

**Unitarian Universalist Church of Jacksonville  
Approved Board Meeting Minutes**

**March 2, 2021**

*“By serving compassionately and connecting authentically we change the world.”*

**BOARD MEMBERS IN ATTENDANCE:** Tessie Bond, Liz Dion, Rev. Paul Johnson, Munsell McPhillips, Teri Mitchell, Nancy Murrey-Settle, Vince Ober, Gary Rhodes

**ABSENT:** None

**OTHERS IN ATTENDANCE:** Carlos Fraticelli, Karen Kempf

**ORDER OF BUSINESS**

I. **CALL TO ORDER/OPENING WORDS** – The meeting was called to order Vince Ober at 6:00 PM.

II. **CHALICE LIGHTING AND OPENING WORDS.** - Opening words were offered by Munsell McPhillips.6:03

III. **COVENANT READING** - V. Ober read board covenant.

IV. **APPROVAL OF AGENDA**

**MOTION: (Bond/Mitchell)** – To approve agenda as amended. (Approved 6-0)

Above is my motion. Anything beyond that was included to clarify what was amended.

Amendments are to remove the VI (F) Foundation from reports and move to New Business Revised Charters for 2021, and to move New Normal and Capital Campaign to Continuing Business.  
( Approved 6-0)

V. **APPROVAL OF MINUTES –MOTION: (Bond/Dion)** - To approve the Board meeting minutes of 2/2/2021. (Approved 6-0)

VI. **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

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- B. Vice President’s report
- C. Treasurer’s report
  - Budget review dashboard
  - February 2021 balance sheet
  - February 2021 Income and Expense
- D. Minister’s report
- E. New Normal Team (move to continuing business)
- F. Portfolio Reports
  - Inreach
  - Operations
  - Outreach
  - Stewardship
- G. Personnel: No Report
- H. Foundation: No Report (move to new business, charters)
- I. Capital Campaign: Climate Report (move to continuing business)

**VII. Continuing Business**

- a. Capital Campaign/Social Hall Improvement -
  - i. K. McKenzie sent the board Climate Report in response to questions during Allen Tilly’s sermon on sea-level rise and possible effects on the social hall. Rhodes noted that it was good to see her response in that it demonstrated that these concerns are being considered as we prepare for improvements in the social hall and that we can expect to address climate change in upcoming years.
  - ii. Discussed the expectation of board members to contribute to the capital campaign for the first round of improvements. Here is the pledge form
- b. New Normal Team (NNT) Report
  - i. Covid Rates are declining in Jax but still not at the level recommended for reopening by UUA (see report). NNT is anticipating continuing Zoom during the future phased reopening and is also looking at new equipment to facilitate 2-way communication (which will also be good for Fernandina Beach folks). Tech team looking at this. Murrey-Settle reminded the board that the tech team also needs to be considering overall computer systems in use for church business and document storage and retrieval as well as audiovisual storage and retrieval.
  - ii. Rhodes reminded the board that it is the board’s responsibility to make sure facilities are prepared for reopening, but that members of the congregation who attend in person need to be responsible and accountable for maintaining sanitary protocol. Mitchell has a CDC list of recommendations on safety she will be sending to all committee chairs. (ACTION)

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- c. Deck and Anthony Room repair estimates – Gary Rhodes
- d. Minister Search
  - i. UUA Transition Office Meeting with Rev Keith Kron
  - ii. Motion (Murrey-Settle/Bond) To take recommendations of Keith Kroon and search for a full-time 2-year contract minister and to form a search committee to conduct a search. Passed 6-0
  - iii. Form 5-7 member search committee. Karen Kempf will also for volunteers from standing committee chairs and a general all-call for volunteers and nominees will be published in the eblast. Desire is to form a committee and have them start in mid-March. Possible members suggested.
- e. COM – mid-year evaluation of ministry
  - i. Committee on Ministry. Although somewhat on hold due to various ministerial changes over the last couple of years felt the need to form an ad hoc group to discuss the status of goals and provide Paul Johnson with feedback and direction for the next 4 5 months.
  - ii. Action: form ad-hoc group of board members to meet at end of March for such a review.
- f. Computer/Information System Work Group
  - i. Integrated system – documents, audio archives, video archives, website, audiovisual productions
  - ii. Cloud Storage and Board Business Software
  - iii. Action: Think of people who would be willing to form a working group to investigate audio/visual hardware and churchwide software adaptation as we move forward. Needs to include Tina, Krystal, Carlos, Steve Settle said he would be willing.
- g. Leadership Development Council Charter update
  - i. Karen Kempf gave an informative report on the development of Leadership Development Committee (LDC) charter update. Includes “Sanctuary Conversations” Quarterly talks on core values. Visioning and Congregation Building. Crosses over into Religious Education and Faith Development. She is keeping an eye out to helping grow church into a program church.
- h. Policy and Procedure; Personnel Handbook from L. Plummer
  - i. Action: Need to check with Penny Reid on status of personnel committee and if she has received handbook from Linda Plummer.

**VIII NEW BUSINESS**

- A. Programming
  - a. Articulating Faith workshops by Paul Johnson and Build Your Own Theology programs being offered.
  - b. Murrey-Settle expressed optimism with LDC planning and suggested we have more “calendarizing” of the programs we offer so that congregants can

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easily find the programs most beneficial to them. She suggested quarterly schedule

**B. Charter Approvals**

- a. Murrey-Settle suggested we receive this year’s charters that had an edited version history so that board members could see the changes that were proposed for each charter. Others felt this was unnecessary because charters are not edited from year to year but rather are submitted as new to the Board for approval as presented.
- b. Motion Mitchell/Bond. Approve Outreach Charters as presented. Approved 5/0/1 abstention.
- c. Motion McPhillips/Dion. Approve Inreach Charters as presented. Approved 5/0/1 abstention.
- d. Motion Bond/Mitchell. Approve Stewardship Charters as presented. Approved 5/0/1 abstention.
- e. Motion Bond/Mitchell. Approve Foundation Charter as Presented. Charter outline Foundation as separate from UUCJ as a not-for-profit with the goal of financial support of UUCJ rather than a committee or working group. However, will report under the Stewardship portfolio. All members of the church are members of the foundation. Approved 5/0/1 abstention.
- f. Motion Rhodes/Bond. Approve Operations Charters as presented. Approved 5/0/1 abstention.

**C.** Carlos reported on attempted break-ins at the church.

**D.** General Assembly is coming up June 23-27, 2021. Registration is open, it is all virtual and cost to participate is 200.00. We should identify congregants who are attending and if necessary look into scholarship for participation as needed.

**VIII. ANNOUNCEMENTS**

- Next Board Meeting - April 6. Need reports and agenda items by March 28th to send out agenda by 3/31, a week before mtg.
- Opening Words – Teri Mitchell
- Board Assignments – Look for red action items

**IX. ADJOURNMENT**

**MOTION: (Bond/Rhodes)** - Motion to adjourn. Approved 6-0.

There being no further business the meeting was adjourned.

Respectfully Submitted,

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Nancy Murrey-Settle