



UNITARIAN UNIVERSALIST CHURCH  
OF JACKSONVILLE

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

**UUCJ Board Meeting Minutes** Zoom Conference Call Tuesday, April 5, , 2022 6:00pm - 8:38 pm

Approved at May 2nd Meeting

### Attendees

Board Members in attendance : Yanella Parra, Meg Rohal, Teri Mitchell, Nancy Murrey-Settle, Rev. Lee Anne Washington. Arrived later, Munsell McPhillip. Board Members Absent: Vince Ober.  
Guest: Craig Deloach

### Agenda

1. Call to Order -(6:07 PM)
2. Chalice Lighting, Board Covenant, Process Observer, Board Training
3. Approval of Minutes, Approval of [Agenda](#) (See agenda for links to reports)
4. Continuing Business:
5. New Business:
7. Close of Meeting

### Discussions and Observations

1. In absence of the Board President, the meeting was led by Vice President, Teri Mitchell.
2. From the monthly training (see agenda) reminder that mission is the guiding north star for the board and should be for committees as well. Discussed positive aspects of an annual report for board, teams and committees and suggested that the task of review of charter in preparation for following year could be combined with a suggestion for an annual reporting of committees and teams.
3. Ministry Team activities will be found in the charters and in minutes from the teams rather than in a summarized report. Use of a leadership council (quarterly?) will facilitate communication of activities.
4. Board Reviewed Treasury Dashboard led by Treasurer, Munsell McPhillips. Pledges on track, Plate Collections down. Need to communicate the financial status of the church to the congregation on a regular and ongoing manner. Shortages toward end of year may be expected and don't want this to come as a last-minute surprise. Need to communicate the costs of doing business and rising rates for insurance, etc. This can be seen as an ongoing, year round Mission Funding effort which we have long talked about. See action Item 1. Also want to resume plate collections, see action item 2.



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5. Looked at the Charters that we currently have for the 2022 year. Most all are in and have been accepted. A few more are coming in from Operations. The Charter Chart document which lists all teams and committees was amended to reflect the current state of church organization. The Foundation charter was removed as they have its own bylaws and do not fall under a team or committee of UUCJ. Decision 3. Action item 2.
- [6.] Munsell reported that a facilities risk assessment would be \$2700. Insurance is up 35 % and is projected to continue to increase. Will look at options to reduce insurance costs, starting with investigating the appraisal of the building and insuring at a level that is in line with the appraisal. Discussed commercial appraisal vs COJ (City of Jax) appraisal. Discussed dropping wind and hail damage and keeping just liability. These all discussions all relate back to ongoing mission funding efforts and the need to keep the congregation informed. All good topics for a future Townhall meeting.
- 6.[7.] Townhall Meeting of Apr 24, 2022. The safety and physical facilities of the campus will be the primary focus of the town hall meeting. On April 23rd Campus Management is planning a Labor of Love workday on the campus. Decision #4 and Action item #4.
- 7.[8.] Request for board resolution to direct the Board Treasurer to seek a new financial institution for the church. Decision #5 Action item #5.
- 8.[9.] Copyright issues are less stringent in the closed-loop system that we use at UUCJ now. Not using FB or YouTube, just Zoom which is not “broadcast” therefore not renewing copyright service.
- [10.] Plate collection needs to [resumereserve](#).

## Decisions

1. Motion to approve Minutes of March Meeting. Rohal/ Parra 4-0 (McPhillips yet to arrive)
2. Motion to approve Agenda and Consent Agenda Rohal/Parra 5-0
3. Consensus agreement to accept and approve submitted charters and will also accept and approve late charters from Operations.
4. Security issues are the topics to discuss at the 4/24 Townhall meeting being called by the board. How to make our campus safe for staff and the community at large. Options introduced include fencing perimeter, creating a JSO Station Stop; need to explore other various options. Also, in terms of safety, we want to discuss the overall physical condition of the property and buildings, overall safety. See action item 4.
- [5.] Motion for Resolution for Treasurer Munsell McPhillips to seek [aand](#) new financial institution for UUCJ and to end banking with Wells Fargo, closing accounts there. Murrey-Settle/Mitchell, 5-0 approved.
- 5.[6.] Consensus to restart plate collections during service.
- 6.[7.] Motion to go into executive session. Mitchell/McPhillips Approved 5-0 8:08-8:30 pm



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7.[8.] Motion to adjourn Rohal/McPhillips

### Action Items

1. Munsell will be reporting financial status to the congregation via E-blast.
2. Plate collections will be resumed.
3. Nancy will clean up the Leadership handout to make sure it is in sync with the approved charters.
4. As Operations Portfolio leader Yanella will draft an invitation and announcement for the [town hall meeting in the](#) eblast.
5. Munsell McPhillips, as UUCJ Treasurer will research new financial institutions to handle UUCJ accounts.

### Next Meetings

- Tuesday, May 3rd. Reports due April 24th. Opening Words, Vince Ober

SUBMITTED by Nancy Murrey-Settle, Board Secretary