



UNITARIAN UNIVERSALIST CHURCH
OF JACKSONVILLE

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

UUCJ Board Meeting Minutes Zoom Conference Call Tuesday, March 1, 2022 6:00pm - 8:53 pm

Approved at April Board Meeting

Attendees

Board: Munsell McPhillips, Teri Mitchell (first 45 minutes), Nancy Murrey-Settle, Vince Ober, Yanella Parra, Meg Rohal, Lee Anne Washington. Guest: Cathay Courtney (most of meeting), Steve Settle (briefly during Campus Management talk)

Agenda

1. Call to Order -(6:01PM)
2. Chalice Lighting, Board Covenant, Process Observer, Board Training
3. Approval of Minutes, Approval of Agenda
4. Continuing Business:
5. New Business:
7. Close of Meeting

Discussions and Observations

1. Discussed monthly board training on Spiritual Grounding of Leaders and recognized the importance of acknowledging that lay leadership can be a spiritual practice. Rev Lee Anne shared a vision of future UUCJ as a teaching congregation and reflected how the monthly board training set the groundwork for us as a learning congregation to become a teaching congregation.
2. Reviews designation of Teams (under the Ministerial Portfolios) and Committees (under the Board Portfolios). Mention that in the following years the approval of the charters within the ministerial inreach portfolio should be approved by the minister rather than the board.
3. Discuss the decision made at the January 22 board meeting where we reconfigured the committees and teams under each portfolio. Specifically in regards to the combination of the Mission Funding and Fundraising committees which were separated into one committee. Purpose was to move the idea of Mission Funding as a year-round effort and not just for the purpose of the pledge drive. Fundraising naturally fits within that and doesn't mean that a person who conducts a fundraising event is responsible for overall mission funding activities.
4. Good work period where the board reviewed all the committees and teams currently operating under the UUCJ umbrella. Clarification on lateral reporting and accountability of the Minister and Board to the congregation at large. Overall consensus agreement on some of the clarifications



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and changes as reported in the Decisions and Action Items of these minutes.

5. Yanella Parra reported on wifi security system update at cost of 2k. Doors and locks are being repaired. Campus Management Team is recommending the identification of a handyman to handle repairs not picked up by volunteer members. Looking at ways to funnel repair work orders through Virginia's office.
6. Discussion of making the UUCJ campus a Jacksonville Sheriff's Office (JSO) Station Stop. Would allow JSO officers access to the social hall where the church would provide a coffee station. Would encourage JSO cars and officers in the parking lot to work on reports and paperwork providing the UUCJ campus with additional security. Some members favored this arrangement, one member objected to offering an invitation to an increased police presence on our campus. See decision #7.
7. Happiness at the resumption of in-person services beginning Mar 13, 2022. Decision #8
8. Continued discussion of how projected insurance costs may outstrip church income. Continued discussion on projected building maintenance costs. See decision #9
9. Immediate future plans for reconvening include a spring party and a commissioning ceremony service for board leaders.

Decisions

1. Approve February meeting minutes.. McPhillips/Rohal 5-0.
2. Amend and approve the March consent agenda. McPhillips/ Parra 4-0.
3. Although the Capital Campaign efforts were moved from a task force to a committee for 2022 they will not be asked to submit a charter this year.
4. Consensus agreement on following Charter-related decisions. Approval of the 2022 Charters will be delayed until April board mtg. The Denominational Affairs Committee is not needed as those functions are entirely handled by the minister and the communications director (Rev. Lee Anne and Tina Ramsey). The mention of the West Nassau/Fernandina group should not be listed as a separate team/committee on any organizational charts; they are fully part of the congregation. Finally, on all charters, the Minister and the Board President should be listed as ex-officio officers.
5. Motion to refund \$200.00 from the Minister's Discretionary Fund to Rev [Lee Anne Washington](#). Approved McPhillips/Parra 4-0
6. Consensus for a \$2,000 a month allocation of the annual housing allowance for Rev Lee Anne to be approved retroactively from December 31, 2021 and to continue indefinitely unless otherwise changed.
7. Decided that more discernment was necessary before making UUCJ a JSO stop station. We will invite congregational discussion at a planned April 3rd town hall meeting. Action item #4.
8. Consensus to approve the New Normal Committee decision to return to in-person services Mar 13, 2022.
9. Need to discuss social hall renovations related to having a clear understanding of the sustainability



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of our current campus. action items #5, #6 and #7. Need to get additional information about insurance options including self insurance.

10. 8:50 Motion to adjourn McPhillips/Rohal 4-0

Action Items

1. Portfolio Leaders will get Charters to Nancy Murrey-Settle asap so she can link them on the Charter Table Chart for review prior to next month's board meeting.
2. All charters should list the Minister and Board President by name and office as ex-officio members of that team/committee/task force.
3. Governance Structure workgroup consisting of Meg, Vince, Nancy, and Rev. Lee Ann will meet Thursday at 2:30 at UUCJ campus to continue reviewing portfolios, charters/teams/ organizational structure.
4. Yanella Parra will draft an objective and balanced statement to invite the congregation to consider the pros and cons of making UUCJ a JSO Station Stop at a Apr 3, 2022 town hall meeting.[The Town Hall meeting may need to be delayed until April 24. Teri and Meg are planning a return to in-person services party for that day.}]
5. Munsell will investigate costs to have a Risk Register performed by a certified facilities manager to be able to accurately project maintenance costs.
6. Munsell will talk with Kathleen and David to discuss capital campaign social hall renovations.
7. Munsell will continue talks with the insurance provider to understand the likelihood of projected increases over the next 5-6 years.
8. Meg and Teri will look at an April date for a Spring Fling Reconvene Party to celebrate good things that happen when flowers bloom and church services are in person.
9. Board members will mark calendars to attend the March 13th first in-person service of 2022 participation in the commissioning ceremony of the 2022 board led by Rev. Lee Anne.

Next Meetings

- Virtual Board Meeting April 5th, 6 pm Opening words: Vince Ober, timekeeper Yanella Parra, Process Check Munsell McPhillips.
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SUBMITTED by Nancy Murrey-Settle, Board Secretary