**UUFC Board of Trustees Minutes July 25, 2021**

# Holley lit the chalice and gave opening words.

# Present for Check-in: Holley Ulbrich, Martha Alexander, Dave Sanders, Suzy Marcus, Rev. Christina Branum-Martin. Absent: Derek Wilmott (moving) Michael Elder (report sent)

Dave moved and Martha seconded to approve the June minutes-approval unanimous.

# Guests: **Rhonda Powell and Karen Hiebel**

**Children’s and Youth Religious Exploration Committee – June/July 2021**

**Budget Remaining:** $908.64 as of July 23, 2021

**How is the Committee addressing the items in the current strategic plan?**

In support of the 2021 Board goals of equity and inclusion, the Committee has identified the following goals for 2021:

1. Continue to build a modern library of books written by diverse authors covering subjects related to racial and social justice, gender, neurodivergent people and purchase these materials from businesses who are owned by diverse people or known to support UU values
2. Monthly activity kits delivered in person until the RE program physically reopens (and possibly through remainder of 2021) to continue serving families who may or may not attend in-person services
3. Integrate/continue relationship building, preparing a foundation of UU values for our youngest members as programming in person becomes possible
4. Allow time and space for socialization/reintegration/trauma processing for all of our young members, making sure our curriculum or program planning meets the needs of neurodiverse kids

**Agenda Items for Council of Committees:** As per request, the Committee has identified the following initial concerns/requirements for a re-opening of in person children’s and youth RE programming:

The Committee is not prepared to re-open in person RE during the summer months. To the extent that UUFC may return to some form of in person programming between now and the fall, any children and youth in attendance will remain with their parents, therefore, a children’s activity space in the sanctuary is essential. *It must be noted that no vaccine has been approved for children and youth 12 and under at this time, and none are likely to be available for some time yet.*

For the fall, the Committee plans to institute a family ministry model for the 2021-2022 church year, beginning after Labor Day. Such a model will have the children and youth in the service for two Sundays a month, and in “class” for two Sundays a month. However, classes will not be siloed by age. Instead, we will create dedicated stations or spaces for 1) Story (e.g. Spirit Play stories), 2) meditation and 3) free play (either outside, weather permitting or inside).

The committee would like to remove all items from the RE spaces and paint the classrooms. Reducing the number of items in the rooms, and limiting the amount of materials and the number of work spaces will insure physical distance of students.

Benefits of the family ministry model:

1. Addresses the Board’s goal of inclusivity by integrating RE more fully into an intergenerational UUFC community
2. Requires fewer volunteers to sustain (4-5 adults per week as opposed to 6-8)
3. The committee believes that the family ministry model will enable us to meet our 2021 goals of

* Integrating/continuing relationship building, preparing a foundation of UU values for our youngest members as programming in person becomes possible, and
* Allowing time and space for socialization/reintegration/trauma processing for all of our young members, making sure our curriculum or program planning meets the needs of neurodiverse kids

Challenges of the family ministry model:

1. Requires everyone to be on board and to understand the changes and the reasons for them
2. Requires re-training of teachers from a model of “teacher in charge” to “teacher as facilitator” (Spirit Play already follows something more like this Montessori-style model)
3. Physical spaces (see below)
4. Wiggle room for children ages 3-5 to either be in nursery or in “class”

Space use:

Sanctuary - dedicated corner with rocking chair, activity table and shelves

Social Room – dedicated area for indoor activities, especially during inclement weather

Spirit Play – removal of much of the existing material and creation of dedicated spaces for story, altar, etc.

Advanced Learners – convert to meditation space

Nursery – Re-evaluation of existing materials and installation of monitor

The committee believes it would be valuable to provide a suggestion box for feedback, and for the DLFF to work with the Board, the Transition Team, and/or any other relevant bodies to develop a protocol.

**Committee Update:**

* Created and delivered RE packets for our families based upon the Soul Matters monthly themes for February, March, April, May and June/July. There will be no August packet.
* Rhonda has begun painting both the Spirit Play and Advanced Learner classrooms.
* A small table and chairs, and one small bookcase have been placed in a corner of the sanctuary as part of a new “peaceful play” area for all ages during worship. The rocking chair from Founders House was also moved to the corner to replace the one that belonged to Rev. Balof.
* As part of the July 10th workday, the playground brush was cleared from the playground area. Joe Harris has continued to work on the area. Some of the equipment has damage that needs to be repaired and we need to check for and/or remove insects.
* As part of the July workday, furniture was removed from the old Teen Room. Some items were transferred to the new Teen Room in Founders House, while others were donated or disposed of.
* Karen began a major reorganization of the RE room (or Lifespan Faith Formation Room). Old curricula and materials have been disposed of, supplies reorganized, and space cleared to allow for the use of the space as an office/meeting space which could accommodate meetings of 4-6 people with a larger table than we currently have.
* The Old Teen room is now being utilized as overflow storage for RE, but considerable space remains for other uses, with the caveat that the room is not ADA compliant.

**Calendar Items:** multi-generational RE classes are currently scheduled to resume on September 12th, provided that the criteria for Phase 3 Re-entry and limited Sunday morning worship are met.

**Describe any ways your committee has supported our commitment to being a Green Sanctuary or Welcoming Congregation:**

* RE packets have included recyclable or reusable materials to the greatest extent possible.

**Report Prepared by:** Karen Hiebel

**Person that will represent the committee at the next Council Meeting:** Karen Hiebel

Verbal additions to the report: As in-person RE begins it is a priority to rebuild community. However, there can be no hugging. Many of our children are very young and it is unknown as to whether they will remember each other or who will come. Volunteers are needed for the nursery. Later childcare workers will be hired.

At present there are no high schoolers. So far there are youth of junior high ages. Plans are being made for OWL for which there is $800.00. OWL must be taught in-person. Kathy Crain is the only certified OWL teacher. There is a need for one more.

Rhonda has been painting rooms. And there is mice infestation. Rev. Christina asked about hiring a company help with the mice problem, so that is being considered.

**Michael: CFO Report to the Board of Trustees, July 25, 2021**

**July Financial Results**

June YTD revenue is about $26,000 ahead of expenses for the year. This is as expected because our budget was built around the infusion of funds from the federal PPP program received in January. That number will shrink over the next several months, but we are currently on track to end the year on budget.

**Founders’ House Porch Project**

The Founders’ House Porch Project is now complete, and the final payment has been made.

**Stewardship**

Stewardship Campaign Planning-Del is overseeing the gathering of financial and historical information requested by Mark Ewert, UU Stewardship Consultant. An interim statement is likely in early September, an in-person visit is anticipated in the last weekend of September, and a final report is expected in mid-October. A number of members are assisting in covering the $2,500-&3,000 fee.

**Other Updates:**

* Electronic Donation Processing-An analysis of online transaction fees (PayPal vs. Vanco) clearly shows a significant reduction in how much UUFC has to absorb as a cost of doing business. A new category was added: Minister’s Discretionary Fund. Becky has requested that VANCO make available a memo line for notations as needed.
* 2022 Budget-The Financial Council has reviewed a first draft of income and expenses. Committees will be asked to provide their budgets by the end of September. Although the expense to call a settled minister, an estimated $20K, will largely occur in 2023, the Council would like to build some level of reserve in the 2022 budget.
* Thanks to Petra’s input we have submitted possible names and a summary of duties to fill a current vacancy on the financial Council with the expectation that person could take on the Treasurer position in 2022.

**Rev. Christina: Minister’s Report,** A meeting has been scheduled for August 28th for Council of Committee training. Work is on schedule for an Asheville wedding at the Biltmore House. Needs have been covered while the minister is on vacation.

# **Holley: President’s Report,** The next board meeting will be August 29th in the Teen Room following the service. Susy is set for the next article on re-opening in the Weekly Connection.

**Dave: Immediate Past President**, He and Karen went to the Habitat for Humanity building event on Stephens Road, and they were the only members of UUFC there. Planned giving is moving Endowment to UUCEF common Endowment Fund.

**Suzy: Council of Committees**, no report

**Old Business**

1. **Report from Nominating Committee:**

Many people have been approached to fill vacancies. One who has agreed to serve is Sarah McNeill for secretary beginning January 2022. The committee will meet Monday night.

1. **Suzy, Reopening Update**: See “Weekly Connection” for updates.

Must consider if current variants are containable and where tracked. Suzy recommended outdoor social distancing fund raising or fund raising online. The committee will meet this coming Thursday, July 29th.

For Phase 3 recommendations are: Groups of 20 may possibly meet in October when children can be vaccinated. No paper orders of service, they will be printed electronically. Masks will be required in all groups until all have been vaccinated. Encourage ushers not to breach personal space. Pass the collection plates beginning at the end of rows.

1. **Status of Worship**: Vespers are underway. All eight services have been scheduled on the theme of the principles. Ten people attended the most recent one. Expect to have live streaming in place for an in-person service August 29th.

Concern was expressed with the condition of the main building with spiders and mice making themselves at home. Dave will arrange to have a pest control firm visit the site and see what can be done.

1. **Reminder**: Columns for “Weekly Connection” Suzy for next week.

**New Business:**

1. Changes in Board Meeting dates: August 29th in-person; October 31st (both fifth Sundays)
2. Membership committee will be invited to be guests at the August BOT meeting.
3. Other:

Saturday August 28th Workday to get ready for the 29th.

Holley will give Dave access to the leadership file.

Holley announced the meeting adjourned, Dave moved and Martha seconded. Adjournment approved at 1:40 pm.

Respectfully Submitted,

Martha Alexander