

Thomas Jefferson Memorial Church - Unitarian Universalist
BOARD OF TRUSTEES JANUARY MEETING
January 22, 2020

6:45-9:30PM Meeting

MINUTES

Major focus for board in 2019-20:

- **Money & Stewardship**
- **Staff Support** (safety, morale, compensation, trusting staff leadership, managing expectations, what are we asking remaining staff to do?)
- **Articulate church's vision**
- **Communication**
 - Increase communication between committees, board and congregation
 - Board communication tools and strategy

In attendance - Elizabeth Breeden - Vice President, Liberty Powers, Stan Walker - Treasurer, Pam McIntire, Lorie Craddock - President, Ann Salamini - Secretary, Leia Durland-Jones - Ex Officio, Sean Skally – Ex Officio, Beth Jaeger-Landis, Alex McGee – Ex Officio, Kelsey Cowger, Breck Gastinger

Absent -

Guests - Greta Dersheimer, Marian Wendelin, Elaine Chapman, David Shutt, Bev Ryan, Larry Moulis, Stephen Blair, Jude Bias, Edith Good

I. Opening - Opening/Closing Words (Liberty), Snacks (Liberty), Timekeeper (Kelsey), Process Observer (Elizabeth) (40 minutes through Consent Agenda) - (20 min)

Opening Words - Liberty

Community Time / Public Comment - (limit 2 minutes/person verbal, otherwise written)

- None

1. Acceptance of Agenda

MOTION: Accept the agenda.

Unanimously approved.

2. Correspondence (see text at end of minutes) - None

II. Reports (20 min) - written reports can be found at the end of the minutes.

1. President's Report (written) - Lorie Craddock
 - Lorie had an email from Kay Frazier about updating the bulletin boards. Volunteers are needed to help with that. Kay will lead a brainstorming session on how to create a more welcoming, inspiring space on January 29 or 30. Contact Kay on which date is best for you.
 - The pledge drive is right around the corner and there are a lot of jobs to do. Please contact Danny Gray to volunteer.
 - The Glenn Short committee are doing a great job – please thank Sally Taylor, Dick Somer and Don Landis when you see them.
 - There is an ongoing conversation about the UN/US flags. Thanks to PAUN for bringing this issue up and Leia for adding perspective and inviting us to lean into this opportunity to learn. These are larger issues than flag placement.
2. Vice President's Report () - Elizabeth Breeden
 - Volunteer coordination will be an item next month and the Letters of Agreement will also be ready for approval next month.
3. Treasurer's Report (written) - Stan Walker
 - The figures used in the treasurer's report are year-to-date whereas the DAF's figures are December only. That explains the difference between the two reports.
 - There were \$700 pledged to the Minister's Discretionary Fund at the Christmas Eve services.
 - These numbers are encouraging. We hope the next pledge drive will raise the numbers even more.
4. Lead Minister's Report - position vacant
5. Assistant Minister's Report (written) - Alex McGee
 - Thank you for reading our reports.
 - The board holds the macro view of what is happening in this congregation. And this congregation can be viewed as the micro level of the macro which is the UUA. There are other boards struggling with the same issues you are, as well as other issues. I hope you continue to learn from other boards and national leaders. Plan ahead to take advantage of retreats, workshops and other ways to learn skills to help with your work for the church.
6. Director of Faith Development's Report (written) - Leia Durland-Jones
7. Director of Administration and Finance's Report (written) - Sean Skally
 - Sean passed out year-to-date financials and will continue this practice.

- He has had a lot of meetings recently and notes the passion in what goes on here.
- Regarding the endowments, the policy manual is being updated as to who is in charge and responsible for spending the funds generated. The treasurer is reaching out to people who have been involved in the past to reconstruct how to handle this.

8. Membership Report (written) - Sally Taylor

- Membership stands at 364.

9. Board Liaison Reports

- Personnel Committee - Elizabeth
- Task Force to Explore Ordaining Leia (written) - Pam
- Glenn Short Sanctuary Capital Endowment Fund Committee (written) - Sally Taylor
- Stewardship/Pledge Drive () - Lorie/Danny Gray
 - Please see Danny Gray to volunteer and see what is available.
- Volunteer Coordinator - Kay Frazier
 - Sean gave a list of items for volunteers to do to Kay Frazier. They are getting responses already.
- Music Committee - Kelsey
 - The Director of Music's letter of agreement will soon be done.
 - We are mid month in the volunteer highlight of the arts at TJMC. A few new members have joined the choir and hopefully the Music Committee will also gain some members.
- IMPACT Blog (written) - Greta Dershimer
 - In recent news, the county stakeholders committee will do an update to the affordable housing and overall housing plan for the county. The city is undertaking the same sort of strategy for the housing portion of the comprehensive plan. Both groups have asked IMPACT to provide representation for the 5 year strategic plans.

III.Consent Agenda / Electronic Motions

1. Approve December 2019 Board Draft Minutes.
2. Accept verbal and written reports as submitted.

MOTION: Approve the Consent Agenda.

Unanimously approved.

IV.Old Business

1. Update on Consultant work with Board - Leia, Kelsey, Beth (15 min)

Leia put the update information in her report. There is a meeting scheduled for January 30th from 6 to 7:30PM in the Lower Hall. We need to think about food. - Let's make it a potluck. Pam and Alex are not able to attend and Stan may not be able to.

February 10th is the tentative date for the second meeting. Ms. Gyovai will confirm that at the January 30th meeting.

2. Keith Kron Q&A - Lorie, Leia, Alex (15 min)

Keith Kron, the UUA Transitions Director, will preach January 26. He edited the book we have been looking at. What questions should we ask him?

- The book suggests that an interim ministry is fairly compressed, i.e. a lot to accomplish in one year. Is a one year interim long enough?
- The application form is offensive: 8 questions asking the % POC, LGBTQ, gender identity, etc. We don't count people. Why does that need to be on the application?
- Conversely, does he think it's wise and forward looking to get these demographic statistics?
- What is the role of an interim minister in pastoral care? What should our expectations be?
- How do we convey confidence in our decision to hire an interim to the congregation?
- What does he think the interim's job is. How does a one year interim before developmental ministry differ from an interim ministry before a settled minister.
- What are the assurances that we won't have a similar experience to the last times?
- What should our expectations of the interim year be?
- How will we know when it's going well?
- How can we try to get an interim who might be younger or bring more diversity than in the past.
- Does the transitions office already have someone in mind?
- What kind of constructive changes have interim ministers made with congregations with racial justice issues?
- How can we prepare?
- What is the role of the congregation in a successful interim ministry?
- Why do we even need an interim minister? I.e. things seem to be going so well.
- Why is an interim minister worth having? What kind of support does the UUA give interim ministers?
- Will the interim minister be aware of our interest in a collaborative relationship among senior staff?

Let's work up a list from these and send them to Keith in advance so he has an idea of what we would like to know. He can start his remarks with these.

Discussion -

- Will we open this up for questions from the congregation? – Yes. There will be a pizza lunch and child care provided. We will pass out index cards and pencils to collect additional questions.
- Plan to arrange a second sound crew for the Q&A or feed the worship sound crew.
- For the pizza lunch, the sign should say “suggested donation” rather than “pay if you can.”
- The meeting duration is planned to be 90 minutes
- Who is hosting the Q&A, managing cards, reading questions? - Lorie is worship weaver and can continue as facilitator. She and Keith will be the team presenting the interim ministry idea. Beth will help with managing index cards and Kelsey will run the sound system.
- Does the snack crew know the pizza lunch will impact them? – Yes.
- Ask for a full description of the three kinds of ministry: interim, developmental, settled.

3. Task Force to Consider Ordaining Leia - Pam (15 min)

Are there any further congregational conversations scheduled? - Yes. In response to a request at the last conversation to have Leia speak on the issue, there will be a small group of people invited to talk to Leia directly on February 2nd followed by an open invitation to meet with Leia on February 9th.

Is it time to schedule a congregational meeting to vote? – Yes, that is the task force’s request tonight. The congregational meeting should take place after the pledge drive.

Discussion -

- There is important information that is not found in the task force’s FAQ sheet. Fellowshiping is not synonymous with the Master of Divinity degree. There are significant additional requirements, including a year of internship, a summer working in a hospital, one to three days of psychological screening and career testing, 30-50 pages of essays written about our theology and how to live it, and traveling elsewhere in the country to meet with a panel of senior colleagues. Being ordained without being fellowshiped isn’t a different route to the same outcome; it is a different outcome with the same name.
- The task force is asking for ordination as a minister, to be called minister of faith development. She has been ministering in this way for decades. She will continue to perform the duties of the Director of Faith Development as well as the other things she has been doing. This would change her job description to match what she is already doing. - Would a new person taking on the job after Leia be expected to fill the new job description? - No, the job wouldn’t carry the minister wording or the same expectations.
- If she is ordained, can her job title still be Director of Faith Development rather than Minister of Faith Development? – That would be a personnel issue.
- If she is doing more than her job description, it needs to be updated for that reason.
- The recommendation of the task force is muddy and will make more work later.
- There shouldn’t be two titles. There is the honor and there is the job. Could she be Rev. Leia Durland-Jones who serves as the Director of Faith Development?

- The job description needs to hold for the next person in the position. - No, the job can be adjusted between two people who hold it. That just happened with the Director of Administration and Finance.
- If you want Leia's role to expand, it should be in writing in the motion to the congregation, in the personnel file and in the content of the ordination ceremony so the congregation sees it done as a ritual act.
- A benefit for UUMA (Unitarian Universalist Ministers Association) members is accountability. Alex spoke from her personal experience that over the years, collegial meetings, continuing education and peer support have helped her grow, given her fellow ministers to turn to when her cup is running low and she needs help making decisions and acting with integrity. Leia won't have that accountability and circle to lean on. She won't be invited to UUMA meetings. Her covenant, annual conference and continuing education will be with LREDA. (Liberal Religious Educators Association.) People with her training don't usually act in the role of minister. Be aware that you will be putting her in a very unusual role and you should consider where she will get support. In Alex's role in this congregation as an assistant minister who was not part of senior staff, she didn't have peers to talk to.
- The proposed motion should state that Leia will be professionally accountable to LREDA and its covenant. The board should commit to attending regional or national trainings or webinars on staff support and role clarity, especially in shared ministry.
- Let's either wait until next month to see if we can come up with a satisfactory motion or do it now during a 15 minute break. - There are several members of the task force here tonight. We will try to rewrite the motion now.
- Let's remember that UU churches retain the right to ordain whomever they choose. Our choice to ordain Leia is nothing new. We are wise to take this decision seriously.

MOTION: We are asking that this question be brought to the congregation for a vote in a congregational meeting: Should TJMC ordain Leia as a UU minister with the title of Rev. Leia Durland-Jones, Minister of Faith Development? Her job title will continue to be Director of Faith Development. She will continue to covenant with, be accountable to and supported by LREDA.

Discussion:

We are out of time on this item.

MOTION: Extend discussion for 5 minutes.

Unanimously approved.

- Are you recommending the ordination or the vote? – The vote.
- Regardless of how you will vote in the congregational meeting, tonight we are voting to send this to the congregation for a vote.

Unanimously approved.

The Board will consult with staff to select a date for the congregational meeting.

BREAK AND GRATITUDE CARDS (5 min) - Please think of people the Board should recognize for their recent contributions to our church community.

V. New Business –

1. Committee on the Ministry “2-minute story” project - Lorie and Greta (5 min)

Greta reported what the CoM learned from their initial testing of the 2-minute story project:

- CoM has roughly divided the stories already collected according to:
 - What do we remember/appreciate?
 - Personal recognition
 - A sense of inclusion
 - Support in times of need
 - Opportunities to grow
 - Who/what provides these experiences?
 - In what settings?
- Ministers who were mentioned included everyone you might imagine: David and Leslie, Wik, Leia, Alex, Scott, as well as individual congregation members and small groups such as covenant groups, Active Minds, the worship theme study group. This follows Wik’s maxim the we are all ministers.

Discussion -

- How long will you be collecting these stories? – It can be for an extended period of time. We will start with covenant groups, the choir, IMPACT, UU Guys. - Make an effort to get to younger members too.
- These short stories could be displayed in the gallery with “Would you like to add your 2-minute story?”
- One purpose is to generate fellowship in small groups. – And it’s touching to hear another person’s story firsthand. The pledge drive may be able to use some of these as testimonials, especially if they available in an audible format.

2. Alex’s sabbatical request - Lorie (5 min)

Alex is entitled to sabbatical and would like to take it this year. Her letter of agreement stipulates that she give 6 months advance notice of her intention to take sabbatical. She requests September 1, 2020 to Jan 31, 2021. There will be one month of overlap with the new minister.

- She wants to do it on a semester schedule so she can take a class. Therefore the spring 2021 semester is also a possibility. - That would be better timing for the church, giving more overlap with the new minister.
- Do the Board and Finance Committee want to consider hiring someone on a short contract basis to do some pastoral care work and teaching during the sabbatical?

We will take the ramifications of this up at a future Board meeting. Tonight is Alex's official notice that she wants to schedule the sabbatical she is due.

3. General Assembly - Alex (5 min)

The purpose of this item is to suggest that the Board encourage people to go to General Assembly, take workshops, etc.

- Are there scholarships? – No, though there has been a line item in the budget in the past, especially for staff expenses.
- The board could educate the congregation about going. Travel expenses could be minimized by ride sharing, rooming together, etc.
- We must have the congregation's certification in by February 3 to be eligible to send delegates to GA.

4. Create Interim Ministry Application Committee - Lorie (30 min)

Is this to be a committee to fill out the application or to do the interim search? The board should retain the choice of the interim, but should the committee have broader representation than just board members? Should some of the application questions be open to congregational input?

- Should we consider hosting a small group to go over the application and invite people to attend?
- We should read the application before Keith comes.
- The selection committee should do the background work and then bring ranked names to the board along with highlights of each candidate.
- Nominating Committee is using February to field names for elected and non-elected positions. This process may bring up some individuals to consider.
- Board members should fill out the application. The process needs to get going. – Should we offer some opportunity for congregational input so they feel ownership?
- Think of the application and selection as separate processes. It's time to fill out the application now. We can deal with the selection process later.
- Volunteers to work on the application: Pam, Kelsey, Ann.

VI. Closing Activities (5 min)

1. Process Review –

- When everyone has read the reports, that section of the agenda moves much quicker.
- To have comments from the audience during agenda items or not: that is the question. It worked out well tonight but in the past it sometimes has not.
- Each comment doesn't require an answer from the president. It is a discussion.
- It would have been helpful to frame the 2-minutes story item as informational so board members knew that no action was required.
- We are wrapping up discussion after the allotted time is up. It would be better to conclude within the time frame.

2. Things to do / communicate

Lorie – tell Amy Wissekerke and Danny Gray about the 2-minute story initiative.

Pam, Kelsey, Ann – fill in interim application

Beth and Lorie are doing questions at the Keith Kron Q&A. Kelsey will cover sound.

3. Closing Words - Liberty

Dates to remember -

- January 25, 2020 - Chili Cookoff and Bingo Night
- January 26, 2020 - Keith Kron (UUA Transitions) in the pulpit and YRUU lunch 11:45-2PM
- January 30, 2020 from 6-7:30PM - Board consultation with Christine Gyovai.
- PACEM - February 8-14, 2020
- February 16 - Pledge cards distributed
- March 1 - Soup Sunday with hosted tables and facilitated conversations around stewardship
- March 5, 2020 - IMPACT Rally 6:30-8:30PM
- March 15 - Pot Luck and Pledge wrap-up
- March 23 - Showing of American Heretics at Vinegar Hill, 6PM - cohosted by TJMC Racial Justice Committee
- March 31, 2020 - IMPACT Action 6:30-8:30PM
- April 4-11, 2020 - PACEM
- May 5, 2020 - IMPACT Celebration 6:30-8:30PM

For January -

- Offer Letters (LOAs)

For February -

- Volunteer Coordinator report
- Summitt House porch repair
- General Assembly (15 min)
- Connie Cheetham Award Committee
- Approve Letters of Agreement for Scott and Alex
- Interim application progress

Future topics -

- June - reconsider two services
- Policy Review Board
- Endowment policy, who pays what, etc.

Parking lot -

REPORTS

President's Report

January 2020

President's Report

Happy New Year to All!!

The TJMC Board continues to work on projects and issues both new and old.

This month we will **form a committee to prepare the application for an interim minister**. The application and search process opens February 1 and the interim minister will begin work at TJMC in August 2020. Keith Kron, the Transitions Director from the UUA will be offering the sermon at TJMC on 2/26 and there will be a Q&A event afterward. The Board is hopeful that Rev. Kron's visit will provide more clarity on the interim search process.

The Board is **considering hiring Christine Gyovai** to help us with some of the challenges we are facing. The cost would be about \$300. The Board has \$500 budgeted for annual discretionary spending. Ms. Gyovai has suggested the Board use a three-fold process:

Closure and acknowledging our differences

New ideas—maybe generated through the pledge drive

Ideas gathered from the congregation in a facilitated meeting

Ms. Gyovai is the Principal of Dialogue + Design Associates and an Affiliated Associate at the UVA Institute for Environmental Negotiation. Her background is in organizational development and strategic planning and local economic development. She has expertise in community based collaboration, has worked with another church and has experience with Board coaching.

The Task Force to consider ordaining our Director of Faith Development, Leia Durland-Jones, continues to present information to the congregation through timely reports, an information table in the social hall and most recently a congregational conversation in the Sanctuary. In January, the Board anticipates **scheduling a Congregational Meeting to vote on whether or not to ordain Leia**. It is important to note that congregants must be a member of the church for at least 30 days before the congregational meeting in order to be eligible to vote.

Danny Grey continues to lead the Stewardship/Pledge Drive as we prepare for a February 16 start date. **Pledge cards and pledging information will be distributed at the 2/16 Sunday service**. For those not at church that day, the pledge cards will be sent US mail the following week.

Other dates have been identified for the following Pledge Drive events:

Feb. 23 - Testimonials during worship

March 1 - Soup Sunday with intentional guided conversations about stewardship

March 8 - Testimonials during worship

March 15 - Wrap up with Potluck Lunch

The Glenn Short Sanctuary Capital Endowment Fund Committee continues to serve as general contractor for the **restoration and renovation of the main TJMC church building**. Among their many projects are painting the exterior of the church, upgrading/replacing gutters and downspouts, replacement of the Edgewood Lane door, installing a ceiling-mount projector in the sanctuary and new HVAC systems for the sanctuary and classrooms. The most visible sign of their good work is the giant ceiling fan in the Sanctuary. I encourage everyone to take a moment to personally thank Sally Taylor, Dick Somer and Don Landis for their countless volunteer hours serving on this committee.

Other items of note

Our Assistant Minister, Alex McGee has let the Board know she would like to take **sabbatical** later this year. The Board will work with Alex to find a mutually agreeable time.

The Board is in conversation with **Peace Action--United Nations (PAUN)** about determining a permanent location for the UN/US flags at TJMC. Currently the flags are in the Jefferson foyer.

The Board has asked the **Personnel Committee** to study guaranteeing wages for cancelled work hours (snow days, schedule conflicts, etc...)

The Board especially wants to highlight that the **Racial Justice Committee** will partner with the Religion, Race and Democracy Lab at UVA to screen **American Heretics**, a film about a UU church and its relationship with a conservative church in the same town. It will show March 23 at Vinegar Hill, 6PM. More information about the screening will be forthcoming.

Thanks to all who continue to make TJMC-UU a wonderful home filled with extraordinary possibilities.

Lorie Craddock

TJMC-UU Board President

Vice President's Report

Treasurer's Report

Treasurer's Report - January 2020

Income was down again this past month from November. More importantly, though, the first six months of the fiscal year show significant improvement over the first six months of FY19. Our total pledge income last year at this point was about \$180K, and we currently show a total of \$202K for this year. Unpledged donations are up from \$4885 to \$56.5K as a result of the push this past fall. Overall, our income year-to-date, excluding Social Action collections, is up from \$214K last year to \$292.7K this year. An increase of \$88,700. This is also \$78K ahead of the six-month budget for this year.

Our expenses were also ahead of budget for the year by \$58.6K. This is primarily attributable to some severance expenses. This was not unexpected.

Overall, our actual Net Income (income minus expenses) is almost \$20,000 ahead of expectations. Our budget shows an expected deficit at this point of \$7800, and we currently have a surplus of \$11,800.

We need to watch the income closely going forward. If the current trend continues we could face cash-flow issues in a few months. Our experience in the past is that the donations do pick up some after the holidays, but sometimes we need to remind people that we need the income year-round.

Stan Walker
Treasurer

Assistant Minister's Report

Board Report by Rev. Alex McGee, MDiv, serving as Assistant Minister

Written January 21, 2020 for board meeting on Jan 22

ADMINISTRATION Many thanks to the Glenn Short folks for getting so many improvements done.

The purchase of the projector for the sanctuary has meant spending time on the impact this has on the 14 volunteers impacted on the worship weavers, sound crew and projector crew. We have been discussing what is the best set up, how to do training, and how to modify systems. I have also been meeting with Sean and the A/V company to consider impacts on the balcony worshippers (often 30-40 people sit in the balcony) so that the projector will not block their view.

The small committee supporting staff includes Breck Gastinger and Sandy Brooks, and they have been helping us assess best uses of office space, which is an ongoing project over the winter and spring.

I would like to bring to the attention of the board that I often see accessibility barriers around our buildings and I hope the board will consider accessibility as a goal for next year. I have been in discussion with Sean about the benefit of a hearing loop for the congregation and that as a financial goal for next year. Please bookmark both of these as you consider budget and goals next year.

WORSHIP Our interfaith speakers continue to inspire and educate this congregation, and also offer chances to build bridges with the local community. I am planning ahead to bring in more diverse UU speakers, although this has proved challenging on some levels.

We have two new worship weavers and I spent chunks of time in December training, in addition to monthly meeting. I spend time each week making sure many small details get woven into a hopefully seamless Sunday morning. Many efforts go on behind the scenes in worship planning--- about half of our efforts inviting speakers don't lead to a speaker in the pulpit, and we also spend time ensuring speakers have needed information ahead of time.

The sound and projector crews are wonderfully supportive of each other as they have family needs arise and in training each other and adapting to system changes. Large chunks of my time have been making sure that our people systems and A/V resources are well-planned and supported. This is an overlap of many church functions.

I cannot thank enough the many people who planned ahead and showed up to make a lovely Christmas Eve service and take care of the many set up, fire safety, and clean up tasks. The music was diverse and beautiful.

PASTORAL / CONGREGATIONAL HEALTH Due to a number of congregation members experiencing deaths in their families, Pastoral Visitors will also offer an afternoon workshop in the spring to support people. We already send cards after a death, and will start also sending out educational brochures about healthy grieving to people after they experience a loss.

Pastoral Visitors is hoping to re-supply our quillow stock for people who need tactile comfort and perhaps start a singing visiting program for our members with memory loss. I continue to do home and hospital visits as needed or in complex situations, and to ask Pastoral Visitors to visit when appropriate, and often network to help people known to a congregant to offer support.

I am attending Active Minds to discuss End of Life Planning, and Shirley Paul is meeting with a covenant group on the same topic.

One challenging trade-off this year is finding time for ministerial support of Membership Team and systems for integrating new members. I hope that board will consider adding this to the list of things for interim to advise about. While on vacation I attended another UU congregation and brought back ideas from their membership display boards. I also think it could be something that I help with after return from sabbatical.

Another goal that could be set for the interim is teaching skills for addressing conflict and risk of direct, compassionate communication. We continue to need to understand our covenant of right relations. Clarifying roles can help.

I attended the Community Life Council quarterly meeting which was a rich sharing of idea and internal resources. The new efforts by Kay Frazier are building many gentle bridges.

Attending UU General Assembly in June is a way for congregation members to be refreshed and inspired about values and ways of doing things. I hope the board will plan ahead to pick and support delegates, encourage people to attend workshops that are pertinent to our congregation's situation, and set up ways for that learning to be reported back to the board and congregation. This year GA is easily accessible for our congregation by a simple train ride from Charlottesville in the morning to arrive Providence RI in the evening. To make it more affordable, people can apply for scholarships and/or volunteer.

TEACHING As planned with Leia and Lorie, this has not been a focus for me this year. To help fill educational needs, a UU minister from another congregation will give three sermons on UU theology, especially in our current national UU context.

SOCIAL JUSTICE I attended one event in the community on behalf of the congregation. Otherwise, I unfortunately have not found time to do as much as I would like. Once an Interim/Lead Minister is hired, I suggest that my time be allocated more for community and justice work.

PROFESSIONAL DEVELOPMENT With the four weeks of allocated study leave, I hope to use one in March to attend the Regional Gathering of Southern Region UUMA Ministers and one in June as an online participant in the national gathering of the UUMA. The other two weeks I hope to use for retreat or reading.

For sabbatical time, I am considering attending a class at UVA or Eastern Mennonite University on a topic that will enrich my skills for serving TJMC. Therefore, I would begin for fall semester 2020 (or winter 2021?). I still need to check with folks about whether this suits well with interim and course offerings. I will meet with Lorie and Sean about the financial planning for the sabbatical. In discussion with the Pastoral Visitors, I recommend the board consider hiring a very part time minister for six months to help with funerals, hospital visiting, and advising Pastoral Visitors. This person might also teach some classes (in consultation with Leia) and preach.

I encourage the board to also consider leadership development opportunities by subscribing to UU newsletters, attending webinars for boards for skill-building, and creating a team that commits to attend the Southern UU Leadership Institute. The deadline for that is about four months before the event itself and requires a team to attend together.

END OF REPORT BY ASSISTANT MINISTER ALEX MCGEE

Leia Durland-Jones, Director of Faith Development

Children & Youth Religious Education

- Our **children's RE classes** resumed January 5 after the winter holiday break. We started the new year with the continuation of our **racial justice focused lessons** written by Elaine Chapman, Linda Dukes, Dinny Jensen and Camille Thompson. These impressive materials are just about ready for publication on the UU Teach-In website with availability to all for a donation to the site. This curriculum is something our congregation should be very proud of!
- Our inclusive RE class, **Friendship, Inc.**, continues to meet weekly, often even on Sundays when other RE classes are not meeting due to the commitment of the leaders and the participants. This class is particularly welcoming to children who learn best in smaller and more active environments. I am deeply grateful to Suzanne and Robin Reid for their steady and loving presence with this group. This class is a joy to watch and the participants seem to be feeling a sense of greater connection with one another and church.
- **Neighboring Faiths** (6th & 7th grades) has been on some fabulous field trips recently to both the Church of the Incarnation and Ebenezer Baptist Church. The learnings from this class are rich and are helping create important bridges between our congregation and other people of faith in our larger community.
- You may have noticed our **Coming of Age** youth meeting with their mentors around church on Sunday mornings. It is delightful to see our 8th and 9th graders and their mentors building connections with each other while deepening their understandings of our UU faith.
- Our senior high (10th-12th) grade youth group **Young Religious Unitarian Universalists (YRUU)** did a fabulous job of leading Children's Worship on January 12. The youth designed the service with the intention of helping the children think about our third UU principle and "offering faith and kind treatment to others." Both the children and the adults in Children's Worship were inspired by our youth's clarity and leadership. Our youth had fun reliving some of their experiences from their days in Children's Worship.
- Both YRUU and COA met together on January 19 to continue preparing and planning for the **service trip with Appalachia Service Project** in June. Don't forget to purchase your Attraction Coupon Book (a bargain at only \$25!) to help cover expenses associated with this important effort.

Adult Programming

Ongoing **Adult Faith Development** classes are:

- Short Story Reading Group, Tai Chi, Wednesday Wonderings (led by Lou Centore), a weekly gathering to discuss our ministry theme of the month, Contemplative Worship

Upcoming classes this semester:

- Women's Dream Quest, 3 different Philosopher's Table supper groups (with 22 total participants), Thinking with New Minds (Racial Justice class), tour of Memorial to Enslaved Labors at UVa, Living While Black in America (film and conversation after church), and hopefully a fieldtrip to tour the home of Harlem Renaissance poet, Anne Spencer, who lived in Lynchburg. The Pastoral Visitors is hoping to offer a program on grief later this spring.

Multigenerational Programming & Family Ministry

- The RE Committee continues to invite everyone to **light a chalice in their own homes** on Wednesday evenings as a symbol of our connection to one another. Please see my suggested chalice lighting for the week in the Faith Development weekly email.
- Our **all church holiday party** in December is a memory now but it was a fun, festive event for all who attended. Many thanks to the volunteers who helped make it such a wonderful afternoon and did a great job of decorating the sanctuary and making wreaths for the church entrances.
- Our annual **New Year's Eve Labyrinth Walk** was well attended by people all ages and very much appreciated by those who participated. Under the organizational leadership of Patty Wallens, a dedicated group set up the labyrinth in the afternoon and then we hosted a walk from 5-7pm complete with live hammered dulcimer music and a lovely reception in the parlor. We then put our lovely labyrinth back in its "sacred tubs" until we use it again next month at the Women's Dream Quest. This was our 21st annual New Year's Eve walk! One of the things I love the most about this walk is seeing people of all ages participating in it together.
- I'm anticipating a fun time at our annual Chili-Cookoff and Bingo Night on January 25. This event is always fun and we have a large array of Bingo prizes that have been donated. May the best chili-maker prevail!

Worship

- **Children's Worship** continues to be an important part of our congregation's faith development (see my note above about YRUU's leadership January 12.) On January 19, in anticipation of the MLK, Jr. holiday, our was *Riding to Washington* written by Gwenyth Swain and beautifully illustrated by David Geister. This is not an easy story to share with four year-olds through third graders due to the ugliness of segregation and racial discrimination depicted. It was heartening to experience through the children's responses that the racial justice curriculum and work with have been doing with them is helping them understand and acknowledge our country's painful history. They "get it" that our UU faith calls us to live our values and to work for justice.
- Our **Contemplative Worship** continues on Wednesdays from 11:30-12:30 and is an wonderful part of our church's rich worship opportunities.
- We had several multigenerational worship services over the holidays. It was great fun to lead a winter solstice focused **Giving Tree service** with Dawn Dirks. Dawn is a gifted storyteller and it was great fun to co-create the service with her. Our **Interactive Nativity** on Christmas Eve was a joyous event as always.
- The **Women's Dream Quest** Planning Circle is in full planning mode as we prepare for this year's Quest on Friday February 21 through Saturday February 22. I look forward to welcoming Judith Tripp to our congregation for this special event and to co-lead worship with her on Sunday February 23.

Stewardship

- I am heartened by the group of church members working on this year's pledge drive. The positive energy and enthusiasm we have going is inspiring. I also appreciate the multiple, joyful social events that are part of this year's pledge effort—particularly that our kick-off is our multigenerational PJs and Pancakes breakfast! To me, this says a lot about our congregation and how we value and want to include families at the heart of our community. Thank you to all of you for your involvement in this important stewardship work. It really matters.
- Saturday January 25 I co-lead my auction offering with the talented Jill Payne. We offered a luncheon and Zentangle workshop at Jill's home. I am looking forward to sharing lovely time with Jill and the congregants who purchased a spot as part of this fundraiser.
- March 28 is the Harry Potter auction event offered by Pam McIntire & Greg Townsend and a creative team of others. They have great plans for transforming the church into a magical space for the evening. Pam told me she is hoping for a large, multigenerational turn out. This is part of the fall auction fundraiser—so please save the date and purchase a ticket at auction@uucharlottesville.org and join us in a night of fun, food, magic, costumes, potions, spells, and a showing of Harry Potter and the Sorcerer's Stone!

Membership:

- I met with Sally Taylor to talk about ways to support the work of the Membership Committee. She and I rescheduled the Newcomer Orientation for February 9 (it had originally been scheduled for January 26 but this became the date for the question and answer session with Keith Kron.) My understanding is that Alex and Sally have talked about plans for the New Member Recognition Ceremony and one is set for February 9.
- I will be offering two New Member Seminars this spring with the help and support of the Membership Committee. The dates for these stand-alone sessions are Sunday March 29 after church and Wednesday May 20 from 7-9pm. These sessions are designed for people who are interested in joining the church or have recently joined the church.

Social Justice:

- Once again we partnered with the Family Support Office at Greer Elementary for our **Giving Tree initiative**. We also received a request for holiday gift help from a social worker at the Albemarle County Department of Social Services and were able to distribute additional Giving Tree gifts through her. **A big shout out to Caroline Heins and Nik Skaggs** for their work to make our Giving Tree initiative run so smoothly. There are *hours* of behind-the-scenes work, organization and coordination that go into this effort and am I grateful to them for their commitment, dedication and hard work.
- We have learned through **Margaret Gorman** that the **Interfaith Humanitarian Sanctum (IHS) is disbanding** due to the retirement of their one remaining staff person and co-founder, Wade Clegg. Wade worked tirelessly with his now deceased wife, Elisheva, to support people in need (family members of UVa patients from outside the area) who were falling through the cracks for food and shelter at the UVa Medical Center while their family members were in care. This is the organization that we give our meal packets to for distribution. We are exploring the feasibility of continuing with our meal packet program as a

social justice ministry of our congregation without the existence of the IHS. The RE Committee will be talking about this possibility at our next meeting.

The **UU Service Committee appeal Guest at Your Table** appeal fell flat at our congregation this year. We only had three boxes returned with contributions to the UUSC. I think this is in part due to the multiple appeals people receive during the holiday season. The UUSC Guest at Your Table program was at one time a Lenten practice (Gordon McKeeman shared this information with me many years ago) so we will try again after the pledge drive to see if more people/families in our congregation will participate and support the important work of the UUSC as it addresses human rights issues around the globe.

There have been multiple requests for projects that youth can take on to fulfill their community service hours for their schools and I have directed this energy in to our **“Blessing Bag” initiative**. You’ll find a basket with these bags in the Edgewood Lane hallway and you are invited to take a bag or two to share with anyone in need in our larger community. The bags are great for handing to people standing at intersections who are seeking aid.

I have spent time this month reaching out to colleagues regarding the **United Nations and US flag placement** in UU congregations. I have a separate report for you sharing what I learned. I list this matter under the heading of Social Justice in my board report because I believe it is incumbent upon us to be aware of the **impact** (more than the intent) of the symbols, decorations and messages we have on display in our buildings. We need to be mindful, conscious and intentional about what these items might communicate or not communicate to each other, other members, friends and guests in our spaces. The symbols and images we display teach our children about who we are and what we value.

Leadership:

- I continue to meet weekly with Sean, Alex and Caroline as well as other church leadership. I have been in communication with Keith Kron about his upcoming visit to our congregation and look forward to his work with us.
- While I was on vacation, Beth connected with you all about our work with Christine Gyovai and we have our first meeting with her on Thursday January 30 from 6-7:30 PM. Christine is out of the office this week so I have not been able to follow up with her about any details regarding this first session but I will let you know more information as soon as I have it.

Pastoral Care:

- We have had several congregants dealing with large pastoral matters this month and it has been a privilege to be part of their support system during these faith-filled and challenging times.

Professional Development

- I continue to meet several times a month with Mekanah Morris, a retired UU minister, who is serving as my Good Officer during this time of transition in our congregation. I am grateful for her ongoing support and her wisdom.

- UU Wellspring offers a ten-month program for religious professionals which began this month. It meets online twice monthly until November and is designed for UU spiritual development and deepening. Part of the practice requires meeting regularly with a Spiritual Director. I decided to participate in UU Wellspring in order to be intentional about creating additional sources of support for myself at this time in the life of our congregation. I also will take what I learn and see if I think it would be a program I could recommend as an Adult Faith Development opportunity in the future for others in our congregation. Check it out: <https://uuwellspring.org/>
- I was honored to be invited again to teach one of the UUA's Renaissance Modules—a continuing education class for (primarily) UU religious educators, especially those seeking Credentialing. I am currently co-teaching the Philosophy of UU Religious Education online.

Director of Administration of Finance's Report

1. DAF Position

- DAF Hours for December: 125 of 120 hours worked
- Approximately 15 to 20 hours of meetings attended

2. Finance

a. Dec 2019 Reports: Statement of Activity

Jul – Dec 2019 Jul – Dec 2018

Total Revenue \$36,446.24 \$52,202.81

Total Expenditures \$48,275.00 \$48,155.91

NET OPERATING REVENUE \$ -11,828.76 \$4,046.90

b. Rental updates:

- New Renters: Jefferson Tibetan Society, Youth Orchestra of Virginia
- Donated Rentals: None
- Returning Renters: CHEC, Karen and Dan Foley, We Agnostics AA, C-ville Time Exchange
- Rental Income for December: \$486

c. Completed reconciliation of accounts with Stan on 1/15/2020

3. Human Resources

- All W-2s are completed
- All 1099s are completed
- All TIAA retirement payments are up to date and back payments made.

4. Facilities

a. Building

- i. Please be on the lookout for:
 - 1. New faucet for Kitchen. Goose neck, 12" reach.
 - 2. Room divider for office area
- ii. Summit house top floor heating not working. I am working with Beck Cohen now to see what is going on.
- iii. Working on getting estimated for lights on the front brick sign
- iv. Estimates for floor stripping and waxing:
 - 1. See Windows: \$14000
 - 2. Signature FX \$6000
 - 3. Crimson Services \$8000
- v. Estimates for monthly cleaning services
 - 1. Julia: \$1350
 - 2. See Windows \$1500
 - 3. Crimson Services \$3300
 - 4. Signature FX – Waiting on a price
- vi. Summit house Porch:

From a meeting with Justin at Halcyon Contracting:

The work required will be from \$4k to \$14K. **The biggest concern aside from the slowly sinking corner is the fact that if it sinks too much, we will need to fix the porch roof too.** Currently the porch roof is in good condition, just a few cosmetic fixes are needed.

The roof needs more aggressive leaf maintenance since it has Philadelphia style gutters and the down spouts are too narrow. Both issues cause leaves to block the gutters and overspill from the gutters is causing rot on the fascia boards.

Many of the brick “piers” need to be rebuilt. The “Wayside” front pillar is the worst, right where the worst part of the deck is. The bad drainage and the extra weight from the wheelchair ramp has degraded that pier enough to cause the sinking of that side of the porch. The Wayside back pillar and the Edgewood Front pillar also need work. Justin recommended getting a mason to look at the piers and check the footers under them to see exactly what they need.

b. Completed Repairs

- i. Repair Document Link:
<https://docs.google.com/document/d/1OLkvJvRcT-esb9nMaP78AIPyTCcsWvocCZlorFnX0tc/edit?usp=sharing>

Wins:

- On top of all bills and tracking bills as needed
- Working on ongoing list of duties
- Proactive in working on buildings issues

Opportunities:

- Still need to make rental contract sheet
- Check became off due to a skipped print. I have since corrected it and will track more closely in the future.

Membership Report

To: Board members

Re: December 31, 2019 Membership report

TOTAL MEMBERSHIP as of November 30, 2019: 363

Add:

Miller, Martin, joined 12/14/2019

Drop:

TOTAL MEMBERSHIP as of December 31, 2019: 364 members

Sally Taylor, Membership Tracker for TJMC Membership Committee

Personnel Committee

Task Force to Explore Ordaining Leia

Report to the TJMC Board of Trustees

From the Task Force to Explore Ordaining Leia

Since its inception in July, the Task Force to Explore Ordaining Leia has had numerous individual discussions with congregants, facilitated two congregational conversations, talked with congregants at a table in the social hall, had email conversations, written two comprehensive question and answer documents and mailed a letter to all congregants. We have seen the very best of our TJMC community. Without exception, everyone has been thoughtful, respectful and kind in these discussions. People have raised excellent questions, offered wisdom and guidance, and engaged in finding answers.

Everyone we spoke to expressed love and appreciation for Leia as an exemplary leader who lives and works according to our UU values. We were able to answer nearly everyone's questions to their satisfaction, although a very few continued to have concerns. These few made it clear that they greatly appreciate and respect Leia as a leader in our church. Overwhelmingly, congregants met the idea of ordaining Leia with joy and celebration.

Leia has ministered to our congregation in ways that far exceed her formal duties as our Director of Faith Development. Leia has provided pastoral care, led worship, and been a leader in our stewardship efforts as well as church administration. She has been integrally involved in faith and spiritual development as well as rites of passage. As a member of our senior staff leadership team, Leia works hard and she works well with others. She believes in and models collaboration. She leads our congregation with integrity, wisdom, perseverance, tolerance, kindness, and a steadfast dedication to living according to our UU principles.

We believe that ordaining Leia would both recognize Leia for the ministry she is already providing to us and bond to us the leadership of our longest-serving, incredibly dedicated, and very effective minister. As we consider the future of leadership and ministry in our church, we believe that by ordaining Leia, TJMC would greatly benefit from her wisdom, experience and long relationship with our congregation.

The task force is recommending that the board affirm and recommend ordaining Leia and bring this recommendation to the congregation for a vote.

Task Force Members: Elizabeth Breeden, Elaine Chapman, Lorie Craddock, Dawn Dirks, Laura Horn, Larry Moulis, Karen Prairie and Pam McIntire (Chair)
Mary Rose Curtis (Honorary Member)

Glenn Short Sanctuary Capital Endowment Fund Committee

To: TJMC Board of Trustees From: Sally Taylor, Chair GST Committee
January 1, 2020 Report from the Glenn Short Trust Committee

United Painting Plus completed the painting of the exterior of the church and was paid \$13,900. We asked them as an addendum to the contract to also prime and paint the metal roof over the Rugby Road entrance. They agreed to do the work for \$1200. It is also completed.

The Board of Architectural Review (BAR) gave us permission to remove the scuppers and install continuous downspouts and add more downspouts to remedy intrusion of water into the sanctuary during heavy rains. We have sent letters requesting bids from three roofing/gutter contractors who work with slate roofs (W.A. Lynch, Askew Roofing Contractors, Martin Roofing). We hope to get bids early in January.

The BAR also approved the replacement of the Edgewood Lane door with one which is American Disability Act compliant. We have met with three glass/door contractors (Dodson, Commonwealth Glass, Mike's Glass and Mirror). We received one bid (\$34, 838) and hope to have bids from the other two at the beginning of January. This will include interior storm windows for the sanctuary windows (which will be sealed permanently before installation and the mismatched panes of glass replaced and the windows cleaned), interior storm windows for the parlor windows (also sealed and cleaned before installation), replace the Rugby Road entrance door, replace the door to the Chapin garden, replace/enlarge the Edgewood Lane door to make it ADA compliant and replace the glass panels on either side of the door, replace the foyer door to the playground which is broken. As soon as we have decided on a contractor for the doors and windows, we will meet with the Aesthetics Committee to get their approval of the design for the interior storm windows and the doors.

Elizabeth Breeden and Sean Skally met with Jeff Stewart Dixon of Audio Visual Services to explore the possibilities of getting a more suitable (and more powerful) projector for the sanctuary. They asked the GST Committee to fund this project and we agreed. This projector will be suspended from the ceiling and can be controlled in two ways—from the sound system booth and from the front of the sanctuary. Lorie has signed the contract and we have paid \$4500 for the equipment costs up front. Labor costs of \$1499 will be paid upon completion of the job.

Lorie Craddock has signed the contract for the new HVAC system for the sanctuary and classrooms with Beck Cohen for \$85,203 with a 50% deposit. They will begin installation of 3 Mitsubishi heat pumps and their outdoor units for the sanctuary, a large fan to circulate the air and three Mitsubishi ductless heat pumps (similar to the one in the parlor) and their outside unit for the upstairs classrooms and removal of the previously used HVAC systems. They also agreed to add ductwork so that the comfort room will be part of the system. The work will begin on Jan. 6 and completed by January 18. Included in our contract with them is a 5-year service agreement for the newly installed units. Sean will be talking with them about adding our other HVAC units to the service contract but that will be paid for out of the church budget. Dick Somer or I have been at church whenever contractors are working. I have been working closely with Sean about scheduling the work to minimize the impact on church activities

Respectfully submitted, Sally Taylor

STEWARDSHIP / PLEDGE DRIVE

Visions for Community Change. Can you imagine what Charlottesville-Albemarle might look like if it were an “ideal community?” IMPACT is one local group working to make changes that would work toward that end. Others are dreaming about this as well.

In December the IMPACT research committee working on our new issue, Immigrant Conditions, decided to focus on immigrants’ problems with the legal system. They have been meeting with a number of local organizations that interact with immigrants in various ways. They have learned that when groups of immigrants are picked up by police, both documented and undocumented immigrants are sometimes jailed. They have begun to focus more closely on the issue of Immigrant and Customs Enforcement (ICE) notifications, and have found that the city-county jail voluntarily follows the practice of informing ICE when an undocumented immigrant is being released from jail. ICE can then easily pick up immigrants for possible deportation. In interviews, IMPACT researchers were told that jails were required by law to report this information. But the research committee has learned that there is no such “law.” When Charlottesville Sheriff James Brown was told this and checked for himself, he was reportedly “surprised” to learn that this was true. It remains to be seen whether the new members on the Albemarle Charlottesville Jail Board will vote to continue this practice.

IMPACT research work on Affordable Housing continues as well. Interviews with new and continuing city councilors and county supervisors are being held, in addition to talks with high level UVA administrators. In the city, the plan is to push for \$3 million in the City Affordable Housing Fund in the next budget. In the county, IMPACT expects to be working for \$5 million in an Affordable Housing Trust Fund. With UVA, the research group is investigating possibilities for university investments of land or money to assist with affordable housing projects in the city and county.

The Albemarle County Stakeholders Committee is working on updating the county Housing Policy under the leadership of Stacy Pethia. IMPACT is represented on this committee. The updated Housing Policy will become a chapter in the county’s Comprehensive Plan for the next 5 years. A progress report will be on the agenda for the Board of Supervisors February 5th meeting. Establishment of an Affordable Housing Trust Fund and a continuing Housing Stakeholders Committee are proposals currently supported by the committee. These have been important pieces of IMPACT’s proposals for change over the past two years.

On Friday, January 24, from 12 to 2 at the County Office Building the Jack Jouett Student Housing Project, which has been conducted by 8th graders, will be presented. This has been a Community Design project, with two different groups of 8th graders working to develop descriptions of their ideal communities. Members of the Stakeholders Committee are looking forward to hearing what changes the next generation of county residents would like to see in our community. YOU might be interested in hearing this report as well.

YOU can also share in this work by highlighting March 31 on your 2020 calendar, and planning to attend the IMPACT Nehemiah Action, 6:30 to 8:00 p.m., at the Martin Luther King, Jr. Performing Arts Center. There we will tell community leaders what improvements we want to see with regard to these issues. TJMC’s attendance goal is 100% of our average Sunday service attendance, which is currently 134 people. Your presence will make a difference.

Greta Dersheimer, TJMC IMPACT Network Team Leader

CORRESPONDENCE