



UNITARIAN UNIVERSALIST CHURCH  
OF JACKSONVILLE

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

**UUCJ Board Meeting Minutes** Zoom Conference Call Tuesday, July 12, 2022 6:00pm - 8:16 pm

Approved at August Board Meeting

**Attendees**

Board Members in attendance : , Meg Rohal, Teri Mitchell, Munsell McPhillips, Nancy Murrey-Settle, Vince Ober.

**Agenda**

1. Call to Order –(6:00 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. Board training 6:06. Always informative and a good idea. Discussion of being task oriented during meetings or allowing for tangential remarks. A balance of the two is ideal.
2. Reviewed the presented agenda and removed and tabled item that we would not be able to address productively in this meeting or that actually belonged elsewhere.
3. Motion to approve June minutes as presented. McPhillips/Rohal. Approved 4-0
4. Motion to approve Consent agenda as amended. Mitchell/Rohal. Approved 4-0
5. Mission Funding. Discussed when and how to start our mission funding drive. Also noted that this is the month Porfolio leaders reach out to chairs to get budget requests for 2023. Decision #3 Action items #1, #2, #3, #4.
6. 6:45 Document Storage. Task force for such needs to be kept small consisting of UUCJ staff (Tina, Krysatalle, Virginia, Rev. Lee Anne) and Board (Secretary and possible one other. What that task force envisions will then be run by Board for final approval. Decision #4
7. 6:58. Discussion on format for Board meetings going forward. Majority of board wants to continue in Zoom with belief that it is more accessible to more people and that our townhall meetings give us face to face with the congregation. Decision #5
8. 7:09. Need to begin recruitment for 2023 Board. Will need 2-3 new board members for the 2023 board. Action #5



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9. Room rental rates policy needed. Needs to include, 1. who is eligible to rent, 2. rates for rental short and long term, 3. who is responsible for determining use and providing access. Action #6
10. Need additional board policy on room dedications and renamings. Action #7
11. Next Town Hall meeting. Schedule and Format. Need to make sure all speakers use the microphone. Decision #6, Action item #8.
12. 7:36 Sunday Bulletin and recruiting volunteers. Decision #7.
13. Discussed Boards Aug 14 sermon. Will continue discussion directly after July 26 Mission Funding meeting.
14. Reimbursement Policy. None currently exists. Action item #9
15. OWL. Nancy will fund a young woman to take the OWL Training if we can snag a space at the next signup with hope of offering program in January. Vince will speak with new BBUUCJ about their OWL program and/or other ways we might collaborate with BBUUCJ.

## Decisions

1. Motion to approve June minutes as presented. McPhillips/Rohal. Approved 4-0
2. Motion to approve Consent agenda as amended. Mitchell/Rohal. Approved 4-0
3. Mission Funding 2023 will Launch on September 4th in conjunction with the Labor of Love event. Will include scheduled house meeting, hopefully with attendance at many by Rev. Lee Anne and/or board members, Mission team person.
4. Task force on Document Management will be formed in January 2023 with hopefully new and former Board Secretary.
5. Consensus that Board meetings will continue in Zoom format.
6. Consensus next TownHall meeting will be after service Sunday Sep 11, 2022. Topic: Open Forum.
7. Board recommends to Worship Committee to resume use of a Sunday Bulletin and monthly calendar. Will be a good place to include volunteer opportunities and sign up genius opportunities.
8. 8:16. Motion to Adjourn Mitchell/Rohal Approved 4-0

## Action Items

1. Mission funding planning will continue at meeting July 26th at 6 pm.
2. Mission funding; Terri will identify people who can help fundraise for this year's Mission Tea m campaign/pledge drive. Each of us will come with ideas for theme and programming ideas. Treasurer ( Munsell) and finance team will advise on setting a Mission Funding monetary goal.



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3. Vince will communicate to Virginia the Sept. 4th launch date.
4. Portfolio leaders will communicate to chairs request for 2023 budget needs.
5. Each member will come next meeting with name of one person to recruit. Nancy will reach out to Karen Kempfe to see how the Leadership Development Council can support this effort.
6. Room rental rates falls under the Operations portfolio generally; Vince will speak with Yanella about finding current policy to revise and update it with input from the Finance Committee and Building and Grounds. Policy should be ready for board to review at August meeting.
7. Policy also needed on Room dedication and renaming. Teri will touch base with Lynn Shad who was going to speak potential donors regarding this subject. She and Meg will draft a policy on this topic.
8. Vince will communicate with Rev Lee Ann in August regarding Townhall.
9. Munsell will work with Finance Committee to draft a Reimursemnt Policy.

#### Next Meetings

- Tuesday, August 9. Munsell McPhillips, Opening words, Teri Mitchell, Timekeeper, Meg Rohal Process Observer

SUBMITTED by Nancy Murrey-Settle, Board Secretary