

Unitarian Universalist Congregation of Charlottesville
BOARD OF TRUSTEES MEETING Minutes
April 27, 2022

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: Breck Gastinger, Kelsey Cowger, Hayley Owens, Steve Brecker; Staff members: Rev Linda Olson Peebles, Rev Leia Durland-Jones, Sean Skally

Absent – Jim Gorham

Guests – Bev Ryan, David Shutt, Jude Bias, Greg Townsend

I. Opening - (20 mins)

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

1. Opening Words -
2. Check-In: one to two minute check-in:
3. Community Time / Public Comment - There were no comments shared at this time.
4. Acceptance of Agenda

MOTION: Elizabeth made the motion to Accept the agenda

Motion was seconded by Hayley.

The Board unanimously accepts the agenda.

5. Written Correspondence (None for 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

- Conflict resolution: has been revised in the past. DAF is responsible for the safety of the congregation. There is a question about the police department being called as part of our conflict resolution.

- Decision was made by the executive board to allow the entire board to read the policy and then vote on this at the May 2022 meeting.
- Connie Cheetum committee: Three to six members of committee- Elizabeth and Beth will create this committee.

3. **Treasurer's Report** (Written) - Kay Frazier

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

- Rev Linda complimented the work of the hard working members of the pledge drive, especially Kay and Jim

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

- Women's Spirituality Group gathering to plan groups of women who are interested in being together exploring their spirituality.
- Appoint GA Delegates soon

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

- Grateful to the volunteers of the Building and Grounds committee and the committee meeting to create more ways to use our building for rentals.
- There have been unexpected and very frustrating technical problems during the services on Sunday.
- A volunteer is working with Sean on Sunday mornings.

https://docs.google.com/document/d/1Z5FJKz3tOviffwHpiwd7G81BzkvWYFmlj-HOyP_B2s/edit?usp=sharing

7. **Building Use Task Force:** (oral) Greg (20 minutes)

**Discussion of clarifying parameters of reopening.

- Difficult to get a grasp of where we are because we have data from the BRHD, which looks pretty good (cases are low). Data may be underestimated.
- CDC numbers show the death rate and admissions to the hospital and we know that those numbers in our area are high due to the admissions to UVA hospital from all over the state.
- The task force has been operating on the charge since March 2020: we do not want any positive cases in our congregants. Can we move toward a different charge: educate congregants about the risk, stay masked, and stay open.
- Metrics have always been based upon the case rates in the community, but now the numbers are not as easy to trust because the test results are not easy to track. Now the information is not as helpful to make "rock solid" recommendations.
- We thought we could "ride this out" [regarding the pandemic] for a period of time and now we know that this is not going away any time soon. The pandemic is now moving into endemic (it may be here in some form for our lifetime). Since a significant number of people are not immune the virus will continue to replicate and variants will continue to be created.

- The task force met last night, decided that rentals should come back into the building with the church being kept relatively open/aeration at its highest. The renters should pose no risk to staff and congregants.
- Important to note: we are grateful for the leadership's patience as well as the congregation's patience that everyone has been willing to deal with frustration and anxiety with the goal of keeping everyone safe.
- Pediatric vaccinations have not been available yet for children under the age of 5. Young children and those who are immunocompromised are still at high risk and their loved ones feel more comfortable if everyone stays masked.
- Rentals: Goal is to invite renters back into the building, educate our renters, keep staff away from renters as much as possible, keep windows open as much as possible, and recommend mask wearing by the renters. We don't have many renters at this time.
- Protecting the most vulnerable among us is one of our core values. Open the building with the requirement of masks until vaccinations are available for all ages.
- Decision was made to have the board think more about this and talk again in one month and the policies that have been in place will continue until a vote at next month's meeting.

8. Membership Report (written) - Membership Committee
Membership is currently: 299

9. Board Liaison Reports

- Nom Committee: (oral) Breck Gastinger
Unveiling of the slate:
Vice President: Bev Ryan
Secretary: Hayley Owens
Member at Large: (Hayley's open seat for two years):
Member at Large: Renee Brett
Personnel: Lorie Craddock, Janice Walker, Carol Garner
Nominating Committee: Kelsey Cowger, David Shutt, Kathy Lawder
- Personnel Committee (oral) - Elizabeth
Personnel met and created a calendar.

III. Electronic Motions (1 minute)

1. Approval of the March 23, 2022 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 (mins)

V. New Business – (50 mins)

1. **Budget:** (Kay 20 minutes)
 - Recognizes the hard work of the finance committee.

- Jim Gorham and Kay sent out emails and letters. Rev Linda reached people who had not yet pledged but who seemed like they were still wanting to pledge.
- Able to fund an 11 month salary for Rev Tim. There will be an additional cost in the next fiscal year.
- \$17,000 to pay staff/contractual services in order to maintain our dual platform
- Update on what this fiscal year is looking like:
- We did not reach the initial pledge goal but we averaged an increase by 2% by all pledges.
- Things not funded: The full time staff decided to reduce their professional expenses (continuing education, conferences), the UUA contribution will stay at \$5,000, which is very low, and we are underfunding the buildings and grounds (replacement of the HVAC system in Summit House).
- Finance Committee feels strongly that at mid-year (Dec 2022) we need to look at our revenue:
- If our revenue allows, we will contribute to staff professional expenses, building and grounds, and increase our contribution to the UUA.
- **Breck made a motion to affirm this budget as presented**
- **Elizabeth seconded this motion**
- **The Board unanimously voted in favor of this budget.**
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- 2. **Connie Cheatham Award:** Committee needs to be selected (5 minutes)
- 3. **Conflict Resolution Policy review:** Elizabeth
 - Elizabeth will review the wording and present the resolution policy at our next meeting in May.
- 4. **Plan for congregational meeting:** Pam (15 minutes) Will plan for a dual platform for the meeting to make sure that everyone is included.
 - Set the agenda for the congregational meeting June 5, 2022
 - Nominations, bylaw changes: 501(c)3 statement in our bylaws, annual reports from all the committees to report (back to Elizabeth with Sally Taylor's assistance), Ministerial Search Committee present our new Developmental Minister, reports from the Lead Minister, President.
 - ** May 26th (10 days prior) to the meeting the agenda, bylaw changes, nominations need to be sent to the congregation.
 - Pizza lunch after church and then start meeting at 12:30

VI. Closing Activities (5 min)

1. Process Review –

Decisions making about the Building Use Task Force were very open, well done, and good communication. Kay presented the budget extraordinarily efficiently after MANY hours of hard work from many finance committee members.
2. Things to do / communicate:
 - ** Elizabeth and Beth create Connie Cheatham Award Nominating Committee
 - ** Elizabeth will review the Conflict Resolution Policy, make necessary changes and present back next month.
 - ** Pam, Elizabeth, Beth: create the Annual Congregational Meeting packet to be sent to the congregation (goal date to send is May 19).

** Pam and Kay get together to present the budget and be celebratory with how the pledge drive ended.

**Long term “bike rack”: - Reflection and taking next steps from last month’s “deep dive” from membership and nominating: (Pam)

- *—Leadership development: developing us all as leaders
- *—Healthy communication and being in a covenantal relationship
- *--Volunteer coordination

**Discussion for transition from Rev Linda’s term to Rev Tim.

**Rethink and imagine fundraising.

3. Closing Words

Dates to remember

Next UU Charlottesville Executive Board Meeting: May 18, 2022 6:30 pm

Next UU Charlottesville Board Meeting: May 25, 2022 6:30 pm

REPORTS

President’s Report to the Board, April 27, 2022

Pam McIntire

In the last couple years, we have made remarkable progress in coming together as a community, beginning to create a joint vision of our purpose and stewardship of our resources. We are coming to the end of our interim years with Rev. Linda. Just as we had hoped, our interim years have helped us see ourselves more clearly from a new perspective and we are ready to move into targeted work on goals for developmental ministry.

I am overjoyed that we have hired Rev. Tim Temerson to join us as our Developmental Minister in August, 2022! Rev. Tim brings considerable wisdom, skills and passion to Unitarian Universalism and I look forward to him joining us in our work to build our UU community.

As we continue to adapt to the world in a pandemic, we need to reconsider goals for managing our response to COVID risk for our congregation. When the pandemic started, our goal was to make sure that no one got COVID through participating in a church activity. We did this to protect both our congregants and the larger Charlottesville community. We have been successful in this goal. However, our connections to one another and our finances have suffered. We have had decreased collections on Sundays and decreased rental income and this has severely stressed our budget.

This month, we need to consider what direction we want to give our Reopening/Building Use Task Force. Do we want to continue with a goal of no one getting COVID while participating in activities in our church – recognizing that with new variants and surges, this may mean returning to decreased in-person participation and even closing down again? Do we want to consider the risk of losing member participation and connection and the financial risk of limiting in-person events? What is the cost of limiting in-person contact to our members’ spiritual and emotional well-being and how do we balance that with the COVID risk to our most vulnerable members?

Once again, we had an inspiring Pledge Drive. We were successful in that our creative pledge drive team made it fun and energizing, many members considerably increased their pledges and so many people participated. Unfortunately, we did not meet our goal for this year. Kay, Jim and the Finance Committee have worked hard to craft a balanced budget for 2022-2023 which can continue our ministries as best we can. Sadly, we had to return to members who give the most financial support to ask, yet again, for further increases in their pledges. This pattern of pledges not meeting expenses is extremely concerning and perhaps not sustainable.

The April board meeting will be full with preparing for our Congregational Meeting on June 5, discussing our budget, and re-evaluating our COVID response goals. But, I want to bring up a few things we need to continue to think about in the months ahead.

- We need to prioritize training for the whole congregation to be welcoming - perhaps in a church wide relational campaign.
- We need to think about creating a Fundraising Committee to prioritize and coordinate fundraising.
- We need to prioritize communications throughout the congregation and larger community.
- As a board, we need to set regular opportunities for Congregational Conversations.
- We need to consider renewed covenanting, ensuring healthy communication patterns, and clear structures for congregants to voice ideas and concerns.
- We need to continue to support leadership development.
- We need to reflect on the deep dive we did with the Membership and Nominating committees.
- We need to consider how we support young adult ministry.

With so much progress, so much to consider and so many opportunities for change and growth, these are very exciting times. I look forward to many more discussions to shape and energize our congregations' path.

Vice President's Report to the Board, April 27, 2022

The process to select the next year's Social Action Collection has begun and the call was made to ask congregants to suggest nonprofits with whom they are associated to submit applications.

The process to begin the Connie Cheetham Award nominations is included in this packet and the Board is charged to select a Committee to select the award recipient.

The Mental Health Committee prepared a revision of the Security Policy, renaming it a Conflict Resolution Policy. It was reviewed last year but never passed the Board. It too is included for your review, to be voted on at our next meeting.

Personnel met and discussed the "overall" job of the committee and reviewed a calendar together to create committee job deadlines for: Salary/benefits/equity, job descriptions, evaluation and review of the Personnel Policy Manual. The committee also reviewed the Conflict Resolution policy and suggested one addition, stating the job of the DAF in building and congregational security.

Elizabeth Breeden

Suggested changes to the following policy

Attending: Carol Saliba, Marc Goldberg, Johanna Woodchild, Heidi Poon, Elizabeth Breeden

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

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 Pastoral 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. 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.
- 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 Pastoral Minister and Board President. A copy of this letter will be kept in a secure file to which only the Minister and Board President have access.
- 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 in the future?

B. Committee Response and Official Action Taken:

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

LEVEL TWO: (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 THREE (Suspend)—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. A copy of this letter will be kept in a secure file to which only the Minister and President have access.

LEVEL FOUR (Expel)—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 so, a letter will be sent by the Lead Minister and the Board President explaining the expulsion. A copy of this letter will be kept in a secure file. 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 a qualified professional individual or group counseling to a church member(s)/friend(s) who has been adversely affected by the disruptive behavior or may refer them for additional help.

HOW TO Conduct the Connie Cheetham Award

1. Board creates a committee (March) to call for nominations and decide on the winner. Usually the award is presented in May. Change the alias email accordingly.
2. Send out the Call for Nominations both in the public communications to church members and individually to past award winners. Update the church website. For example:

A Call for Nominations for the 2019 Connie Cheetham Award

The Connie Cheetham Award is an honor bestowed on a volunteer from our congregation who has offered distinguished service to TJMC in one or more areas of church life. More than one individual can be nominated to jointly receive the award (usually, but not necessarily, as a couple). This is a lifetime achievement award and nominees must have been church Members for a minimum of seven (7) years. Please include a description of the contributions of your nominee and email it to cheethamaward@uucharlottesville.org or put a written application in the Board Secretary's mailbox. All applications must be received by May 9th, 2019.

Our past recipients whose names are posted on a plaque next to the entrance of the Church Parlor include the following:

Connie Cheetham, Ed Jones, Bonnie Sheppard and Bill Spurgin, Carolyn Silver, Al Reynolds, Edith Good, Waverly Parker, Christa Pierpont, Dell and Tony Smith, Kay and Sandy Peaslee, Phyllis and Gordon McKeeman, Stephanie Lowenhaupt, Margaret Jones, Ruth Nelson, Lois Brown, Elizabeth Breeden, Trudy Rohm, Dick and Greta Dershimer, Sally Taylor, Virginia James, Ruth Douglas, Josie Pipkin, Bob Gross and Jean Shepard, Pam McIntyre, Pam Philips, Shirley Paul, Margaret Gorman, Jean Newland, Linda & Frank Dukes, Patty Wallens

3. Order the Flaming Chalice pin and name plate for the wall plaque. They have all the info on file at Frontrunner Signs. (online or UU website for Flaming Chalice pin?)

Suggestions:

We had quite a discussion on how to make the choice among the committee members last year. I'm quite comfortable using a good deal of discretion, weighing a number of factors, such as:

- How good is the nomination letter? Sometimes you get sent a list of names with no info or just a line. Not helpful. You may have to ask people for recommendations in addition to making the announcements. It takes some time and effort to write a good nomination.
- Is the name a leftover from the year before, someone who is eminently qualified but was preempted by another candidate in a previous year?
- Are there multiple nominations for one person?
- The state of a person's health may tip the scale toward "better do it this year."
- Usually there is an obvious candidate or two or three. Though the rules only say active for seven years, I think of this as more of a lifetime achievement award.

4. Remember to involve the recipient in scheduling the award ceremony with staff usually for a Sunday morning worship service. The person has to be present and hopefully the ceremony will fit in well with the service. Put together the award ceremony introduction letter, and run it by the winner for corrections. The recipient may want to emphasize some things more than others.
5. The day after the award is presented, it is traditional to send letters to the other folks nominated thanking them for their service and sending them some of the nomination letter(s). Usually this comes from the board member on the committee--the Secretary if she is part of the award judging team

Treasurer's Report to the Board, April 27, 2022

Budget Proposal FY 2022-2023

The Finance Committee unanimously supports this proposed budget and recommends affirmation by the Board.

Budget Priorities

In January the Finance Committee and the Board identified the budget priorities for FY 22-23 as follows:

- Pay and support for Developmental Minister
- Support for hybrid services
- Continued support for our ministries, community, and social actions
- Fair pay for staff (based on the UUA recommendations)
- Increase contribution to the UUA Annual Program Fund
- Increase funding for the Buildings and Grounds Reserves
- Make payment on no-interest loan

Revenue Challenges

To fully fund the priorities a 5% increase in pledges (pledges + pledge matches) was needed. The total pledges and match for FY 21-22 was \$475,719. The total pledges and pledge match, to date, for FY 22-23 total is \$479,132. It is encouraging that the total for FY 23 is slightly higher than FY 22, but we did not meet the goal of a 5% increase.

The Finance Committee has also expressed concerns regarding lagging revenues through facility rentals, unpledged donations, plate offerings, and fundraising. COVID restrictions have certainly negatively impacted revenue streams in some areas. Also, fundraising projections have not been met for several years and need to be reevaluated.

A significant factor in balancing the budget for FY 22-23 was the elimination of the Assistant Minister position in FY 21-22, a savings of \$13,769 for FY 22-23.

FY 22-23 Budget Proposal

The priorities funded in the proposed budget are:

- Salary and benefits for our new Developmental Minister, the Rev. Tim Temerson. The budget reflects **11 months of funding** for the position as Rev. Temerson begins work August 1st.
- Pay increases for staff, per the recommendations of the Personnel Committee.
- Staff support for dual platform services and video editing is funded at \$17,000. Staff requested funding of \$18,000.
- Increased costs for grounds maintenance contractual services for mowing and snow removal, an increase of \$2,500.
- \$3,000 allocated to the Buildings and Grounds Reserves, an increase of \$1,000 from FY 21-22.
- A \$1,000 payment on the unsecured loan.

Priorities reduced and items not funded in the proposed budget are:

- Full time staff professional expenses for next FY have been reduced, including expenses for Rev. Temerson. These reductions were agreed upon by full time staff.
- UUA Program Contribution remains at \$5,000, the same level as in FY 22-23. The recommended contribution is \$37,733.
- Although there is an increase in Buildings and Grounds Reserves, more funding is needed. Arboriculture services are not funded in this budget.
- The HVAC system replacement for Summit House is not funded, an estimated cost of \$15,000 - \$17,000.


Recommendations for Board Consideration

Along with review and affirmation of this budget the Finance Committee recommends the following in support of sound fiscal management for the next year and into the future:

- Embrace and develop a stewardship ministry in the coming fiscal year, with leadership from Rev Temerson.
- Form a committee/task force to lead fundraising, to research and develop fundraising ideas, identify leadership for the events/ activities, and develop a fundraising event calendar.

- Support the work of the Facility Rental Team. The team is already formed; work is underway with tentative plans to complete a preliminary report to the Finance Committee and Board in June 2022.
- If during the next fiscal year, COVID restrictions require closing or severely limiting access to the buildings for services, classes, meetings, and rentals; the Finance Committee and Board should take quick action to curb expenses.
- Conduct a mid-year budget review. If revenues are exceeding projections consider funding these priorities mid-year:
 1. Restore full time staff professional expenses.
 2. Increase our contribution to the UUA Annual Program Fund
 3. Increase the Buildings and Grounds Reserves

Submitted by Kay Frazier, Treasurer

 FY23 BudgetFinal.pdf

Lead Minister's Report to the Board, April 27, 2022

Worship and Faith Development

- Each week of our dual-platform worship offers us a chance to learn! We are now allowing up to 100 in the sanctuary (we had 83 on Easter), up to 30 in the Social Hall (where families with young children can feel safe), and our on-line attendance has held steady in the 50-ish range.
- I offered a 2-session version of the Creating Your Own Scriptures workshop to an appreciative group of 12 members of 1st UU Richmond (part of our support to the grieving congregation and ministry team there).
- I officiated the Bob Gross memorial April 23rd.
- Scott's in-person choir rehearsals are going well, and the choir has sung in worship four times this spring so far.
- I am creating the summer preaching schedule, which will include 3 services led by Rev. Tim in August! I will leave full liturgy texts for the Worship Weavers to use after I leave.

Faith in Action

- Karen Prairie has been accepting nominations (until May 4) preparing for a May gathering of social action leaders, to select Social Action Collection recipients in the 2022-2023 church year.
- I have recruited Rev. Michael Cheuk (of the Cville Clergy Collective) to preach in person at UUCville May 1 about his insights into the Swords into Plowshares project.

Stewardship

- Many thanks to the hard work of Kay Frazier, Jim Gorham, Jude Bias and others in helping with the April 1-17 Pledge Drive "clean-up". I will be convening a meeting to review lessons learned, and begin making plans to support the Stewardship Ministry going forward with Rev Tim.

Preparing for the Future

- I have had several conversations with Rev. Tim, to ease his transition into the job
- I have also been having some conversations with folks I would like to encourage into leadership.

IMPORTANT DATES – Board member attendance is important:

Sunday May 22 – Marking Passages Sunday service, and after church, a party with cake! to celebrate the events we missed during our 2-year Covid shut-down – birthdays, anniversaries, graduations, marriages, memorials.

Sunday June 5 – Bridging Sunday! and the Annual Meeting at 1pm.

Sunday, June 12 – Rev. Linda's last Sunday, followed by a good-by reception.

Gratefully, Rev. Linda Olson Peebles

Minister of Faith Development's Report to the Board, April 27, 2022

Sunday Mornings

Congregational life is lively as we gather for **Family Faith Development** most weeks at 9:30AM. The warmer weather is a delight as we continue to meet outside using the playground and Summit side yard as our outdoor classrooms. This spring and summer, our families with children in fourth grade and younger are engaged in hands-on exploration of our 7th UU Principle honoring the interconnected web of all existence of which we are a part. We are using UUA curriculum "World of Wonder," and sessions so far have included celebrating the web of life, learning about nature's partnerships between species, honoring our campus' sacred trees, and exploring the importance of balance in our ecosystems. Each lesson connects back to our Unitarian Universalist faith. Our **middle school youth group** meets at the same time as Family Faith Development with both service, learning activities, and FUN. Our **8th & 9th grade OWL** is in the last month of their important comprehensive sexuality education program. **YRUU** (senior high) meets weekly for hikes, deep conversation, volunteering at Casa Alma or making meal packets for those in need at the UVA medical center. We have a dozen **emerging adults and young adults** connecting with our congregation and each other on Sundays! It is exciting to engage with this group as they discern how they would like to use their time together.

The Winter/Spring Semester of **Adult Faith Development** is winding down. I had a wonderful time with the participants in my **Exploring UU Spirituality Class** during March. We had nineteen people participate in **The Gender Binary and the Trans Experience class**. My hope is to provide more opportunities for us to learn more about this important area of interest. We will have a class focusing on **medical aid in dying** in early May. The **Active Hope** group continues to meet once a month as a place for people to cope with and address climate change.

Involvement in **pastoral care matters** and meeting with individual congregants continues to be a significant aspect of my work. I have been meeting monthly, along with Rev. Linda, with the Pastoral Coordinating Team. I am working with the family of Mary Rose Curtis for a memorial celebrating her life on May 28 at 2PM. I look forward to conducting the wedding of Cooper Brett and Kaitlyn Staples in May.

I continue to meet regularly with the other members of the **Building Use & Re-opening Task Force** and am grateful to the wonderful members of that team for their ongoing commitment and time. I have also been working with Rev. Linda and a small group exploring fundraisers and upcoming special events.

Our congregational **celebration of Easter** was pure joy. From our worship service to luncheon to activities (including paper mache egg decoration, temporary tattoos, spring garland crown making, soccer game, daffodil bulb give away to egg hunt in exchange for an Easter goodie bag) it was a wonderful day. Thank you to all the volunteers and to RE Assistant, Caroline Heins for making it such a great day.

Upcoming events include: a pizza picnic party with winners of the pledge drive raffle, serving as the guest preacher at the UU congregation in Lynchburg on May 1, our special *Marking Passages Sunday* service on May 22, and after church, a party with cake to celebrate the events we missed during our 2-year Covid shut-down – birthdays, anniversaries, graduations, marriages, memorials.

I will be preaching on May 29 (Memorial Day weekend) 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 celebrate 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. Bring your hanky. We'll celebrate LGBTQI Pride in worship on Sunday June 19.

Submitted by,

Rev. Leia Durland-Jones

Director of Administration and Finance Report to the Board, April 27, 2022

Membership Report to the Board, April 27, 2022

Membership Committee Report: April 25, 2022

UUCville currently has **299 members** as of Sunday, April 24, 2022.

Four members joined in April 2022:

Kendall RePass

Clarisse RePass

Angela Orebaugh

Tammy Wilt

No memberships terminated in April 2022.

We have been joyfully welcoming newcomers and visitors, including longtime UUs from other states who have relocated here, and we are helping them get connected to our congregation.

Now that we are back having in person services, the Membership Committee has taken on the Greeters function as an official part of the Membership Committee. We are creating a Calendar whereby each Sunday of the month has a Greeters Team Leader who will be responsible for recruiting and replacing and reminding their team members of their weekly responsibilities and handling any schedule changes.

Currently, Christine Gresser is serving as the **acting** Greeters Program coordinator, but the Membership Committee is in the process of identifying and then recruiting a permanent coordinator.

Membership Committee Member Gayle Floyd has agreed to serve as the point person for handling/coordinating permanent Name Tag production and request and storage. Gayle will provide a list

of who needs a permanent Name Tag to Leigha Rae. Leigha has agreed to format and print the name tags on Avery name tag paper, as is the custom here at our church - the Office assistant orbits the name tags. Volunteers from the Membership Committee will come in and assemble them and put the new name tags in the display rack in the Foyer. A date has not been chosen for this printing or assembly project, but we are thinking next month (May).

All of our name tags in the display rack will be the same. They will be updated with the current name of the congregation. Members and friends who wish to ask for their old name tag back will be able to retrieve them.

We will not be encouraging certain small groups of friends to have special artistic handmade name tags, as some folks have had in the past. We have received feedback that some people at church sporting special beautiful name tags can cause some people who were not offered them to feel left out, or not part of the "popular group." Of course if people want to bring in their own special name tag from home, no one will stop them. But all of the name tags that live in the wooden display rack at church will all be the same, and uniform. Groups who want to make additional badges to wear, or buttons or pins, to help themselves "stand out" or be readily identifiable as a group (i.e. The XYZ Committee, the Blah Blah spiritual fellowship, Covenant Group X, etc., will be warmly encouraged to do so if they wish - but the UUCville congregational name tags themselves will all be basic, permanent, and uniform. (Side note: if the Board of Trustees does decide it wants special name tags, let us know - we will make you all special name tags each year which show your title and Board Membership.) :))

Finally, our Membership Committee member Kate Soderman had been volunteering for a while to take attendance at Zoom services during the pandemic. Taking attendance on Zoom is not an actual part of the Membership Committee job duties, So now that we are back in person and our committee is focusing on the wired array of job duties which fall squarely under our purview, we will be getting in touch with Worship team, Zoom Tech folks, and the Ushers program, to find out who will be taking that baton and handling the responsibility of taking attendance at Zoom worship each week now. (Caroline Heins had been doing it, then Kate Soderman was doing it, but this Zoom Attendance task does not have an official home or owner, and it's possible that UUCville will just stop taking attendance on Zoom now, since we don't (currently) take attendance in person? This is not in our wheelhouse so the Membership Committee does not have an opinion on whether or not UUCville takes attendance at Zoom services; we just know that we do not have any available volunteers to help with that task any longer.

Thank you, Board of Trustees, for all your great work! We send you lots of love and appreciation. Have a great Board meeting!

Warmly,

Christine Gresser; Co-chair, Membership Committee UUCville

Minutes submitted by Beth Jaeger-Landis