

Unitarian Universalist Congregation of Charlottesville
BOARD OF TRUSTEES MEETING Minutes
May 25, 2022 6:30 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), At Large Members: Jim Gorham, Breck Gastinger, Kelsey Cowger, Steve Brecker; Staff members: Rev Linda Olson Peebles, Rev Leia Durland-Jones, Sean Skally

Absent – Hayley Owens

Guests – Bev Ryan

I. Opening - (20 mins)

1. **Check-In:** one to two minute check-in:
 - **Opening Words:** Beth
 - **Reporter:** Jim
 - **Time Keeper:** Kelsey
 - **Process Observer:** Steve
2. **Community Time / Public Comment** : nothing shared from our church community (guests) at this time.
3. **Acceptance of Agenda:**
MOTION: Kay made the motion to Accept the agenda for tonight's meeting.
The motion was seconded by Steve
The Board accepted the agenda as written.
4. **Acceptance of the minutes from the April 27, 2022 board meeting.**
MOTION: Jim made the motion to Accept the April 27, 2022 minutes as written.
Motion was seconded by Steve.
The Board voted to accept the minutes as written.
5. **Written Correspondence** (received via email, located at end of reports)

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

. Conflict resolution policy: Vote (Elizabeth)

***Motion was made by Elizabeth to accept the conflict resolution policy as written.*

This motion was seconded by Beth.

The board voted in favor to accept the conflict resolution policy as written with the exception of one member's abstention.

3. **Treasurer's Report** (written and oral) - Kay Frazier and Sean (10 minutes)

* Kay presented an analysis for this year's and next year's budgets.

*She reminded us to think about the budget as an evolving process, something that may change over time and need amending.

*Will need more funding for tech services in the next year's budget as well as funding for a full 12 months of Rev Temerson's salary.

4. **Lead Minister's Report** - (written)- Rev. Linda Olson Peebles

GA Delegates: Vote

The list of interested delegates for GA were presented by Rev. Linda: Wayne Arnason, Kristin Fritz, and Adam Slate. There are six delegate slots available and so far we only have three interested members.

- A motion was made to approve the delegates (listed above) appointed as delegates at the GA this summer. The motion was seconded by Beth and the board voted in favor of appointing these three delegates for GA.

5. **Minister of Faith Development's Report** (written) - Leia Durland-Jones

- 16 households have contacted Leia to walk the Rivanna trail this summer.
- There has been great interest in the "Exploration of Women's Spirituality" groups. A conversation has started, and there is an interest to have multiple groups involved.

6. **Director of Administration and Finance Report** (written) - Sean Skally

7. **Building Use Task Force**: (to be presented during "old business")

8. **Membership Report** (not submitted this month) - Membership Committee
Membership total: 303 (no additions or drops reported this month)

9. **Board Liaison Reports**

- Nom Committee: (oral) Breck Gastinger
Holly Sauer withdrew her nomination due to moving out of this area.
Carol Gardner will continue for another term on personnel.
- Personnel Committee (oral) - Elizabeth
Linda is completing her staff evaluations before her departure. We have created our calendar of yearly Personnel work and moved our cycle to a calendar year.

III. Electronic Motions (there were no electronic motions this month)

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 (25 mins)

1. Building Reopening Use task force discussion: Pam (20 mins)

- How do we want to guide the charge of the task force? Are we ready to make a shift in our charge for this task force: instead of protecting everybody and possibly closing down the building if cases increase vs educating people about protecting themselves and others by wearing masks indoors and using caution?
- In the beginning of the pandemic we hoped that it would be a time limited issue and we could limit the amount of people in the building and then shut down when our area was experiencing an increase in COVID cases.
- The issue is: how do we protect people who come to the church building and their loved ones at home and our staff? We should expect that we will be wearing masks indoors for the foreseeable future.
- We hope to keep our buildings open and our community safe
- Data on case rates right now are very flawed due to testing at home and not being "counted" by the Health Dept. This area may be getting a higher amount of hospitalizations due to UVA hospital being located in our district.
- Renters: We educate the renters about our guidelines. As long as they do not put the staff or church members at risk, they can follow their own guidelines about wearing masks among each other while using our building. We still have a protocol protecting a two hour "airing out" time.

** The board is in agreement that the charge of the Building Use Task Force continues to shift from focusing on protecting everyone against COVID, including closing down the building, to educating everyone about best practices and requiring masks to be worn indoors.

2. Connie Cheetham Award: Elizabeth (5 mins) to be presented at the June Congregational meeting

V. New Business – (10 mins)

1. The Congregational meeting planning:

- We are NOT using the Election Buddy but will have people voting from home on Zoom raise their hands.
- Assign roles: Opening and Closing Words – Rev. Leia
- Tech Folks –Sean, Caroline H (phone call-in votes)
- Parliamentarian – Beth to ask Matthew Diasio, and if he is unable we will consider hiring someone.
- Time Keeper –Steve

- Secretary(taking minutes) – Beth
- Sign in at Door of Sanctuary –(2) with Membership Lists: Breck and Hayley
- Check Sign in online –Sean
- Chat room monitor: Elizabeth (Monitoring the chat box for: count members, count votes, name raised hands to speak, post links as they are mentioned in script)
- Count to determine Quorum-Head Teller: also count votes: Breck and Hayley
- Handout ballots in Sanctuary if need for nominations from the floor
- Reports- Pam, Kay, Linda
- Chair of Nominating committee to present candidates – Elaine
- Who will present change in bylaws – Beverly as chair of Policy Review Committee
- Presentation of the budget – Kay
- Presentation of Connie Cheetham Award- Elizabeth
- Presentation of Rev. Tim – Ann Salamini

VI.Closing Activities (5 min)

1. Process Review –Steve: Felt that it was a very good meeting, but that we need to watch our time a little better in order to keep on track.

2. Things to do / communicate

3. Parking lot: At the July meeting

- **Stewardship ministry and fundraising committee: wait until July meeting
- **The Facility Rental Committee would like to report to the board at the July meeting.
- ** Bylaw changes: take TJMC out and put UU C'ville in and take nominations from the floor out of our ByLaws.

3. Closing Words: Beth

Dates to remember

Next UU Charlottesville Executive Board Meeting: June 16th, 2022 at 6:30-ask Hayley if she can come

Next UU Charlottesville Board Meeting: June 29, 2022 at 6:30 (note later date than usual-invite new members)

REPORTS

President's Report to the Board; May 2022

Pam McIntire

It has been another busy month at UUCville with both a lot to do and a lot to prepare for. We have had such wonderful Sundays with children and youth gathering outside (and inside for the OWL youth) and the multi-platform services in the Sanctuary and on Zoom. I have really enjoyed the outside

gatherings after church! These activities have taken a huge amount of creativity and hard work. I want to especially thank Rev. Linda and Rev. Leia for their wisdom, creativity, and persistence in designing and presenting inspiring services. The amount of work Sean puts into the tech for services is incredible. When I went to see his skills on a Sunday, I quickly got lost in all the screens, cameras, sound board, microphones and videos! I am so glad that we were able to fund tech help so Sean will not have to work every Sunday. We are very grateful to Sean! Also, many thanks to Caroline for all her prep work to make sure everyone is taken care of on Sundays – so many details to manage! Leigha Rae has been a wonderful addition to our team! She manages so many requests with skill and care. Scott's musical gifts are so heartwarming each week and it has been lovely to welcome our new pianist, John Mayhood. We are extremely lucky to have such excellent staff!

As we move toward saying goodbye to Rev. Linda, I cannot say enough about the positive impact she has had in all aspects of church functioning. Here are some of the things I included in a summary of our time together.

Rev. Linda's clarity and vision have raised our awareness through our interim years and prepared us well for entering Developmental Ministry. She is an effective, inspiring preacher and her sermons and guidance for Sunday services have led to enlightening, community building, inspiring services. She is highly skilled in listening and in firm guidance as needed. She is kind and inclusive of people and ideas. She has helped build trust and kindness in the congregation. She has been active in supporting our Pastoral Visitors program. She leads by example, guided questioning, and teaching. Despite the pandemic, the congregation feels connected to Rev. Linda and trusts her leadership. We are very sad to have Rev. Linda leave us, but we are extremely grateful that she spent the last two years with us. These last two years were such challenging times with the pandemic and recovering from all the struggles the congregation had endured in the last years. I am not sure how our congregation would have survived without Rev. Linda's excellent leadership.

I cannot thank Rev. Linda enough.

We are also fortunate to have such a capable group of volunteers. I could write for many pages if I listed every volunteer and contribution. We have had a fun and productive auction. Our grounds and our building look fabulous. We have a balanced budget to propose to the congregation that meets our top priorities. We have had a wonderful RE year despite all the challenges. We have terrific nominations for the board, nominating and personnel committees. And, of course, it has been a delight to work with such clear-headed and kind board members!

On May 19, Kay and I hosted a meeting to talk over the budget with congregants. Kay makes everything so easy to understand!

On May 21st, Rev. Tim has kindly agreed to come and meet congregants after church. I look forward to meeting Rev. Tim in person, experiencing community and eating popsicles! Thank you to everyone organizing this event!

We are busy preparing for the congregational meeting on June 5. It is quite a challenge to determine all the jobs that will be important, to get the wording on the bylaws down perfectly, to sculpt the script, and to figure out how to handle all voting contingencies.

One question that comes up often is: Why does UUCville require people to wear masks inside? The Reopening/Building Use Task Force presented the following message in a Friday email. I am copying it

here because I think it will be useful to think about as we consider our COVID safety policy going forward.

Your Building Use/Re-opening Task Force continues to meet regularly to monitor our congregation's COVID safety protocols and make recommendations to the UUCville Board. Our goal is to keep our congregation as safe as possible when we gather and use the building/grounds. Unfortunately, COVID cases in our area are currently on the rise. Here are six reasons why the Board of UUCville requires us to wear N95 masks inside:

1. Although COVID rates for our community are relatively low, they are rising. People are still getting COVID and some are becoming severely ill and dying. We are committed to protecting our members and the community.
2. Even vaccinated people with no symptoms can be infected with COVID and infect others.
3. N95 masks, worn correctly, can reduce COVID transmission and decrease the risk of infection. N95 (and KN95) masks are much more effective in reducing transmission of COVID.
4. Although vaccination decreases the risk of severe illness, vaccinated people can still become severely ill with COVID and transmit infection to others.
5. Young children (who cannot be vaccinated) and some adults (who have impaired immune systems) are at higher risk for infection and illness from COVID.
6. Wearing masks protects everyone (and you). Caring for others is part of our UU principles.

We know that wearing an N95 face mask can be bothersome, and we are all tired of dealing with the pandemic. And, wearing a mask at church helps us live our UU values. Thank you for your support of the health and wellbeing of our larger community. As our signs in the church building say, "Mask up, buttercup!"

We have so many things to think about as we go forward through the summer and into Developmental Ministry. Since we will not have time in the May board meeting to go over all our ideas for the future, I wanted to include, again, some things that I think would be worth talking about through the fall after Rev. Tim joins us in August.

- How can the board best support Stewardship Ministry?
- How can we begin a church-wide relational campaign? Could this include covenanting and a focus on healthy communication, and welcoming visitors and new members?
- How can the board support leadership development?
- How can we structure meaningful Congregational Conversations to make sure the board prioritizes listening to the congregation?
- How can we support the Membership and Nominating committees?
- How can we support young adult ministry?

I greatly appreciate all the excellent work the board has done in the last year. It is a pleasure to spend time with all of you.

Vice President's Report to the Board; May 22

Elizabeth Breeden

Here is the final draft of the Conflict Resolution Policy for your approval. If passed, I hope I can plead with the new Vice President (should she be elected) to put it in the proper place in the Church Policies published online.

The Annual Reports were completed and posted thanks to the able assistance of Sally Taylor. It is a good read of all that we have accomplished this year.

Personnel invited next year's members to attend the meeting to get an overview of our work. A yearly calendar was created and reviewed with the major change that we will oversee staff evaluations on a calendar year, instead of a fiscal year. Rev. Linda was encouraged to complete evaluations for senior staff by the end of May, and our President completed the evaluation for Rev. Linda.

The Connie Cheetham Award Committee will meet to make a decision on Tuesday, May 24th, hoping to present the award at the Annual Congregational Meeting on June 5th.

The Social Justice Council is meeting on Sunday, May 22nd to choose the Social Action Collection recipients for 2022-2023.

Draft by the Conflict Resolution Committee, 1/14/2010 Board approved: June 2011

Revisions suggested: 2/24/2020-8/17/2020 (Board review in closed session)

Reviewed by Policy Review Committee 3/15/2022. Personnel 4/18/2022 Board 4/27 & 5/25, 2022

In order to create the beloved community we all desire for ourselves, we, the Unitarian Universalist Congregation of Charlottesville covenant to:

- Communicate with compassion and respect, especially when we disagree,
- Celebrate diversity and nurture our inclusivity,
- Embrace one another spiritually and emotionally,
- Promote social justice within our congregation and the larger community,
- Generously support the ministries of the church with time, money, and enthusiasm, and
- When we have fallen short, lovingly call each other back into covenant.

VIII: COMMUNITY Conflict Resolution (Policy Manual pages 57-59)

A. Conflict Resolution

POLICY VIII.A.1:

The UUCville Board of Trustees shall ensure that written procedures are in place to assure that persons demonstrating disruptive behaviors are dealt with quickly and respectfully for the security of the entire church community. The UUCville Board of Trustees shall ensure that these written procedures are available to the entire UUCville staff and the congregation. Said procedures shall be reviewed at least every five years.

Rationale:

While honoring the worth and dignity of every individual is one of the central tenets held by UUCville and is expressed in the Unitarian Universalist Purposes and Principles, we believe our congregation must maintain a respectful atmosphere in which openness can exist. Our church strives to be an inclusive community, affirming our differences in belief, opinions, and life experiences.

Concern for the physical safety and emotional well-being of our congregation as a whole must be given priority over the privileges and inclusion of a particular individual. To the degree the disruption

compromises the health and well-being of this congregation, our actions as a church must reflect this emphasis on respectful relationships. When any person's physical and/or emotional well-being or freedom to safely express his or her beliefs is threatened, the sources of this threat must be addressed firmly and promptly. To the degree possible and appropriate, confidentiality will be maintained. (If a staff member is involved the resolution may fall under the Personnel Policy Manual.)

Definition:

For purpose of this policy, disruptive behavior includes but is not limited to:

1. Perceived threats to the safety of any adult or child, such as physical or verbal abuse, threats of bodily harm, or sexually inappropriate behavior.
2. Disruption of church activities; and
3. Diminishment of the appeal of the church to its existing and potential membership through unwanted advances, harassment, and abusive or inappropriate language.

Establishment of the Conflict Resolution Committee

The Conflict Resolution Committee called to address a situation, or series of situations should be led by a trained, licensed therapist. (We hope a member of the congregation will volunteer for this task.) The members should include a Minister, a member of the Emotional Wellness Committee, a member of the Pastoral Visitors committee, and a member of the Community Life Council.

If any staff or members/friends have been engaged in the conflict, they shall not be on the Conflict Resolution committee.

Procedures:

I. In those instances in which an immediate response is required,

- A. The offending person(s) may be asked to leave the premises.
- B. A meeting or activity in progress may be suspended until such time as it can safely be resumed.
- C. After every effort of de-escalation is attempted, the Police Department may be called if further assistance is required.
- D. The Minister, the Director of Administration and Finance and Board President must be notified if these interventions are undertaken in their absence. A written report of the incident, all follow up communication, and all responses will be kept in the church's confidential file by the Director of Administration and Finance. Only the Ministers and Board President have access to this file.
- E. An official letter to the offending person(s) describing the concerns and detailing what steps must be taken before returning to church activities may be sent by a Minister and Board President.
- F. Follow-up communication to the individuals or groups involved will be provided as appropriate and necessary.
- G. When a matter of safety is concerned, the Director of Administration and Finance is the staff member responsible for the safety and security of the building and the Congregation.

II. In those instances in which an immediate response is not required,

- A. The Conflict Resolution Committee will be asked to resolve the situation.
 1. The committee will refer to the Principles of the UUA in determining what is acceptable and what is deemed disruptive behavior.
 2. The committee will collect all relevant information.
 3. The committee will determine an appropriate response on a case-by-case basis.
 4. The committee will evaluate the problem considering:
 - a. SAFETY—Is the person(s) a threat or perceived threat to another person(s) or property?

- b. DISRUPTION—How much interference with church functions has occurred?
 - c. OFFENSIVENESS—How likely is it that existing or prospective members will be driven away?
- 5. The committee will determine a response considering:
 - a. CAUSES—Why is the disruption occurring? Is it a conflict between the person(s) and others in the church? Is it due to a professionally diagnosed condition?
 - b. HISTORY—What has been the frequency and degree of disruption caused in the past?
 - c. PROBABILITY OF CHANGE—How likely is it that the problem behavior will diminish or recur in the future?

B. Committee Response and Official Action Taken: Every level of response will include a written report kept in the confidential files of the church.

LEVEL ONE: (Communicate)—The Conflict Resolution Committee will inform the Minister and the Board President of its assessment of the problem. The Minister (if available) and a member of the committee will meet with the offending person(s) to communicate the concern and discuss ways to modify the disruptive behavior.

LEVEL TWO: After investigation the committee deems no action is required. The Committee will notify those directly involved of its findings in writing.

LEVEL THREE (Suspension)—The Committee will recommend to the Board and the Board will decide. The offending person(s) is suspended from the premises and activities of the church for a limited period of time, with reasons and conditions of return communicated in writing by the Lead Minister and Board President.

LEVEL FOUR (Expulsion)—After hearing the recommendation of the Conflict Resolution Committee, the Board will decide whether to expel the offending person(s). Expulsion from the church means that the individual is no longer a member of the congregation, and the individual is directed not to participate in church activities or come onto church property. If expulsion is to be implemented, a letter will be sent by the Lead Minister and the Board President explaining the expulsion. In addition, the Membership Committee will be notified of the expulsion in order for the person's name to be removed from the official membership roll.

C. Members/Friends of the church whose personal security have been threatened by disruptive behavior will be kept informed, in a timely manner, of the steps being taken to deal with the person(s), i.e., the source of the problem. In addition, the Minister may offer or recommend to a church member(s)/friend(s) who has been adversely affected by the disruptive behavior a qualified professional individual for additional help.

Treasurer's Report; May 2022

Kay Frazier

Finance Committee

The Finance Committee needs new members. All of the existing members have served for a very long time. Board assistance in identifying potential new members would be appreciated. The hope is to have a committee comprised of both experienced and less seasoned members. If anyone has suggestions, please let me or Marian Wendelin know.

Year-End Projections (FY21-22)

The year-end financial projection has improved. **The current projection is a \$5,100 shortfall vs the \$20,000 shortfall projected in March.**

The projection has improved, most notably, for two reasons:

- Payment of pledge donations (current year pledges, prior year pledges made in this FY, and pledge match donations) have significantly increased over the past two months. Concerted efforts have been made to encourage payment of pledges and, as of today, almost 100% of the budgeted pledge amounts have been received.
- Secondly, staff are diligent in managing expenses and identifying cost savings. A saving of \$13,000 in unused staff Professional Expenses is a significant contributor to expenditure reductions. Other cost savings are realized primarily through careful management of line items and savings due to our buildings being closed for a large part of the fiscal year.

This year-end projection is based on the following:

- Revenues are projected to be \$47,500 less than the adopted budget. The loss in revenue is due to the impact of COVID on building rentals, fundraising, plate offerings, and non-pledged donations. Plate offerings and non-pledged donations have improved in recent weeks, but will not completely recover. Rental income and fundraising revenues will not recover significantly this FY.
- The loss of revenue is offset by approximately \$42,400 in identified potential savings.

The shortfall may continue to decrease if the uptick in honoring pledges and non-pledge donations continues, with a possibility of ending the fiscal year balanced and in the black.

The budget will continue to be closely monitored as we close out the fiscal year. This year-end projection is a cautionary tale, and as we look towards the next fiscal year the development of a Stewardship Ministry remains paramount to continue on a path of financial stability.

FY 22-23 Budget Update

The Budget Conversation, held on May 19th was attended by 10 people, including Pam and myself. There was general support for the proposed budget, except for one attendee. The concerns expressed were that the proposed revenues were not realistic; that there is a history of members not paying pledges; that other revenue projections have not been met over the past five years; and that revenues needed to be adjusted down and expenditures decreased (recognizing that that means a reduction in staff). The other attendees expressed support for the budget, some with cautious optimism.

As we prepare for the congregational meeting an overview of the salient points of the FY 22-23 budget may be helpful to Board members:

- The budget was developed with the priorities established by the Finance Committee and Board held uppermost in our minds. These priorities were discussed and affirmed in January by both groups.
- Pledges (pledges and pledge match) increased by 1.2%, FY22 \$474,276 ➡ FY23 \$480,012
- The increase in projected revenues is 2.7%, FY22 \$563,340 ➡ FY23 \$578,866
- The increase in projected expenditures is 2.6%, FY22 \$564,019 ➡ FY23 \$578,773

- Projections for “Other Revenues” are based on historical actuals and a line-item review and discussion by the Finance Committee. These projections also assume that a Facility Rental Team and Fundraising Coordinating Team will be active for the next fiscal year.
- The increase in expenditures is primarily due to funding the Sunday Service dual platform, increased costs of grounds maintenance, and increased funding for a pianist.
- The proposed budget is balanced.
- Priorities funded:
 - Developmental Ministry for 11 months
 - Salary increases
 - Dual platform services
 - Ongoing Ministries i.e., Religious Education, Music
 - Committee requests
 - Increases in some line items – i.e., Grounds Maintenance, Pianist
 - Slight increase in Reserve Funding
 - Payment on an unsecured loan
- Priorities not funded:
 - Full Time Staff Professional Expenses were reduced.
 - No increase in UUA Program Fund contribution is funded. The funding remains at \$5,000.
 - The replacement of the Summit House HVAC system is not funded.
- Assumptions for Next Fiscal Year:
 - Continue to advocate and develop a Stewardship Ministry, under the leadership of Rev. Temerson.
 - Establish a Fundraising Coordinating Committee.
 - Support the work of the Facility Rental Team.
 - Continue to encourage the congregation to honor pledges. Historical note: in the past three years at least 95% of pledges have been paid. A small percentage of these pledge payments are made in the next fiscal year, and not the year they were pledged.
 - If COVID negatively impacts revenues, quick action will be taken to reduce expenditures.
 - A mid-year review will be conducted and adjustments made if needed. If actual revenues are exceeding projections, consideration will be given to restoring Professional Expenses, increasing the contribution to the UUA, and increasing reserve accounts.

To review the Monthly Financial Dashboard, and the FY 22-23 Line Item and Program Budgets use this link:

<https://uucharlottesville.org/financial-information/>

Submitted by: Kay Frazier

Report of Interim Lead Minister; May 2022

Rev. Linda Olson Peebles

This is my final monthly report to the Board.

Our work at UUCville this past month has been focused on preparing for good endings – financially, spiritually, and logistically; and on preparing for the transition over the summer to be ready for new beginnings and the arrival of Rev. Tim.

I am so appreciative to the many wonderful folks who have been working with Rev. Leia, Sean and me to manage all the many aspects of this work, all the while negotiating the discomfort and uncertainty caused by the changing climate and Covid fluctuations – parties, meetings, evals, etc. Kay Frazier’s work should give everyone confidence in managing finances. The Pastoral Care teams are in great hands, and I am grateful for the continuing good work of the Worship Weavers. Lorie Craddock and the other Sunday morning teams (logistics, welcoming, ushering, hospitality) are such a faithful presence. Karen Prairie is making sure the Social Action Collection process will continue, and all the other folks working on Social Action projects of the church are doing well.

Your own Board Executive Committee has done a great job of keeping track of all the issues facing the congregation now, and into the near future. Many thanks to Pam, Elizabeth, Beth and Kay for their leadership and close collaboration with me and the staff. And of course, it has been -and will continue to be till I leave - a total pleasure to work with the staff team at UUCville – Sean, Leia, Scott, Caroline and Leigha. How fortunate we all are to have them in place!

Rev. Tim asked me to talk with him weekly, to go over questions and background information he feels he would like to have before he begins the ministry with you August 1. (Note to you all: he likes to do his homework, and he likes to plan ahead!) I have been meeting regularly with him, and I will continue to be a resource to him as needed.

A reminder: the covenant between ministers is that I, as a departing minister, will take my cues from Rev. Tim and Rev. Leia about what, when, how I can be helpful – starting now as we prepare for the transition, and certainly once my employment with UUCville ends July 1. After I depart, if I am needed for anything, it is important that the request come through your ministers.

I am for one more month your Lead Minister, and continue to fulfill that role as it pertains to things going on in the present. I remain responsible for Sunday mornings through June, and I have planned the rest of the summer Sundays in collaboration with Tim, Leia, Scott, and the Worship Weavers. I am available for pastoral care and emergencies until June 30.

My heart is filled with gratitude and wonderment that I was given the chance to know the wonderful folks who love and lead this congregation, and to help you feel steadier after some rocky times. You are headed for deep and marvelous ministries. May you feel the blessing, as you bless the world.



Gratefully, Rev. Linda Olson Peebles

Sunday Programming

In some respects, faith development programming is winding down with the close of the academic year upon us. Children & Family Faith Development will continue to meet from 9:30-10:30AM over the summer using the playground as our outdoor classroom. Our exploration of “World of Wonder,” this month included the cycle of life (with butterfly hatching kits going home with each family), habitats (gourd birdhouses to decorate and take home), life-giving plants (and the planting and taking home of sunflower seeds) and beauty in nature—which is all around us. Each lesson connects back to our Unitarian Universalist faith and interconnected web of life as we strive to live in harmony with other living things. Our middle school youth group and 8th & 9th grade OWL both wrap up this month. YRUU (senior high) has enjoyed weekly badminton competition on the Summit House lawn as well as other fun and fellowship. The hope is to have several middle and senior high youth gatherings over the summer to help our youth stay connected. Our emerging adults and young adults continue to connect with each other on Sundays and I’m watching for ways to support and sustain their efforts to form a cohesive and ongoing group. The Marking Passages Sunday service on May 22 was both beautiful and meaningful. The popsicle party after church was a fun way to welcome Rev. Tim and celebrate, on such a hot day, our milestones together. I will preach May 29 (Flower Communion and Memorial Day) and then we will celebrate our high school and college graduates on Sunday June 5 with our Bridging service. Sunday June 12 is a big day as we say THANK YOU and bid farewell to beloved Rev. Linda. We will give testimony to her powerful ministry with us these past two years and honor the many gifts of her ministry to our larger denomination as she moves into retirement. We’ll celebrate LGBTQ+ Pride in worship on Sunday June 19.

Adult Faith Development

Our AFD programming is wrapped up and on hiatus until the fall except for Active Hope which continues to meet once a month as a place for people to cope with and address climate change.

Pastoral Care

Involvement in pastoral care and meeting with individual congregants continues to be a significant aspect of my work. I meet monthly, along with Rev. Linda, with the Pastoral Coordinating Team. It was a joy to officiate at the wedding of Cooper Brett and Kaitlyn Staples on May 21. I will preside over a private memorial for a church family in the Remembrance Garden this week as well as the celebration of life for Mary Rose Curtis May 28 at 2PM.

Building Use & Re-opening Task Force

The task force is meeting every other week and checking in with each other in between as needed.

Fundraising

I am meeting with a small group to support efforts for additional fundraising this spring to help close the budgetary gap.

Next year: 2022-2023

I am delighted to have met Rev. Tim and look forward to our collaboration and ministerial partnership. We are already in conversation about the fall and are planning together. Plans for faith development for children/families, youth and adults is ongoing with an eye on covid and safety.

With gratitude,
Rev. Leia

Sean Skally

COVID-Safety

- Worked with Building use team to keep out congregation, staff, and renters safe
- No congregational passings reported to us from COVID-19
- Maintained building contact tracing logs
- Created masking donation system

Finance

Finance Recap

	As of May 24th 2022	As of May 24th 2021
Total Revenue	\$513,004.68	\$395,426.89
Total Expenditures	\$448,434.19	\$458,291.75
NET OPERATING REVENUE	\$64,570.49	\$ -62,864.86

- Opened new accounts at UVA CCU and moving away from Wells Fargo
- Revamped chart of accounts
- Worked with Kay F and Stan W to make sure Endowment bookkeeping is accurate
- Stopped PayPal and Give Lively Automatic payments for pledges, all payments go through Breeze now.
- Created 5 year Budget recap

Financial Reports

- [Budget Vs Actual YTD as of 05-24-2022](#)
- [Statement of Activity YTD as of 05-24-2022](#)
- [Statement of Financial Position YTD as of 05-24-2022](#)
- [April UUCEF YTD Report](#)
- [April UUCEF Monthly Statement](#)

Administration

Safety & Security

- Worked with police on break in, installed deadbolt on mailroom door
- Worked with Caroline and Leigha Rae to create a COVID supply area
- Working with Police to track down fraudulent checks

Regulatory

- Submitted Name Change documents to VA SCC as well as Fictitious Name documents
- Denied 501(c)(3) due to lack of Bylaw intention compliance; voting at the congregational meeting

Attendance

YEAR	2022	2021	2020	2019	2018	2017
Jan	91	194	288	208	265	230
Feb	94	183	154	229	208	271
Mar	120	179	100	205	238	289
April	131	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	
Nov	99	134	214	202	225	
Dec	84	146	161	169	238	

Information Technology and Computers

- Installed multiple smart devices for climate control
- Worked with Green Committee to walk with power company and identify areas of concern
- Upgraded 3 computers
- Donated 2 computers to congregants
- Installed Nest Doorbell for safety and Google Home Display
- Migrated from DropBox to Sync
- Set up WiFi Net for main building and for Summit

Communication

- Asked Jude B and Steven for help with restarting communications committee
- Continuing to work on icon for UUCville

Membership

- Worked with Stewardship and membership to get an accurate representation of members in Breeze and to remove inactive members
- Created multiple forms for new membership interest

Personnel

- Hired new office assistant Leigha Rae
- Working on on-boarding Tim Temerson
- Worked with Alex to end position

Buildings and Facilities

- Rentals:
 - Blue Ridge Music Together
- All screw in bulbs replaced with LEDs
- **Gardens and Grounds**
- Removed dead trees from around the property
- Tilled the playground
- Repaired playground fences and shed
- Worked with Beverly Gorham and volunteers to paint main office and hallway
- Hired a new Lawn Service

Membership Report: May 22, 2022

April 27, 2022 reported membership: 299

Joined:

Clarisse Repass

Kendall Repass

Angela Orebaugh

Tammy Wilt

Total members as of May 22, 2022: 303

Communications to the Board:

Dated May 23, 2022, 1:55 PM

Marlene Jones to the Board

I appreciate the work staff and congregants in leadership positions have put into the proposed budget.

Unfortunately, I cannot vote for this budget, I believe the proposed budget overestimates revenue and underestimates the inflationary cost that will be faced next fiscal year.

I wish this process would provide me with the opportunity to vote for something instead of having to vote against a single proposal, therefore, I will abstain from voting for this budget. I wish we would re-engineer the process in the future to allow greater input from congregants.

I understand how difficult it is emotionally and how hard it is for leaders to make these difficult decisions, however we are not in a period of growth. We need to be able to put our developmental minister in a position to successfully develop the congregation, not, as I believe this budget does, in a position of constant fundraising and re-asking for financial assistance throughout his first year.

We have a history of not being able to support these aspirational budgets. The data shows we have not supported these in the past and I believe this budget goes backwards to a time of fiscal planning based on overly optimistic projections.

The harsh reality is this means cutting staff positions, and decreasing pay and benefits for remaining staff. This also means reducing what we are able to provide in services and hiring temp staff as needed for specific gigs or jobs as we can afford.

I know it seems counterintuitive, but I truly believe in order to grow in the future we need to cut back dramatically in the present, then fund full-time staff positions after we have shown we can sustain the funding over time.

Marlene Jones

Member since 2005

Dated Tuesday, May 24, 2022 (Response written by Elizabeth Breeden)

Marlene,

I appreciate how much thought you give the budget each year and the insight you provide. With the shift in the world about whether to isolate for COVID control or to let a pandemic resolve itself as endemic, and commit to “staying open” using caution, I think we see that we can meet the “outside income” goals through events and rentals. We squeaked in this year with a balanced budget. We didn’t save any money and for those who believe in our fair share to UUA, we didn’t do that. But, and yet, our homeschool group is showing they are very interested. A meditation group is interested in a regular gig. Two brave women popped up to say they’d lead the yard sale. So we see progress and are not basing our hope on air.

Quite frankly, Linda’s heroic efforts to confirm that our membership numbers are actually our membership number (303), gives Rev. Tim a baseline from which to grow. We are seeing new members already and new members are how we actually put a solid footing to our appeal and justify our high staff ratio.

You are right about inflation, but if we all go to hell in a handbasket, I can’t imagine a better person to do it with than you and the rest of us.

Sincerely,

Elizabeth