bond

NON-BOARD MEMBERS IN ATTENDANCE: Lola Strickland, Tom Larson, Dianna Battle

ORDER OF BUSINESS

I. **CALL TO ORDER**– The meeting was called to order at 6:05 pm. by Penny Reid, President

II. **OPENING WORDS** – Opening words given by Penny Reid

III. **APPROVAL OF AGENDA**

MOTION: (Ober/Dion) – To approve agenda.
Approved 5-0

IV. **APPROVAL OF MINUTES** –

MOTION: (Bond/Tucker) - To approve the Board meeting minutes of November 3, 2020.
Approved – 5-0

V. **CONSENT AGENDA**

A. President’s Report – Email Report

B. Ministers’ Reports – Email Report

C. Utilization Reports – No report

D. Board Reports

1. **Inreach** – No report

2. **Operations** – No Report

3. **Outreach** – No Report

4. **Stewardship** – No Report

5. **Personnel Committee** – No Report

6. **Capital Campaign** – No report

7. **Other** - No report

MOTION: (Bond/Tucker) – To approve the consent agenda as presented. Approved 5-0.

VI. **REPORTS**

A. Treasurer’s report – Liz Dion

Working on "payroll protection loan forgiveness".

End of year projection still looks like a surplus of 30K.

B. “New Normal”/Virtual Church Update (Vince) – Based on predictions about Covid from CDC, expect church to remain virtual until at least May 2021.

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Vince asked board to suggest actions/tasks for the New Normal Committee to focus on in the interim.

Penny asked for a list of upgrades needed to be made to the church to prepare the campus and facility for reopening (HVAC, etc.). Vince agreed to have committee work on a "to do" list.

Liz asked that the committee inform her, as treasurer, of estimated money needed for the upgrades.

VII. OLD BUSINESS

A. Virtual Congregational Meeting –

1. Member check-in-

Members of congregation will be asked to check -out of church Zoom meeting and then log-in to Congregational Zoom Meeting.

Attendees will be placed in the "waiting room". Names (people will be asked to use full proper names) will be checked to determine membership status and establish quorum. Two people will be needed to be "checkers". Lola Strickland volunteered to be a "checker" and suggested Carlos Fraticelli be contacted to be the second person.

- Action item- Penny will contact Carlos to confirm him as second "checker" to help with confirming members.

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Brian Lapinski has agreed to be moderator.

Voting will be done by show of hands. Tessie Bond and Lola Strickland will count the votes.

2. Motions-

Motion to approve the 2020 minutes will be done by Vince/Gary.

Presentation and review of the budget will be done by Liz and Tom Larson.

Motion to approve budget will be made by Liz/Tom.

Brian will present the slate of candidates and ask the nominees to speak.

Motion to approve slate of candidates will be done by Jennifer/Vince.

3. Opening words/chalice lighting-

Opening words will be given by Jennifer. Chalice lighting will be done by Gary. Brian will extinguish the chalice at end of meeting.

B. Foundation Repair/Campus Damage/Gary-

Repairs to address the minor vandalism on campus have been planned. Still looking at updating the security and possibly adding more cameras.

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C. Mission Funding Status-

Almost all members have been reached by phone and if not reached by phone, they received emails.

An anonymous donor has offered to give 41K if the congregation is able to reach 200K by 12/31.

VIII. NEW BUSINESS –

A. UU 101 Discussion-

Minor editing was done by Sharon Scholl and Tessie. There are still some edits that need to be made, mostly updating numbers. Once the edits have been made, Dianne Battle will do the technical part to update the material and then the material can be posted on the UUCJ website by AREC.

B. Board Email Protocol-

Email guidelines were composed by Penny and sent to the board for review prior to meeting. Discussion included “no forwarding or BCC” on emails and no addition of people to the email recipient list without the permission of the original sender and with notice of the addition to all people included in the original email receipt list. Also discussed was the editing of board meeting minutes by email. Conclusion was that minutes should not be edited through emails but only at the board meetings.

MOTION (Tucker/Dion): To accept the email guidelines composed by Penny as board policy.

ACCEPTED: 5-0

C. Staff Supervision-

Penny started a discussion about the staff “point person” which is stipulated in the Letters of Employment. Penny requested that she be the “point person” for 2021.

MOTION (Tucker/Ober): to designate Penny as the “point person” for 2021

Discussion comments:

There are no stipulations stating that the “point person” must be a member of the board.

Penny has the experience and desire necessary to fill the position competently.

We should capitalize on the benefit of experience rather than start from scratch with new board members.

Decision should be made by incoming board not current board.

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Current board has authority to designate point person for 2021.

APPROVED: 4-1 (dissenting vote was Bond)

D. Terrorism Insurance Rider

Brian Paradise does the insurance for the church. He recommended that we decline the rider.

MOTION (Ober/Rhodes): to decline the “terrorism insurance” rider.

APPROVED: 5-0

IX. ANNOUNCEMENTS

- Next Board Meeting – Following Annual Congregational Meeting 12/13/2020
- December 13th Opening Words – Penny Reid

X. ADJOURNMENT

MOTION: (Bond/Ober) - To adjourn.

APPROVED: 5-0

The meeting was adjourned at 8:10 pm.

Respectfully Submitted,

Jennifer Tucker