



UNITARIAN UNIVERSALIST CHURCH
OF JACKSONVILLE

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

UUCJ Board Meeting Minutes Zoom Conference Call Tuesday, June 07 2022 6:00pm - 8:58 pm

Approved at July Board Meeting

Attendees

Board Members in attendance : Yanella Parra, Meg Rohal, Teri Mitchell, Munsell McPhillips, Nancy Murrey-Settle, Vince Ober, Rev. Lee Anne Washington. Guests: Lynn Shad, Craig Deloach (6:32), Krystalle Voeks (6:16)

Agenda

1. Call to Order *-(6:02 PM)*
2. Chalice Lighting, Board Covenant, Process Observer, Board Training
3. Approval of Minutes, Approval of Agenda, Consent Agenda
4. Continuing Business:
5. New Business:
7. Close of Meeting

Discussions and Observations

1. Into the Wilderness training is very appropriate for where we are, coming out of covid, looking at many needed repairs, and dealing with security issues. Worth reading.
2. Munsell reports that we are solid on pledges, and expenses for this time of year. Board reserves have been moved, and even with the cost overruns of this year we should be good for the rest of 2022. However, there is need to start the Mission Funding activities for 2023 asap.
3. Need to develop Capital Improvement Plan for the next 5 years. Yanella and Munsell are working on this and will meet with a contractor Jun 20, 2022 . Action item #2
4. Above items 2 and 3 are related. Need to establish a mission funding team. Board liked the idea of having neighborhood and house meetings to discuss with congregants budgetary needs for 2023. Action item #3
5. Communicating with members about volunteer needs and mission funding activities, ect is challenging. Teri Mitchell would like to see a return to an insert in the printed bulleting with announcements and calendar perhaps. Action item #4. Nancy and Steve have donated a years subscription to Sign-Up_Genius which may also assist in this effort. Action item #5



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6. Staff is coming on campus on Tuesdays and Thursdays. Yanella and Carlos can disarm and rearm buildings from the phone app if pairs of volunteers want to come on campus M, W or F.
7. Rev Lee Anne shared a drafted letter to the congregation on safety activities
8. A need exists to reevaluate the cleaning services and schedule we have for church buildings.
9. Document storage and management working task force needs to be established to guide accessibility and archival of documents.
10. Teri Mitchell looking at grants for church and capital improvements. Tom Larson is finishing 501(c)3 application to make us more eligible for grants. See action item #2.
11. Lynn Shad presented a clear explanation of the Foundation and its monies. The only monies currently held by the Foundation in the Endowment Fund which the principal is not to be used, but needs to grow by reinvesting 96% of the profits the fund may receive each year. 4% of the profits go to an unrestricted grant to UUCJ.
12. The next Leadership Council meeting is scheduled for June 18th. Portfolio Leaders, please advise chairs to attend or designate a team member to attend. Action item #6
13. Staff issues. Penny Reid will be the summer supervisor for staff. David Valles was contracted to be a new bookkeeper.
14. Policy on Naming and Memorials needed. Need to respond to a request from Joe Aditori. Brainstorm suggestions including renaming the service auction event after Florie Aditori. See action item #7. Lynn Shad asked the board to give permission to Peter Racine to speak to Joe regarding legacy giving.
15. GA Delegates from UUCJ have not been selected. The best practice is to choose them from interested congregants in May. This year's General Assembly dates are June 22-26.
16. Proposal by Rev Lee Anne to move board meetings to the second Tuesday of the month. A primary reason is to have more relevant financial data at the time of the board meeting. See decision #3.
17. Board will accept invite from the worship committee to speak at the August 14th service. See Action item 3*.
18. Need to go into an executive session to discuss Ministerial Evaluation Process see Decision #4.



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1. Motion to approve amended minutes of May Meeting. Rohal/Parra 5/0
2. Motion to approve Agenda and Consent Agenda Parra Mitchell 5-0
3. Motion to move Board Meetings to the second Tuesday of the Month. Mitchell/ McPhillips 5/0
4. Motion to move to executive session McPhillips/Rohal 5-0
5. Motion to enter executive session. MurreySettle/McPhillips 5-0
6. Adjourned at 8:58 pm

Action Items

1. The operations report was not included in the consent agenda as Yanella is still getting estimates for the many needs and costs. . Yaanell Parra will write that up and submit late as it has a lot of the needs for repair to campus.
2. On June 20, Parra and McPhillips to meet with the contractor to assess building facility repair need and cost over the next 5 years. Capital Campaign and Grants may help to cover costs.
3. Teri Mitchell will talk to Janine Larson to see who the neighborhood contacts are to explore how to utilize that structure for mission funding meetings.
4. Teri Mitchell with talk with the worship committee about a return to paper bulletins and announcements.
5. Nancy Murrey-Settle will talk with Tina about a landing page for volunteer opportunities and using sign-up genius for that purpose.
6. Portfolio Leaders will communicate with committees and teams to send rep to the June 18th leadership council.
7. Rev. Lee Anne will respond to Joe Aditorii’s request to rename a room for Florie, letting him know we share his desire to honor all the gifts Florie gave to the church and would like to discuss with him the best way to honor her memory.
8. Vince Ober will communicate with Board about 8/14 service participation.

Next Meetings

- Tuesday, July 12. Meg Rohal, Opening words, Munsell McPhillips, Timekeeper, Yanella Parra Process Observer

SUBMITTED by Nancy Murrey-Settle, Board Secretary



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