

**Unitarian Universalist Congregation of Charlottesville**  
**BOARD OF TRUSTEES MEETING, August 25, 2021**  
**Minutes**  
**6:30-8:50 PM**

**Major focus for Board in 2020-21:**

- #1. *Vision*
- #2. *Financial stability*
- #3. *Outreach + connection*
- #4. *Reconciliation*
- #5. *Defining the future*

**In attendance** – Pam McIntire (President), Elizabeth Breeden (Vice President), Kay Frazier (Treasurer), Beth Jaeger-Landis (Secretary), At Large Members: Kelsey Cowger, Breck Gastinger, Jim Gorham, Hayley Owens, Steve Brecker, Staff members: Rev Linda Olson-Peebles, Sean Skally, Leia Durland-Jones, Alex McGee,

**Absent** –

**Guests** – Beverly Ryan

**I. Opening -**

- Opening and Closing Words: Breck
- Reporter: Elizabeth
- Time Keeper: Steve
- Process Observer: Jim

\*\*Opening Words - Breck (2 minutes)

\*\* Community Time / Public Comment - (no comments made)

1. Acceptance of Agenda

**MOTION:** Breck made the motion to Accept the agenda

Motion was seconded by Elizabeth.

\*\*\*The Board unanimously accepted the agenda with changes.

2. Written Correspondence (email from Linda Dukes at the end of the packet)

**II. Reports (40 min)** - written reports can be found at the end of the minutes.

1. President's Report (written) - Pam McIntire
2. Vice President's Report (written) - Elizabeth Breeden  
Breck volunteered to be the Board liaison to the Policy Review Committee.

3. Treasurer's Report (written) - Kay Frazier
4. Lead Minister's Report - (written)- Rev. Linda Olson Peebles  
SAC= Social Action Collection  
Debbie Norton is the new SAC Coordinator  
Rev Tyler Coles will be preaching in October on how to work in community and in covenant with a non-white-centric lens.  
Leadership meeting: Wed Sept 29, 2021: gathering of all of the leaders/heads of committees in the church, volunteers and staff. The board is invited but it is not expected.
5. Assistant Minister's Report (written) – Alex McGee  
-Covenant between Alex and Linda is based on best practices which is NOT mandated by the UUA but recommended by the Minister's Association of the UUA based upon years of data and experience.
6. Minister of Faith Development's Report (oral and added to the minutes) - Leia Durland-Jones
  - Main message is figuring out children, youth, and adult religious education for the fall with COVID restrictions.
7. Director of Administration and Finance Report (written) - Sean Skally
  - Building use committee met yesterday: no major changes, asking people to mask outside especially if in the vicinity of a child, use double masking to increase filtration or a N-95 or KN95. Information will go out to the congregation about this.
  - Moving forward with reaching out to a lawyer to represent us in proceedings against Commonwealth Glass regarding the doors that have not yet been delivered.
  - Membership accuracy taskforce: Members include Marcia, Jim, Kay, Sean and the membership committee. A letter was sent to a list of people who haven't made a pledge for the fiscal year 2021 or haven't made any other type of donation, or unpledged donations or haven't volunteered substantially. A list went out to Leia and Alex and will also be sent to Rev Linda. Have been approaching this methodically and with knowledge of pastoral needs among members.
8. Membership Report (written) - Marcia Brecker  
Membership stands at 371
9. Board Liaison Reports
  - Personnel Committee (oral) - Elizabeth
  - New member: Bob Brett
10. Church Closure/Opening Task Force: (reported during Sean's report)

### **III. Acknowledgement of Electronic Motions (1 minute)**

1. Approval of the July 28, 2021 minutes happened electronically.

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

**IV. Old Business** (1 minute)

- Church reopening (reported)

**V. New Business – (15mins)**

- **1. Discuss Developmental Ministry Goals** (30 minutes)
  - The document that was sent to us from Pam and Kay after our retreat will be refined prior to our “listening circles” that will be planned in the near future. This document will go to the listening circles and will continue to change. The group that will refine this document includes: Elizabeth, Jim, Pam, Beth, Kay, Steve.
  - Kay will ask Jude to create a graphic to highlight the ideas we had in this document. Breck volunteered to work with Jude on this project.
  - Goal is to get a few listening circles scheduled for mid-September.
  - Christine Purcell will be meeting with the Developmental Minister’s Task Force
  - We might look at having one goal set for the Dev Ministry for each year of Dev Ministry.
  - Who is interested in organizing the “listening circles” congregational conversations regarding the Developmental Ministry: Pam (5 minutes): Steve, Hayley, Pam
  -
- **2. Update on potential restricted donations** and the Virginia Interfaith Power And Light Green Future Grant (VAIPL) Green Grant: Kay (15 minutes)
  - 
  - The congregation received a \$500 grant from the VA Interfaith Power and Light with the intent of expanding the vegetable garden, adding rain barrels and a compost area. After much discussion, it was decided that the project was not feasible at this time. There was interest in exploring alternative projects that would fit the criteria of the grant. After conducting an energy assessment with Dominion Energy for building improvements to save energy, VAIPL approved the project. Dominion Energy also offers rebates for some of the work, equating to \$1850.00. In addition we received a \$2000 donation from an anonymous donor to be used in conjunction with the grant and rebates to make the improvements. Accepting the donation requires a Board vote due to it being a restricted gift.
  - **A motion was made by Elizabeth:** *Proposed Motion: The Board of Trustees accepts the \$2,000 donation from an anonymous donor to be utilized to make improvements to the buildings that will reduce overall energy consumption.*
  - *Motion seconded by Breck and unanimously passed by the members of the board.*

- **Nom Committee nominated Bob Brett to Personnel:** Approved by the Board via email. This nomination will be voted on by the congregation at the next Congregational Meeting.
- **Closed session:** (30 minutes) Discussion regarding the names given to us by the nominating committee and during our last board meeting for the Developmental Ministerial search committee: We constructed a list of names and then split up the names to call.

## **VI. Closing Activities (5 min)**

1. Process Review – Jim

2. **Things to do / communicate:**

\*\* Kay will ask Jude to construct a graphic to highlight the ideas we have for the developmental ministry.

\*\* The group of Pam, Jim, Steve, Elizabeth, Kay, and Beth will work on the google document that came from our ideas from our retreat, which will be used as a working document during our “listening circles” with the congregation.

\*\* Beth, Pam, Breck, and Marcia (from Nom Com) will call the names of the potential members of the Search Committee for the Developmental Minister.

3. Closing Words: Breck

### **Dates to remember**

September 9, 6:30 pm Executive Board Meeting

September 19, 2021 Board Retreat

September 22, 6:30 pm Board Meeting

### **Future topics -**

September Board Retreat: Policy and Governance

-What is the Stewardship role in Governance?

- Philosophy around restricted gifts and donations: discourage or encourage restricted gifts.  
(Kay and Elizabeth)

## **REPORTS:**

### **President of the Board August 2021 Report**

Dear Congregation:

As board president, this month I have been thinking about the role of the board in our congregation. When I first joined the board, I thought that the board's purpose was to make sure the important things in the congregation were done. As I learn more about Governance, I am realizing that the management of the congregation is more in the domain of our highly capable staff and volunteers who have taken on so many tasks. The board's purpose is to be directly in touch with the congregation, evaluate our needs and most of all to keep our congregation's mission forefront in our policies and actions. So, What is our Mission? What is important about UU Cville and what we are up to? Why do we need UU Cville in Charlottesville and the world? How are we making a difference? What do we want to accomplish with our time and resources?

I hope that as we have **Listening Circles in September** to talk about our goals for the Developmental Ministry, we can think about the mission of UU Cville. In our listening circles, we want to discuss what areas of our congregation's life need to be strengthened. Examples of areas we might consider for developmental work are:

What parts of our identity get in our way of being who we want to be?

How do our governance and structures support and interfere with our mission?

How can we enhance generous stewardship?

How do we engage and grow leaders in our congregation?

How do we covenant with each other?

What is our role in the larger Charlottesville community, especially as regards anti-racism work?

We plan to have a Developmental Search Committee formed soon. The committee will talk with the UUA transition team and the UU Southern Region staff before submitting an application for a Developmental Minister this fall. The goals we develop in our Listening Circles and in board discussions will be in our application so we can attract candidates who have strengths and interest in helping us with our particular goals. We hope to hire a Developmental Minister to begin next summer, 2022.

While we are thinking about this big picture mission, we are also continuing to consider how to open to in person activities while still ensuring safety. We had hoped to re-open in September, but sadly that will not be possible because of the rising number of COVID cases in the country and in our region. This is such a difficult situation! While we long to get together again, to see each others' faces in person, and to feel the sense of community that nourishes us all, we hope to continue to have no one get sick as a result of participating in UU Cville activities.

The reopening committee is now meeting weekly to consider all the CDC recommendations and the COVID data for our region. Here is their latest report:

We are holding at ORANGE – 50 people or less. Double masking is required indoors.

- If the Blue Ridge Health District goes to a 7-day average of 30 new cases out of 100,000 we will tighten up restrictions and move to RED – Small groups less than 10.
- Double masks ARE required to increase filtering and improve mask fit. Masks with a secondary filter count as “double.”
- Delta is still transmissible even if you are vaccinated.
- We have NO projection on reopening.
- The Re-opening team will start to meet weekly due to rapid changes in the weekly number of cases.
- If you have not received a vaccine and are eligible to get vaccinated, we strongly encourage you to contact your closest provider.
- We will be having renters in the building, unless there is a need to move to RED.

We are preparing to express our gratitude to Rev. Alex on Sunday, September 12 from 2:00 to 4:00pm. As part of the 11am Community Worship on September 12, there will be a blessing of Rev. Alex. Please look for more details on the website and in the weekly emails. I hope everyone will get a chance to be with Rev. Alex in some way on or before the 12th. Rev. Alex has been such an active force of love, kindness, and wisdom for us for these many years. I feel such heartfelt appreciation for Rev. Alex; we are a better people for having had her with us.

I want to say thank you to all the people who make it possible for us to continue as a loving community despite all the challenges this year:

The Sunday morning crew who make our online services such a joy,

The Grounds Committee who has done amazing beautification of our grounds,

The many groups that continue to meet and share community,

The personnel, finance, and policy committees who keep us going,

Our many social justice groups that are doing good work in the larger community,

Our hardworking, beloved staff who are the glue that keep us together, and

The board who collectively strive to do the right thing.

We make good community.

Thank you,

Pam

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**Vice President's Report: Unitarian Universalist Congregation of Charlottesville**  
**August 25, 2021**

The Nominating Committee recommended that Robert Brett be elected to the position on Personnel, replacing Steve Brecker. The nomination was approved unanimously by the Board. The Congregation will be asked to approve this nomination at the next Congregational Meeting.

Beth Jaeger Landis has asked that another Board member volunteer to be the Board representative on the Policy Review Team. The committee description has been sent to all Board members.

One of the major volunteer activities this month has been the accomplishments of the Garden and Grounds Committee to unload mulch, weed and prune the Edgewood Lane plantings beside the church and lay down cardboard and mulch to abate the invasives and overgrowth. True results of this enterprise will be seen in the fall of 2022. Also a crew of intrepid adults and teens began the painting of the office hall. Onward and upward.

Submitted by: Elizabeth Breeden

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## **Treasurer's Report:** August 2021

### Finance Committee Actions

#### Update on the VAIPL Green Futures Grant and Consideration of a Restricted Gift Offer

The Virginia Interfaith Power and Light (VAIPL) awarded our congregation a \$500 Green Futures grant to assist with funding the establishment of an educational, sustainable vegetable garden on our grounds. After much discussion with the Gardens and Ground Committee, it was decided that it was not feasible to move forward with the project at this time.

Subsequently, the DAF and Jean Umiker-Sebook (representing the Environmental Action Group) conducted an energy audit of our sanctuary and buildings to identify improvements and upgrades that would decrease our energy use and, thereby, reduce our carbon footprint. The results of that audit are attached.

After conducting the audit, Jean Umiker-Sebook contacted VAIPL requesting approval to allow use of the \$500 grant to complete priority tasks of the audit. VAIPL has approved that request. Also, two of the improvements are eligible for rebates from the Dominion Energy Virginia Small Business Improvement Enhanced Program, with the rebates totaling \$1,850.00. In addition, the congregation has received an anonymous gift offer of \$2,000, to be utilized in conjunction with the grant and rebates to move forward with this project. This gift brings the total amount of available funding for this project to \$4,350.

The Finance Committee unanimously approved a recommendation to the Board to accept the offered gift of \$2,000. For the Board's convenience, the current Gift Policy is attached.

Proposed Motion: The Board of Trustees accepts the \$2,000 donation from an anonymous donor to be utilized to make improvements to the buildings that will reduce overall energy consumption.

### Information

#### Stewardship Ministry

Several months ago, Rev Linda provided information suggesting a vision for a Stewardship Ministry (see attachment below). Recently the DAF, Treasurer and Rev. Linda met to discuss the vision and steps to move the ministry forward. The discussion is in the formative stage and this information serves to alert the Board of the ongoing conversation. Subsequent meetings will focus on identifying leadership for the Annual Canvass and the Buildings Team. At some future time, an in-depth Board discussion will be helpful to identify the values and provide guidance on goals and priorities of a Stewardship Ministry.

#### Policy Review

At least two financial policies have been identified for review and writing; the policies are Gifts and Grants. After discussion with the Finance Committee and the meeting regarding the Stewardship Ministry, the decision was made to delay work on these policies until a more comprehensive review of

financial policies can be conducted to ensure alignment with the Board's values and the goals of the Stewardship Ministry.

Submitted by: Kay Frazier

## **7. GIFTS POLICY**

POLICY V.A.7.a: Unspecified bequests to the church in a will or in memory of some individual that do not otherwise specify how they should be used shall be deposited in the church's general endowment fund. Other unspecified monetary gifts shall be deposited in the church's general operating fund.

POLICY V.A.7.b: Unconditional non-monetary gifts valued up to \$500, excluding yard sale and auction items, may be accepted by the Minister(s), Director of Faith Development (DFD) or President. Yard sale and auction items may be accepted by any member of the yard sale committee or auction committee. Unconditional non-monetary gifts with a value of greater than \$500 must be approved by the Board of Directors, upon recommendation of the Finance Committee. The Board or the Finance Committee may refuse to accept any tendered gift that is unsuitable, impractical, or not consistent with principles or purposes of TJMC-UU. **Restricted gifts must receive Board approval prior to acceptance.**

Approved: September 2011

**POLICY V.A.7.c: All gifts must be reported to the Treasurer. All restricted gifts of any value must receive Board approval prior to acceptance.**

**Rationale: Gifts restricted for a particular use or purpose is sometimes offered to the church, sometimes together with conditions attached to the Church's acceptance of the gift. Usually the Church is very grateful for the gift. In some cases, however, the gift or the conditions for its acceptance may not be appropriate. In that situation the Church may turn down the gift, or negotiate to change the conditions. This policy describes the process to be followed when an offer of a gift is made.**

**Applies to: The policy applies to gifts offered by both individuals and organizations, both within and outside the Church membership.**

**PROCEDURE: • The Board may grant a committee or task force the authority to accept restricted non-monetary and monetary gifts valued at up to \$500 in cases where the committee or task force deems such gifts are in accordance with its designated tasks**

Revised: 8/2009

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## **Stewardship Ministry**

Small steering/strategy group (Treas/DAF/other leader(s)) that oversee the whole. Minister and DAF are a part of and convene all areas below.

- A. **Donor Development** – reps from these areas, to collaborate and coordinate how we identify, care for, communicate with, and involve our members and friends
  - a. Membership Committee



- b. Pastoral visitors and Carennet
  - c. Small Group Ministry
  - d. Faith Development & Music
  - e. Volunteer coordination
  - f. Board and/or COM
- B. **Caring for Resources** – reps from these areas, to collaborate and coordinate how we maintain and improve our most valuable resources
- a. Endowment and Finance (sets policies and monitors)
  - b. Buildings and Grounds
  - c. Personnel
  - d. Communications (caring for our reputation, an invaluable resource!)
- C. **Fundraising**
- a. Rentals
  - b. Special events (i.e., auction, sales, etc)
  - c. Annual Canvass
  - d. communications - Year-round messaging and involvement
  - e. Planned Giving ongoing education and campaign
  - f. Gifts and Bequests

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**Link to the Dominion Energy Virginia: Small Business Improvement Enhanced Program**

[https://drive.google.com/file/d/12BVxwsT6GPltObBLGL4\\_rZ5GKieKx1TH/view?usp=sharing](https://drive.google.com/file/d/12BVxwsT6GPltObBLGL4_rZ5GKieKx1TH/view?usp=sharing)

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### **Report of Interim Lead Minister**

**UUCville Board of Trustees August 2021**

As I take an end-of-summer time of study and reflection through Labor Day, I offer a report different from last year's reports, which were centered on the Interim Goals – history, identity, leadership, connections, strength. While those areas will still be important to the ministry this year, I hope to focus on 1. WHAT we do together - Worship and Faith Development/ Faith in Action / Stewardship - and on 2. HOW we are together becoming a covenantal, relational, multigenerational, anti-racist community.

For now, this is FYI. In the future, I hope to include updates and “monitoring” based on what you tell me are important to you. I will also from time to time bring matters to you which require “action” – that is, decision-making from the Board.

#### **Our Ministries (WHAT we do together)**

Worship and Faith Development

- we will be using Soul Matters materials again this year
- Leia and Linda working closely to envision once-a-month “living worship” blending a multi-gen service activity with the Community Worship
- Supporting Leia's plans for family and youth programs, and adult FD
- Limited dual-platform trials for the foreseeable future
- Prepping for staffing and AV at future “open” services

- Adding 5 new Covenant Groups this fall

#### Faith in Action

- Efforts to tie SAC recipients with some of the above-mentioned projects
- Hopes for re-igniting climate action and racial justice ministries
- Continuation of interfaith partnerships in region
- Creating a pastoral care coordinating team

#### Stewardship

- Working with new “steering” team to strengthen the ministry of caring for our resources (which include members, leaders and staff; physical plant; finances and fundraising)
- Planning an “all-leader” centering meeting on September 29

#### **Our Community (HOW we are together)**

Covenantal – Rev. Tyler Coles, of UUA, will help us understand Covenant that is not white supremacist

Relational – IMPACT leaders will help with learning how to engage in a meaningful 1x1 campaign

Multi-generational – making efforts to Involve all ages in worship and ministry activities

Anti-racist – revisioning how to bring education/practice/connections to helping us “Widen the Circle”

*FYI – I meet weekly with staff, monthly with most ministry teams (worship, pastoral, faith in action, stewardship), and at least 3 times a month with Board leaders. I respond as quickly as possible to members’ concerns, offer pastoral care, and reach out to have 1x1s. My goal is to equip, support, and empower everyone to become ministry partners in this cooperative community venture.*

*Gratefully, Rev. Linda Olson Peebles*

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#### **Report to Board from Rev. Alex McGee, serving as Assistant Minister**

For board meeting in August 2021

In the past month, I have preached once, and will preach once more. This has involved worship planning and teamwork with staff and lay leaders. The August 8 sermon served as a theological reflection about my time here. The August 29 sermon will serve as a retrospective and a challenge going forward, which I offer as one tool in having healthy closure with the congregation.

I have been having goodbye meetings, which are an important way for congregants to experience healthy closure, which contributes to healthy relationship skills within the congregation.

I’ve continued regular staff meetings and emails to manage pastoral care and administrative details. I am beginning tasks of organizational closure, packing up office, disbursing items to the most effective place, etc.

I am attaching the Covenant between myself and Linda Olson Peebles, currently serving as Interim Minister. We are sharing this with the board with the express purpose of fulfilling our covenant that we communicate to the congregation that we have made an agreement and that

it is in place for the duration of her time here. Another minister in the future may create a new and/or different agreement.

After I finish my eleven years of service here at the end of September, I will still be in the Charlottesville area, serving at Martha Jefferson Hospital in a staff capacity doing professional spiritual care. I am so incredibly grateful for the chance to journey alongside this congregation over the past eleven years! May you continue strong in mission, vision, effective action, and love.

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**Letter of Understanding between Rev. Alex McGee and Rev. Linda Olson Peebles**

About transition at UU Congregation of Charlottesville

*Due to the fact that Rev. Alex is finishing eleven years of service to UU Congregation of Charlottesville at the end of September 2021 (in evolving roles, most recently as Assistant Minister), and that Rev. Linda is serving a two year interim from 2020-2022, we have made this covenant:*

**We, Rev. Alexandra McGee and Rev. Linda Olson Peebles, covenant for the first year following departure, agreeing that any contact with the congregation will be at the invitation of the Interim minister, and Rev. Alex will be free to decline. Another covenant will be developed by the new Developmental Minister when that person feels grounded/established in their role at UUCville. That time is not a set number of years from departure, but when the new minister invites a conversation with the departing minister.**

*We also find wisdom in our UU Ministers Association Covenantal Guidelines and acknowledge these relevant sections to guide us:*

**G. Departing Ministers**

1. In general, the future well-being of a congregation, agency or enterprise is best assured by the fully effective departure from leadership of any minister whose service to that institution has ended.
2. Congregations are especially vulnerable in periods of ministerial transition. Therefore, departing ministers should exercise particular care to minimize their influence and presence within the congregation, agency or enterprise and their interactions with members, staff and clients during times of transition.
3. There should be no intentional or ministerial contact between a departing minister and members, staff or clients of congregations, agencies or enterprises they have served until there can be a covenant expressed in a Letter of Understanding between predecessor and subsequent ministers.

It is the responsibility of both parties to make it known to the congregation that the agreement is limited and that the provisions of the agreement with subsequent colleagues may be significantly different.

6. The provisions of this covenant should be arrived at through conversation and negotiation with an understanding that the well-being of the congregation and the new ministry is of primary importance. When disagreements persist, ...ultimately the judgment of the new minister shall prevail. It is the responsibility of the involved ministers to inform the congregation of this covenant.

11. When a minister leaves a congregation for community ministry, they should not solicit members or presume upon a relationship they had with their former congregation until they have an opportunity to establish a covenant with the new minister of that congregation. In the absence of a new minister the covenant should be established with the leadership of the governing body of the congregation.

12. In all cases, ministers must continue to respect the confidences granted and the information about individuals gained in congregations, agencies or enterprises they once served.

*This covenant is signed:*

\_\_\_\_\_  
Linda Olson Peebles

Date: \_\_\_\_\_

\_\_\_\_\_  
Alexandra McGee

Date: \_\_\_\_\_

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**Report to the Board**

**Rev. Leia Durland-Jones, Minister of Faith Development**

It is great to be with you after taking some vacation and study leave during July. During my study leave, I attended (virtually) Faith Development Week at Star Island (a UU conference center off the coast of New Hampshire) and participated in the program "Religious Education as a Tool for (Adaptive) Change" led by Rev. Tandi Rogers. Much of the program centered on the work and writing of Adrienne Maree Brown and her book *Emergent Strategy*. It was time well spent and remains thought provoking and helpful to me during these challenging times.

Before I stepped away, I worked with RE Assistant Caroline Heins to put together this summer's all ages faith development program materials (aka Feebie = Faith Education, Exploration and Fun Including Everyone.) It has been great to meet in-person with the participants. Several new families have joined us this summer and we are delighted to have them participate.

I continue to explore our options for RE/faith development programming in light of ongoing COVID concerns. We hope to have multiple ways for our children, youth, and adults to engage that feel comfortable and safe. There will continue to be outdoor, masked, in-person programming for children on Sunday Mornings. Thanks to Pam McIntire, Greg Townsend, and Laura Horn, we will offer in-person OWL for 8<sup>th</sup> & 9<sup>th</sup> grade youth on Sunday afternoons. I'm working on program options for our middle school (5<sup>th</sup>-7<sup>th</sup> grades) and our high school youth. Adult Faith Development offerings are in the works as well.

In the coming month, I will work with Rev. Linda to clarify my areas of focus for this church year. For now, in addition to providing leadership for our lifespan faith development offerings, I continue to curate our weekly Soulful Home e-newsletter, supervise RE Assistant Caroline Heins, meet with the Building Use/Re-opening Task Force, provide pastoral care, help plan and lead community worship and am putting energy towards racial justice and helping to create opportunities for us to live our UU faith out loud, every day.

I want to offer my personal thanks and appreciation to Rev. Alex for her ministry to the congregation over the years. I wish her happiness, health, and ease in this time of transitions, endings, and new beginnings.

In faith and with love,  
Rev. Leia

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### **DAF Report to the Board: August 2021**

#### **Reopening Task Force**

- Current Status: **ORANGE** Building is open to medium groups (under 50)
- [UUCville Building Use Pandemic Protocols Document](#)
- Task Force will meet weekly for the foreseeable future
- Next Update: 8/22/21

#### **Finance**

##### **Finance Recap**

	<b>August 2021</b>	<b>August 2020</b>
Total Revenue	\$130,513.20	\$34,009.66
Total Expenditures	\$42,956.25	\$27,561.95
<b>NET REVENUE</b>	<b>\$87,556.95</b>	<b>\$23,483.55</b>

- UU Common Endowment Fund as of 07/18/21: \$532,335.33
- Partnered with Board Treasurer and Finance Committee to move liability accounts

- \$3,113.53 from 2115 Lower Hall AV/IT will be renamed IT Tech Upgrades and will be used for AV production assistance
- \$7,280.50 from 2140 TJMC Capital Campaign Fund will transfer to 2131 Buildings and Grounds Reserve Account

### **Financial Reports**

- [Budget Vs Actual](#)
- [July Statement of Activity](#)
- [July Statement of Financial Position](#)
- July UUCEF Report - NOT AVAILABLE AT TIME OF REPORT
- July UUCEF Monthly Report - NOT AVAILABLE AT TIME OF REPORT

### **Administration**

### **Regulatory**

- Submitted Fictitious Name documents for:
  - UUCville
- This month official 501(c)(3) from IRS should clear through

## Sunday Attendance

YEAR	2021	2020	2019	2018	2017
Jan	194	288	208	265	230
Feb	183	154	229	208	271
Mar	179	100	205	238	289
April	158	175	199	258	243
May	123	182	191	207	237
June	118	112	170	139	139
July	98	105	137	135	140

## Information Technology and Computers

- Worked with Rev Linda to troubleshoot sound issues for streaming

## Communication

- I would like to create group to come up with at least three logo ideas for the congregation to vote on
- Logos would be used online and in stationary
- Some ideas that Achsah Carrier, Liberty Powers, Jude Bias and I found on the internet or created
  - [UUCville Logo Ideas and Inspirations](#)

## Membership

- Created the Membership Accuracy Taskforce
- Goal: The task to the group by Rev Linda is to find out who is an actual member in order to have an accurate pledge drive and budget creation.
- Membership Committee, Jim Gorham, and Kay Frazier are going over the information gathered by membership and the pledge drive in order to get an accurate membership by contacting members who have fallen out of touch with the congregation
- Will work with Ministers to find out who needs pastoral consideration
- Will make recommendations on Membership definition for consideration

## Personnel - Human Resources

- Made staff pay changes per Budget
- Made insurance increases for July withholdings
- Working on updated Office Assistant job description

## Buildings and Facilities

- Sent email to Commonwealth Glass
  - spoken with several lawyers, will send an anticipatory repudiation (or breach) of agreement letter if no contact is made by August 24th.
- Started painting in Office Hallway and in the Main Office
- Completed so far:
  - Patching all holes in office hallway and main office
  - Sanding/cleaning walls in the office hallway and main office
  - Patching holes in the foyer lower walls
  - First coat of entire office hallway main sections and upper trim, mailroom door
  - Half of main office first coat and upper trim
- Next time priority list:

- Bottom trim in main hallway
- Mailroom door trim and office door and trim
- 2nd primer coat in hallway
- Finish first coat in main office
- Patch upper holes in foyer
- Repairs and additions
  - 13w CFLs in the Foyer, Office, and Office Hallway are now LEDs
  - [Repair Document](#)

### **Gardens and Grounds**

- Nothing of note

### **Safety**

- Nothing of note

### **Security**

- Working on Camera for the Edgewood Lane Door

### **Wins**

- Regulatory paperwork

### **Opportunities**

- EOY filing

Submitted by Sean Skally

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### **Membership Report for August 2021**

**Submitted by Marcia Brecker**

- TOTAL MEMBERSHIP as of August, 2021: [371] members (Contains 23 members under consideration for archiving post pledge scrub)

Add:

- Stephen Blair

Drops:

- Margaret Bonney Andrews - deceased 8/15/21

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### **Written Communication to the board:**



Email received from Linda Dukes dated Mon 8/16/2021 4:16 PM

Dear Pam and the UUCC board,

In setting goals for the prospective developmental ministry, I hope you will place developing an active anti-racism culture high on your list.

After Rev Linda's "Healing" service a few months ago, I realized that I won't feel "healed" vis-a-vis the church until we change our culture to become actively anti-racist.

I know that many circumstances this past year have made restarting a racial justice group difficult -- Marc's death, Christine's family issues, Ann's moving away, other former members (including Frank and me) not wanting to take on leadership of it, and the general difficulty of getting anything started during the pandemic. Still, I wonder if the congregation feels it's an urgent issue, which is a most depressing idea to me.

I don't believe we will be living into our UU values until we address anti-racism in both a broad and deep way. We have much to unpack from the ministries at our church of Rev Wik and Christina and their departures. And then how do we move forward?

Thanks for doing all the hard work of being on the board. I really appreciate it!

With Love,

Linda Dukes