

Unitarian Universalist Church of Jacksonville
Approved Board Meeting Minutes
January 5, 2010

BOARD MEMBERS IN ATTENDANCE: Tessie Bond, Liz Dion, Rev. Paul Johnson, Munsell Phillips, Teri Mitchell, Nancy Murrey-Settle (late 6:30), Vince Ober, Gary Rhodes

ABSENT: If applicable

OTHERS IN ATTENDANCE: Linda Plummer, Cathy Courtney, Kathleen McKenzie

ORDER OF BUSINESS

I. **CALL TO ORDER/OPENING WORDS** – Meeting was called to order by Vince Ober, President at 6:03 p.m. Opening words were offered by Tessie Bond.

II. **APPROVAL OF AGENDA**

MOTION: (Bond/Mitchell) – To approve agenda as presented. (Results - Approved 5-0)

III. **APPROVAL OF MINUTES** –

MOTION: (Bond/Dion) - To correct the votes of Staff Supervision and Adjournment from 4-0 to 5-0 and approve the Board meeting minutes of 12/13/20. (Approved 6-0)

IV. **CONSENT AGENDA** (This section includes all reports which are adopted as electronically presented and not discussed. If any of them needs to be discussed, the consent agenda is amended to exclude it and place it either under Old Business or New Business)

- A. **President's Report** – Submitted electronically; Ober
- B. **Vice President Report** – Submitted electronically; Bond
- C. **Treasurer Report** – Submitted electronically; Dion
- D. **Minister's Report** – Submitted electronically; Johnson
- E. **Utilization Reports** – No Report
- F. **New Normal Committee Report** - No Report

G. **Board Reports**

- 1. **Inreach** – Submitted electronically; McPhillips
- 2. **Operations** – Submitted electronically; Rhodes
- 3. **Outreach** – Submitted electronically; Mitchell
- 4. **Stewardship** – No Report
- 5. **Personnel Committee** –No Report
- 6. **Finance Committee** - Submitted electronically: Dion
- 7. **Capital Campaign** – No Report; LDC Charter, Governance, Additional Financials.

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

Prior to discussing board business, Board discussed the first topic, governance basics, (Board duties, By-Laws/Policies/Procedures, Time and Money, and being a Learning Community) presented by UUA under their Congregational Board Training program. Board members identified and discussed the areas that they found most notable to them.

Unitarian Universalist Church of Jacksonville
Approved Board Meeting Minutes
January 5, 2010

V. OLD BUSINESS

- A. Personnel Committee_Ober
 - a. Linda Plummer has agreed to share the HR development handbook she has created for BBUUC with UUCJ. She has also done similar work for The Mountain. Board gratefully accepted Linda's generous offer.
- B. Virtual Church_Ober
 - a. Discussion of where the New Normal Team fits into Portfolio structure. It has advisory only responsibility reporting directly to the board, it can help committees identify and plan for upcoming problems and possible solutions relating to reopening, yet does not have authority to act independently. The team covers multiple responsibilities and is intended to be nimble to address the unexpected needs encountered during pandemic.
- C. Ministerial Search Committee
 - a. Process differs for search procedure for Contract Minister or Developmental Ministers and a Settled Minister. This is in keeping with guidelines established by UUA. ACTION ITEM: Need to locate ministerial transitions guideline. <https://www.uua.org/careers/ministers/transitions> is a good starting place.
- D. Treasurer
 - a. Dion reports that the lender for the PPP load has recommended approval for forgiveness.
- E. F. In-Reach Portfolio
 - a. Leadership Development Committee. MOTION: (BOND/MUNSELL) Motion for Karen Kempe to serve as chair of LDC and as chair rewrite LDC charter for board consideration. Approved. 6-0
 - b. Committee on Ministry: Keel, Seiken, Hoefft.
- F. Operations Portfolio
 - a. Consideration of work on storage possibilities
- G. Outreach Portfolio
 - a. Discussion on Social Justice vs ICARE. Currently no Social Action Committee chair.
 - b. MOTION(Murrey-Settle/Rhodes) Motion made and amended to commit 100.00 to 250.00 to register UUCJ for the upcoming MLK Parade. Approved 6-0
- H. Staff Supervision
 - a. Penny Reid will remain as staff supervisor.

VIII NEW BUSINESS

- A. Policy and Procedure Manual.
 - a. Need to locate or collate one and have it in accessible place
- B. Parliamentarian selection
 - a. Agreed to operate with a hybrid model of consensus and Roberts Rules of Order, the latter as a good way to document major decisions.
- C. Board Retreat will be via Zoom, Jan 16 from 1-3 pm
- D. Board Goal Setting will be via Zoom Jan 23 form 1-3 pm
- E. Capital Campaign: Opportunity for expansion of storage, social hall remodel, patio improvements, and elevator. Will invite a presentation at the next board meeting (2/2/21) and invite chairs from committees impacted to attend.

VI. ANNOUNCEMENTS

Unitarian Universalist Church of Jacksonville
Approved Board Meeting Minutes
January 5, 2010

- Next Board Meeting - February 2, 2021 @ 6:00 p.m. Opening words - Dion.
- Please send agenda items to Ober or Murrey by Jan. 21, 2021

VII. ADJOURNMENT

MOTION: (BOND/DION) - To adjourn @ 7:50. Approved.

Respectfully Submitted,

Nancy Murrey-Settle
(approved 2/2/21)