

Unitarian Universalist Congregation of Charlottesville
BOARD OF TRUSTEES MEETING
Minutes, December 8, 2021 6:30-8:45 PM

Major focus for Board in 2021-22:

Mission: Healthy and thriving congregation that does justice work in the world.

Vision: To become a welcoming, inclusive congregation.

- 1. Foster a healthy, inclusive culture**
- 2. Build a growing, thriving congregation**
- 3. Listen and learn from all the voices of our congregation**
- 4. Nurture a culture of giving**
- 5. Learn about effective governance**

In attendance – Pam McIntire (president), Elizabeth Breeden (vice president), Kay Frazier (treasurer), Beth Jaeger-Landis (secretary), Hayley Owens, Breck Gastinger, Steve Brecker, Jim Gorham, Rev. Linda Olson Peebles, Rev Leia Durland Jones, Sean Skally

Absent – Kelsey Cowger

Guests – Beverly Ryan, Stephen Blair

I. Opening - (20 mins)

- Opening and Closing Words: Kay
- Reporter: Jim
- Time Keeper: Elizabeth
- Process Observer: Hayley

1. Opening Words - 1 min
2. Check-In: one to two minute check-in: 15 mins
3. Community Time / Public Comment - 5 mins
 - Stephen Blair: Looking for qualities in a developmental minister who delights in experiences in the community and who can effectively speak in a way that shows they are interested in each person. Looking for a passionate person.
4. Acceptance of Agenda: 1 min

MOTION: Elizabeth made the motion to Accept the agenda

Motion was seconded by Breck. The agenda was accepted by the board with one abstention.

5. Written Correspondence (no written correspondence this month)

II. Reports (20 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

The chart attached represents how our governance is structured at this time.

Refugee family: mentors are being trained. We understand there are 70 families in hotels awaiting housing. We won't be assigned a specific family until the appropriate housing for them is found.

3. Treasurer's Report (written) - Kay Frazier
Our revenues are exceeding our expenditures at this point.
4. Lead Minister's Report - (written)- Rev. Linda Olson Peebles
 - The rise in COVID cases has caused a change in plans for the planned Holiday services the week of Christmas. We decided it was too stressful to have in-person gatherings during the holidays due to the possibility of transmitting disease especially with the new Omicron variant. We are going to do Zoom holiday services instead of trying to have people sign up for services and have COVID tests prior to attending in person.
 - The lantern walk will take place outside behind the Garden Inn on Dec 19th and will be very festive with music and treats.
5. Minister of Faith Development's Report (written) - Leia Durland-Jones
 - Holiday event on Sunday, Dec 19th at 4:30 pm.
 - Children and youth programming are going very well. New families are coming and are excited to have found UU'ism. The OWL group is having a late night at church this weekend.
6. Director of Administration and Finance Report (written) - Sean Skally
 - Most updated membership number as of today is 347.
 - Membership and stewardship are receiving replies to the letters that were sent out to members who haven't pledged or participated in a year. A "friend" is not a voting member, but can be involved and participate.
7. Membership Report (written) - Marcia Brecker
Membership at the beginning of December stands at 353
8. Board Liaison Reports
 - Personnel Committee (within the VP report) - Elizabeth
Signatures are needed for the letters of agreements
 - Nominating Committee (oral report)- Breck

III. Electronic Motions (1 minute)

1. Approval of the October, 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 (35 minutes)

- **Facebook Concern:** Sean will report on data from Ellie's research on our FB pages within the next week. Ellie is our curator for FB and Instagram. How important is having a FB presence for our congregation? Bev Ryan is willing to start an interest group willing to research this topic, how busy is the official site? The FB group is tied to our official site and you have to be invited to join. The communications committee is not interested in leading this conversation. We need to look at what the UUA is doing about their involvement in FB.
 - Haley is interested in being the board representative, and will be able to contribute in February.
 - It will be good to find someone who enjoys our FB site. Christine G, Sean, Ellie, and Leia are all monitors of the site.
- **Building Reopening Task Force:** Sean (5 mins)
 - Cases in this area are increasing and we haven't yet felt the effects of the new Omicron variant, so we will stay in the orange zone. Current limit for people in the sanctuary is 50 (while we are in the orange zone). We are using numbers of COVID cases from the BRHD. We are looking at trends and we do not know the efficacy of the vaccinations against the Omicron variant. We are not going to request a report of having a vaccination or a recent negative test to come to services.
 - The building use team is always going to err on the side of caution.
- **Developmental Minister Search Committee and Listening Circle Results:** Pam (5 mins)
 - Huge amount of work on the application. It is a large application with 35 questions. The committee is meeting with Tyler Cole from the southern region next week and then the application will be sent off. The listening circles are coming up on Dec 14th and 19th.
 - Discussion with personnel regarding the minimum salary of a Developmental Minister. Research has been done looking at the UUA's recommendations. Consideration taken due to the cost of housing/living in Charlottesville.
- **Absentee voting:** Kelsey and Beth (1 mins)

Beth will talk with Ann Salamini and Sally Taylor to gather information about this topic and board conversations we have had in the past. Certainly our experience with zoom congregational meetings has changed our perceptions of this issue.

V. New Business –

- **Membership Committee and Nominating Committee:** (10 mins) Board to discuss the framing questions to present to members of the Membership and Nominating Committees in our invitation to join us in January. (i.e. What are their thoughts on how to become an intentionally welcoming congregation? How are the two committees welcoming new members and encouraging engagement and developing new leaders?)

- We will ask the committee members to write their answers to the questions so everyone has time to review before the meeting.
- Potential discussion questions: What has the membership committee already learned in the work that they have done? What are your dreams, what would be helpful, what have been barriers in the work that you have already done. What can the board do to help in your work? Do you have recommendations of how we greet new members and invite them to become active? What are your thoughts of how we may lose people's interest? What do we do currently to get people in the doors? How do we offer a membership that responds to both the individual's needs and also one that develops the member?

**** Beth, Haley, Elizabeth, and Breck will look at the questions and send the final draft to the members of the board.**

- **Black Lives Matter Sign:** Rev Linda. (15 mins)

-Rev Linda will hang the sign in the Wayside pulpit outside the building and keep it there for an extended period of time and will bring it into the sanctuary during certain services. The Board agrees with this action item.

- **Updated Board Goals:** Hayley (30 minutes)

The board goals are framed as areas that we want to learn more about. We will share our findings with the congregation for their consideration with hopes that this might lead to some new initiatives. The question: how do we learn, research, and develop the board's understanding about each of these topics?

Mission: Healthy and thriving congregation that does justice work in the world.

Vision: To become a welcoming, inclusive congregation.

Measurable actions are listed in bullet points.

1. Foster a healthy, inclusive culture

- Learn about our current **culture**. How do we find out what keeps us from being a welcoming home for new members?
 - Invite the Membership Committee to share with the board their experience attracting members to our community.
- Learn from what other churches are doing to resolve conflict, practice anti-racism, and foster healthy relationships.
- Learn about covenants. What is the power of covenant in creating healthy relationships among congregants?
- Read UUA anti-racism resources.

2. Build a growing, thriving congregation

- **Growth:** learn about how to attract new members.
- Read "Belonging" to understand why people commit themselves to a congregation.

- Learn about the work that the Membership and Nominating Committees are doing. What have they learned? What would they like to see?
- Learn about what is “relevant” to populations in our area that we would like to attract to our congregation. What would being “relevant” look like in our congregation?
- Learn from other congregations: how are they attracting new members? How do they get people to come back again and again?

3. Listen and learn from all the voices of our congregation

- Learn about how we can create spaces where more congregation members feel comfortable engaging and sharing. Learn what are the most effective ways for us to access all of the voices in our community.
- Learn about who our congregation is/wants to be by engaging as many voices as we can. Do we need to explore new strategies for engaging? Be proactive about the survey/means of gathering information from the congregation to ensure a representative sample of responses.

4. Nurture a culture of giving

- Learn what a stewardship ministry means.
- Learn how to create a culture of belonging that inspires generosity.
- Pledge Drive: Board clearly defines upcoming priorities for the budget. The Board strongly and vocally supports these goals.

5. Learn about effective governance

- Invite committees to come and share their work to the board. Hold monthly deep dives during our board meetings to learn from these groups.
- Find/create a diagram to help us incorporate some of the wisdom of policy-based governance into our board work in order to be more effective.
- Invite Rev. Linda to continue to share about ways our board can incorporate the ideas of policy-based governance into our practice.

- **Learning about what makes for a healthy congregation:** Book called “Belonging” www.uua.org/files/documents/coa/belonging.pdf

VI. Closing Activities (5 min)

- Process Review – Haley
- **Things to do / communicate** : Each of us will look over the Board’s Goals, pick one that we are passionate about and come back to the board with a way to accomplish this individual goal. * Beth, Haley, Elizabeth, and Breck will look at the questions for the membership and nominating committees and send the final draft to the members of the board. Sean will report on data from Ellie’s research on our FB pages within the next week.
- Closing Words - Kay

Dates to remember: January 26: Board Meeting; January 13: Executive Board Meeting.

REPORTS:

President's Report to the Board: December 2021 Submitted by Pam McIntire

I greatly appreciate all the board is doing this year! Hayley's excellent work articulating the board goals, Elizabeth's handling of a billion things as usual, Beth's keeping all the records sorted out and keeping us organized, Kay's wisdom and hard work on all the policy and financial matters, Steve's checking over all our writings and making excellent suggestions, Jim staying involved with the pledge drive and stewardship, Breck's staying on top of the big picture and keeping us on track and Kelsey's helping us to stay aware of the importance of elections and social justice. We make an excellent team! I am very excited with the board goals for this year! I think we are headed in the right direction, together.

This month, I worked on the Developmental Minister application and met with Rev. Linda and the exec committee to set the course of the board meeting. With the help of Rev. Leia and Rev. Linda and the editing by the Developmental Minister Search Committee, the Developmental Minister application is nearly finished and ready to submit. Many thanks to Kay and Elizabeth for consulting on so many details of the application!

Below is a message to the congregation that summarizes my thoughts for the month.

As I go about day to day living, I have been noticing how the culture of individualism in our society can narrow our vision of what is important. While I love that we value each individual's right to be who they are and to chart their own path, it seems that we can get derailed when we focus on what each of us wants more than we think about taking care of our community. We ask more "What do I want?" than "What does our community need?" I can get discouraged. But, when I come back to our UUCville community and I spend time with so many people who focus on love and caring for each other and the larger Charlottesville (and beyond) community, I am filled with appreciation and hope. There are so many good things going on in UUCville. We are a force of love and kindness in the world. These are exciting and pivotal times at UUCville.

Our inspiring Interim Minister, Rev. Linda, has provided a summary of her broad examination of our strengths and needs (Please look at the December 10 Friday email to read her summary). The Developmental Minister Search Committee has written a final draft of Developmental Ministry Goals after numerous conversations with Rev. Linda, the board and the congregation. We will have two Congregational Conversations to talk over and adjust these goals (**Tuesday, December 14 from 6:30 to 7:30pm and Sunday December 19 from 1:00 to 2:00 – Please check uucharlottesville.org for the Zoom links**). Please see the Developmental Ministry search page of our website for periodic updates of the process: <https://uucharlottesville.org/developmental-minister-search/>

Draft of Goals for Developmental Ministry

1. We want to be a more welcoming and inclusive congregation.

We want to become more relevant in the diverse Charlottesville and UVA communities, be a more anti-racist congregation, and strengthen our commitment to young adults and nurture new leadership.

2. We want to unite in supporting a broad shared vision of our purpose for being a congregation.

We believe that a broad shared vision will empower us to see each mission as part of a whole purpose so we can feel energized, dedicated, and aligned in the use of our resources.

3. We want to strengthen our Stewardship Ministry.

We want to continue our work toward passionate support of our mission with time, wisdom, and finances.

4. We want to strengthen our internal processes, build trust, and develop the skills to communicate broadly.

We want to become more emotionally and operationally functional than we have been historically. The board is striving to listen to the passions and needs of the congregation and to bring this understanding into action. To this end, we see our board Mission for this year as supporting a healthy and thriving congregation that does justice work in the world and our Vision is to become a welcoming, inclusive congregation.

Breaking this work down into priorities and tasks, the board will be studying the wisdom on how to:

1. Foster a healthy, inclusive culture

- by examining our own culture (what keeps us from being a welcoming home for new members?),

- by learning about what other churches are doing to resolve conflict, to practice anti-racism, and to foster healthy relationships,

- by studying covenanting,

- by reading UUA anti-racism resources

2. Build a growing, thriving congregation

- by learning about how to attract new members

- by reading “Belonging” as a background to understand more about why people commit themselves to a congregation.

- by doing a deep dive into the work that committees are doing throughout the church. We will start with examining leadership by talking with the Membership and Nominating Committees.

- by learning about what is “relevant” to populations in our area that we would like to attract to our congregation.

- by learning from other congregations about how they are attracting new members.

3. Listen and learn from all the voices of our congregation

- by learning about how we can create spaces where more congregation members feel comfortable engaging and sharing.

- by learning about the most effective ways for us to access all of the voices in our community.

4. Enhance Stewardship

- by learning about Stewardship Ministry
- by supporting our annual pledge drive

5. Learn about effective governance

- by examining our governance with Rev. Linda
- by reading UUA resources

Through all this studying and learning, we hope to be able to begin new initiatives, support areas where we are flourishing, and bring the whole congregation together in a shared sense of mission and vitality.

These are certainly exciting times!

VP Report to the Board: December 2021 Submitted by Elizabeth Breeden

Personnel

Letters of Agreement and Contracts were sent to the Board President for her signature. Evaluation forms have been sent for all Staff to their supervisor for completion in December. Salary recommendations will be submitted to Finance in January. UUA is going to increase salary ranges 3%. Waiting for UUA to issue new changes. Personnel is in agreement that we are a mid-size 2 church. Proposed salary for developmental minister: Rev Linda recommends putting in our minimum and negotiating from there. We will vote on the recommended salary at our meeting on December 14.

Garden and Grounds work: Leaf raking went well on November 27th, led by Walter Hoffman and John Nolan. Six volunteers showed up. Further work is planned for December 11 and just before the City leaf collection in late December and January.

Refugee Welcome Project: The collection for both money and apartment furniture and supplies has been amazingly generous. We received over \$7000 in contributions and have nearly all of our wish list for the apartment stored, sorted and ready. We understand that about 70 Afghan families are currently being housed in hotels until affordable housing can be found. Our Mentor team was trained on December 2nd and everything that we can do is ready to host our family when housing is found.

I worked with Kay Frazier on a chart for asking for budget requests for next year. Rev. Linda added to the chart staff responsibility in the structure. The resulting spreadsheet shows an

outline of our current organizational structure and could be used when we try to describe how we believe we operate now.

Board of Trustees/Governance	Budget/ FY22	Desig. Liability Accts	Other	Budget Notes	WHO Does What
Board of Trustees	\$500				Pam McIntire
Personnel Comm.					Donna Redmond
Committee on Ministry	\$50			NA	David Shutt
Policy Review					Sandy Brooks
Nominating Committee					Elaine Chapman
Developmental Search C.	\$1500			\$3,000	Pam McIntire
UUA Fair Share	\$30,000				
Stewardship Ministry Sean Skally staff link					Stewardship Coord Team: DAF. Treasurer, Lead Minister
Buildings	\$6000	X	X	Reserve account, Bristol Fund	Sean Skally (Staff)
Grounds	\$2500	X		Reserve account	Walter Hoffman John Nolan
Finance Committee					Marian Wendelin
Depositors					Marian Wendelin
Communications/website	\$1500				Achsah Carrier
Fund Raising yard sale, services auction, Art shows, Bed & Breakfast	\$500				Kay Frazier/Bev Ryan Waiting Elizabeth Breeden Bev Thierwachter
Pledge Drive Coordinator	\$300				TBA
Volunteer Relations	\$400				
Aesthetics Committee					Elizabeth Breeden
Membership Tracker					Marcia Becker
Administrative costs (software, Quickbooks, copier leases, office, etc)					Sean Skally
Social Action Council Rev Linda staff link	\$300			Monthly Collection	Karen Prairie
Meal Packet		X		Social Action Collection	Margaret Gorman
Partner Church	\$150	X			
United Nations	\$50				Doris Glick
Environ. Justice					Jean Umicker-Seabock

Soup Kitchen					Bonnie Hansen
PACEM					Gloria Morgan
Food Pantry		X		Social Action Collection	Elizabeth Breeden
Impact	\$3,000			Social Action Collection	Kelsey Cowger
Racial Justice	\$200				Christine Gresser
Community Life Council Rev Linda-staff link					
Membership	\$1500				Christine Gresser
CareNet					Sandy Brooks
Pastoral Visitors	\$50				Patty Whalens
Pride Alliance					Kay Frazier
Active Minds					Jean Umicker-Seabock
Young Adult Group					
Women's Group		X			
UU Guys		X			Gil Griffis
Hospitality: coffee hour, soup Sunday, small groups, RE?	\$800				Lorie Craddock Elizabeth Breeden
Facebook Posting					Christine Gresser
Remembrance Garden		x			Elizabeth Breeden
History					Wayne Arnason
Sunday Services Rev Linda-staff link					
Worship Council	\$1000				Rev Linda/Sean: staff
Greeters					Jenny Gaden
Ushers					Terry Epp
Tech-Audio/Video		X		Hardware & Supplies?	Sean Skally (staff)
Altar					Maggie Ober, Cindy Mick
Choir/Music	\$5500	X	X	Abrahamse Fund	Scott DeVeaux, Kelsey Cowger
Worship Weavers					Debby Norton
Faith Development Rev Leia-staff link					
RE	\$8,000		x	Cheetham Fund	Leia Durland Jones
Adult Faith Development		X			Leia Durland Jones
Children RE Committee					Michelle Benedict
YRUU		X			
Various Accounts-CRE		X			

Nature Spirit					
Labyrinth		X			Patty Whalens
Christian Fellowship					
Buddhist Sangha					Wayne Arnason
Covenant Groups					Bev Ryan
Soul Matters					
Wednesday Worship					Cindy Mick/Maggie Ober

Treasurer's Report to the Board: December 2021 Submitted by Kay Frazier

Financial Dashboard

A new Financial Dashboard is now on the website, providing a snapshot of the financial and budget status. The Dashboard will be updated on a monthly basis with a link provided to the congregation in a Friday newsletter. The Dashboard also provides the Board with a quick overview of key financial indicators.

To view the Dashboard, click here: <https://uucharlottesville.org/financial-information/>

Financial notes through October 2021 (33% of the Fiscal Year):

Revenue: Pledge donations are tracking well. Other revenues are being negatively impacted by COVID with difficulty in organizing fundraising events and a decrease in rentals. Overall, revenues received through October are 48% percent of the budgeted revenue.

Expenditures: Expenditures are at 32% percent of the projected budget. There are no unusual or unexpected expenditures to date.

Revenues are currently exceeding expenditures. We will need to continue to closely monitor revenues and expenditures as COVID and other economic factors stand to impact our finances.

Policy Update

The Gift Policy is currently being circulated to the Policy Review Team and committees for review and comment. Receiving comments from and building awareness with those most impacted by a new gift policy is an essential step. The goal is to receive comment by the end of December, and for final Board review and approval in January.

Report submitted by Kay Frazier

Interim Lead Minister Report to the Board: December 2021 Submitted by Rev Linda Olson Peebles

Worship and Faith Development

- With Covid rates fluctuating, we are trying to help everyone know that decisions about #s of people in person will be decided week-to-week. We will offer dual platform (in-person and Zoom) most Sundays and we are adding streaming on YouTube. In case Zoom crashes on us, or if we

need to simplify the technical challenges in future weeks/months, we will have the “back-up” of a Youtube stream for our off-site worshippers.

- We’re planning for two Xmas Eve services, dual-platform. Sundays Dec. 26 and Jan 2 will be Zoom-only, to simplify tech support needed, and to acknowledge that many people appreciate being home for the holidays!
- The outdoor service Nov 21 in Darden Towne Park was another great success with more than 125 there. Due to weather, we may not be doing outdoors worship again till the spring.
- Scott arranged a guest musician to be with us Nov 21, and the choir sang in-person for the first time in almost 2 years! Scott is planning for special music and musicians at the Dec 19 service and Christmas Eve.

Faith in Action

- I participated in the “Pastoral Witness” at the Unite the Right trial.
- The “Refugee Family” coordinating team has been working hard and appreciative of the generous response of our congregants to support a family (probably Afghan) under the guidelines of the IRC (International Rescue Committee).
- We had speakers from Ebenezer Baptist in services in November and December asking for and then thanking us for our support of their projects.
- The Sanctuary-in-Action initiatives (all-age Sundays that include hands-on social service projects) have been well-received.
- After conversations with some leaders, I propose we re-emphasize this congregation’s earlier commitment that Black Lives Matter (*see below*) and begin to display those words on our outdoor Wayside Pulpit and in the sanctuary for appropriate services.

Stewardship

- I met with leaders to talk about the 2022-2023 Pledge Drive. Kay Frazier and I are identifying people to serve in different capacities. The Pledge Drive Coordinating team will begin work in January. The actual Pledge campaign will be February 27 – March 27.
- Personnel – Sean, Bev Ryan and I are in the search for a new Office Administrative Assistant, allowing Caroline Heins to focus on her work as RE assistant.

Preparing for the Future

- I have met with the Developmental Minister Search committee, supporting them in their work.
- *Below* is the summary statement I offered them as they wrote their own statement of developmental goals they will be asking a new minister to focus on.

As 2021 draws to a close, I express my deep gratitude to you for your faith and commitment to the well-being of this beloved congregation. Happy Solstice and Merry Christmas to you all!

Joyfully, Rev. Linda Olson Peebles

For Conversation *Is it time to display again the BLM banner outdoors, and at times in the sanctuary?*

From the motion entitled *Public Witness in Support of the Black Lives Matter Movement and Racial Justice* which passed by 94% of a congregational vote on October 2, 2016:

“WHEREAS, Unitarian Universalists strive for justice, equity and compassion in human relations; WHEREAS, we must continue to support the Black Lives Matter movement and Black-led racial justice

organizations; *THEREFORE, BE IT RESOLVED that Thomas Jefferson Memorial Church-Unitarian Universalist calls members to action, to become closer to a just world community, and to prevent future incidents of this nature; No matter who you are, black lives matter.*”

To read the full resolution go to

<https://uucharlotteville.org/wp-content/uploads/2016/10/document-racial-justice-public-witness-statement-2016-10-02.pdf>

A Summary: Interim Minister's Thoughts about UUCVille Developmental Needs

While there are core strengths apparent at UUCVille, there are a number of spiritual and structural areas of growth, needed to nurture the health and effectiveness of all that the congregation seeks to do and be - for itself and the world.

Five areas of Developmental Needs – not in priority order, but for your thoughts and questions:

Identity – UUCVille has begun this work, by re-naming itself and moving from its former sense of self as a memorial to the Jefferson legacy and onward towards some new identity, based in the realities and culture of our 21st-century world.

Structures – Clarifying roles and responsibilities, governance and management.

Stewardship – Cultivating a culture of generosity, of shared commitment to financial well-being, of caring for the resources (reputation, people, and property) which it will hand on to the future, and having well-understood policies and practices that build trust and strengthen resources.

Leadership – Developing an understanding that a role of the congregation is to nurture the talents and callings of each person, so that membership includes a commitment to growing each person's ministry.

Theology, Covenant and Mission – Deepening the understanding of the *raison d'être* of UUCVille, of how the legacy of UUism calls to the congregation, and how covenant and spiritual maturity can guide the congregation as it seeks to heal wounds, deepen compassion, and fulfill its mission more fully.

Some decisive developmental shifts which the congregation may need to negotiate as it redefines and strengthens itself involve making the journey -

- *from* being “liberal white”
toward being intentionally anti-racist, multi-cultural and multi-generational.
- *from* being a private group of like-minded individuals
toward being a public community covenanting for communal well-being.
- *from* being a group challenged by the complexities of interpersonal connections
toward being an “authentically relational” community
- *from* tasks and groups being “siloeed”
toward being collaborative.
- *from* perceiving giving as a necessary scramble to survive
toward valuing giving as a wise and faithful investment in making the dreams and mission of the congregation come to life.
- *from* seeing membership as joining a club to access its activities

toward seeing membership as the chance to invest, grow, and serve the mission.

DAF Report to the Board December 2021: Sean Skally

Reopening Task Force

- Current Status: **ORANGE** Building is open to Small groups (under 10)
- N95, KN95 or double masking is required on congregation grounds, indoors and out
- [UUCville Building Use Pandemic Protocols Document](#)
- Next meeting, January but we will check numbers regularly.

Finance

Finance Recap

	Oct 2021	Oct 2020
Total Revenue	\$38,454.39	\$37,635.32
Total Expenditures	\$37,111.12	\$54,316.12
NET OPERATING REVENUE	\$1,343.27	\$ -16,680.80

- UU Common Endowment Fund as of 10/31/21: \$541,061.42
- Working with Kay and Finance Committee in reworking chart of accounts
- Created 5Y budget recap

Financial Reports

- [Budget Vs Actual PDF format](#)
- [Oct Statement of Activity](#)
- [Oct Statement of Financial Position](#)
- [Oct UUCEF Monthly Report](#)
- [Oct UUCEF Report](#)

Administration

Regulatory

- Yearly fire alarm, fire extinguisher check completed. Yearly elevator check completed.

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	
Aug	107	137	165	136	336*	*the month with the Jesse Jackson visit

Sept	83	107	215	250	265
Oct	60	92	116	161	NA

Information Technology and Computers

- Nothing of note

Communication

- Nothing of note

Membership

- Currently at 345 members. We are waiting on responses from about 47 membership inquiry letters. Final numbers will be available after DEC 13th.

Personnel - Human Resources

- Implemented new Timekeeping system in order to track time off and hours worked
- Looking for a part time office assistant with Bev Ryan and Rev Linda
- Working on completing reviews

Buildings and Facilities

- GSTC- Sent "Wish List" to GSTC:
 - Finish painting Foyer and bathrooms
 - Power to edgewood lane door for Nest doorbell (currently using battery)
 - Ethernet to the parlor
 - Heating solution for Foyer/bathrooms
- Working with PACEM and the bedbug infestation - Currently "hot boxing" the entire building. Will return in two weeks to check for completeness.
- Huge thank you to Bev Gorham for painting the hallway and offices. Thanks to Elizabeth Breeden for assisting!
- Rentals
 - BRMT and CHEC expecting to come back in Jan
- Repairs and additions
 - Reprogrammed the routers for WiFi net in the main building
 - Set up new Summit house WiFi
 - Repaired Tank seal and new floor gasket in upstairs rear summit toilet
 - Repaired toilet seat in the main upstairs toilet
 - Placed hanging mounts in Sanctuary
 - Replaced bad connection on the PTZ cameras

Gardens and Grounds

- Leaf raking planned for Nov and Jan
- Working on New Prepaid card for Gardens and grounds chair

Safety & Security

- Nothing of note

Wins

- New timekeeping rollout

Opportunities

- General paperwork filing

Minister of Faith Development Report to the Board November & December 2021: Submitted by Rev. Leia Durland-Jones, Minister of Faith Development

It continues to be a busy and challenging time as we navigate church life and the safety protocols necessary due to the ongoing pandemic. Our capacity to worship and have faith development in person continues to evolve. November offered opportunities to explore the theme “Holding History” in both worship and faith development. We celebrated our annual Ancestors’ Sunday on October 31 with a small number of congregants present in the sanctuary while most attended via Zoom. It was deeply meaningful to have our congregation’s faith development leadership celebrated during worship on November 7. We continue to honor this important part of our history by displaying the plaque with faith development leader’s names through the years in our Edgewood Lane gallery. Be sure to look at it the next time you are in the church building.

I was grateful for the opportunity to lead worship and preach on “Holding History with an Open Hand” on November 14. Our whole church Worship in the Park on November 21 was wonderful! Three cheers to Margaret Gorman for coordinating our Sanctuary in Action meal packet project. We made over 100 meal packets that have already been delivered to the UVa Medical Center and put to good use by hospital social workers. Many thanks to the over 45 volunteers who made our Worship in the Park/Sanctuary in Action possible—from set-up, to soup, to clean-up. And a big hurray for guest musician, Darrell Rose, and our own UUCville Choir. What a great day!

I meet regularly with the other members of the Building Use & Re-opening Task Force. We continue to urge everyone eligible to get vaccinated, to wear face masks, to social distance and to wash hands frequently. If you haven’t received your COVID booster, please do. We also encourage everyone who can to get the flu vaccine as well. Each week, we’ve been able to invite congregants to RSVP for the limited seats available in the sanctuary for Community Worship. If COVID case numbers continue to trend downward and with our younger school age children vaccinated, we hope the number of people we can safely have in the sanctuary will continue to increase. We plan to offer indoors in-person faith development on Sunday mornings starting December 5 from 9:30-10:30AM. We will offer Children & Family Faith Development especially for families with children in 4th grade and younger and a group for our 5th-7th graders. Our comprehensive sexuality education class for our current 8th & 9th graders, Our Whole Lives, will take a break and resume in March. Senior high school youth (YRUU) have a field trip to the Memorial to Enslaved Laborers at UVa on December 5 and then break until January.

Celebrating the Holidays with UUCville

The Friday email has all the details as they become available—so be sure to check there for information about the Winter Holiday Party Saturday December 11, the Giving Tree Community Worship service December 12, the holiday crafters December 12, the Season of Light art show, a special holiday music service on December 19, our Solstice Lantern Walk Sunday December 19, Christmas Eve services, and the outdoors New Year’s Eve Labyrinth Walk.

There has been an increase in Pastoral Care in the past month with pre-holiday outreach, illnesses, life changes, and the death of longtime member Bob Gross. I am thankful to share pastoral care with Rev. Linda, Patty Wallens, Yvonne Chadwick Mehta, Shirley Paul, Sandy Brooks, Lara Gastinger, and others helping with this important and vital ministry.

Our fall Adult Faith Development semester wraps up on December 18 with Soul Collage offered by Carol Heiser. I offered a two session “Being a UU Parent” in November and had a delightful time with some of our congregation’s parents. I am currently curating the classes that will be offered as part of our winter/spring semester. Stay tuned for more information!

Membership Report to the Board: November/December 2021 Submitted by Marcia Brecker

- TOTAL MEMBERSHIP as of December 2021: 353 members

Add: None

Drops: Bob Gross (deceased)

Note: We are still working on clean up and will have details of who was archived for what reason next month.

Written Communication to the board: