

Unitarian Universalist Congregation of Charlottesville
BOARD OF TRUSTEES MEETING MINUTES
September 28, 2022

Hybrid Meeting hosted on Zoom and in the Social Hall from 6:30-8:30pm.

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; Bev Ryan, Vice-President; Kay Frazier, Treasurer; Hayley Owens, Secretary; Renee Brett, Chris Little, Jim Gorham, Breck Gastinger, At-Large Members; Tim Temerson, Lead Minister; Rev. Leia Durland-Jones, Minister of Faith Development, Sean Skally, Director of Admin and Finance

Absent – Steve Brecker, At-large

Guests – Stan Walker, Greg Townsend

I. Opening - (20 mins)

- Opening and Closing Words: Kay
- Reporter: Breck
- Time Keeper: Renee
- Process Observer: Collectively (a new part of our process review is to ask “In our meeting today, how did we do with living our mission?”)

Reporter When you are the Board Reporter you can post your notes directly to the website with this link: <http://uucharlottesville.org/post> and someone from the communications team will review it and put it online. You can also send the text by email to communications@uucharlottesville.org.

1. Opening Words
2. Check-In: one to two minute check-in
3. Community Time / Public Comment
 - a. Stan Walker: Heard news about the financial surplus for last year – shares congratulations for this good news!
4. Acceptance of Agenda

MOTION: Breck made the motion to Accept the agenda
Motion was seconded by Bev
The Board unanimously approved the agenda.

5. Written Correspondence (None)

II. Electronic Motions (1 minute)

1. Approval of the August minutes happened electronically.

III. Developmental Goals Action Plans (Kay): 45 min

****Please read written action plans in advance and watch [this Ted talk](#).**

Written Action Plans document in reports to the board, discussion as follows.

Developmental Goal 1:

We want to define a broad shared vision of our purpose for being a congregation so that we can feel energized, dedicated, and aligned in the use of our resources.

This church year is a great time to engage our community in thinking about our mission. Defining our “why” will get people excited to do our “what.”

Rev. Tim stressed that the importance of developing the process is more important than the mission statement. This is how you get the congregation to own the mission. Likes the idea that the congregation would vote on the mission at the May congregational meeting. So important to have a thorough engagement process – help folks feel and know they are a part of drafting the statement. Very excited about this goal and action plan. Offers to be a part of this taskforce and has done this kind of thing before.

Emphasizes the importance of unity across the congregation. Chris Little also enthusiastically volunteers for this taskforce.

How quickly can we get a mission in place without compromising the process?

Next Steps: Breck, Chris, and Tim volunteer to work on Goal 1. Will discuss a charge for the task force and process and bring this to the next board meeting. Entire board thinks about who would be good to serve on this task force.

Developmental Goal 2:

We want to be a more welcoming, inclusive and anti-racist congregation, cultivating greater diversity in our membership and stronger engagement with the broader Charlottesville community.

This goal is a huge ongoing goal and a long process. The action items listed will help us get started in the coming year.

The recommended taskforce might be long-term. Not clear on what the next steps are for this goal. There are parts of these action items that are being currently acted on.

Action items seem like great statements for the strategic plan.

Congregational wide trainings will be a better sell once we have a mission. Often, the same people come to them and there is a low turnout. Could start looking into training and researching these actions, but the momentum will come once the congregation has defined their mission.

Taskforce for Goal 1 can make this a central theme for discussion as we define our mission.

Next Steps: Renee and Pam to hone goals based on feedback from the board discussion. There could be small goals that we can accomplish in the coming church year.

Developmental Goal 3:

We want to strengthen our Stewardship Ministry to manifest passionate support of our mission with time, wisdom, and finances.

Important to define what stewardship ministry means so that is not a question. Not just about financial resources, but also about human and physical resources.

The team wanted to deemphasize the intense effort that the pledge drive takes and make it more of a sustained effort year-round. Want to support the team that works on the pledge drive so that it is less intense.

Steering committee would be a test for this church year to see if it helps us manage our financial goals and resources in a year-round way.

DAF does not need to be a formal member of this steering committee. Will remain as a financial advisor.

Next Steps: recommend members for the Stewardship Steering Committee.

Developmental Goal 4:

We want to strengthen our internal processes and communication skills, build trust, and become more emotionally and operationally functional than we have been historically.

Need to develop an operationally functional governance model that supports our mission. Since the structure might change with the new mission, the next steps are to do some research into different operational models.

Some of the small action statements like posting the FAQs “What can I do to get more involved?” are great immediate steps that we can take.

Presently, how things work in the church is not easily transparent. Would be helpful to develop some clear statements about how different things work for people for clarity.

Next Steps: Pam and Bev will refine goals based on feedback. There could be small goals that we can accomplish in the coming church year.

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

IV. Reports (20 min) - written reports can be found at the end of the minutes, this time is reserved for questions. Votes on anything shared in reports will be taken in New Business.

1. **President’s Report** (written)- Pam McIntire
2. **Vice President’s Report** (written) - Beverly Ryan
3. **Treasurer’s Report** (written) - Kay Frazier
4. **Lead Minister’s Report** - (written) - Rev. Tim
 - First newcomer circle had 13 members! The folks were enthusiastic and it was a promising first meeting.
5. **Minister of Faith Development’s Report** (written) - Leia Durland-Jones
6. **Director of Administration and Finance Report** (written) - Sean Skally
 - \$466 came through Venmo for the yard sale. This amount is in addition to the other yard sale income.
8. **Building Use Task Force:** (oral) - Greg
 - Met last night. Good news! CDC maps show that the Charlottesville area is low risk. Numbers nationally for deaths are going down.
 - Some questions have emerged from the congregation:
 - Q: Given that youth are in school and not required to wear masks, does it make sense to require them to wear masks here? A: It is important for us to consider the health of advisors as well as immunocompromised or [unvaccinated](#) youth and family members. We are a caring community and

part of our mission is to care for every member of our community. It would be a disservice to put someone at risk. Recommended that youth remain masked while indoors.

- Members of staff have heard frustration and pushback from congregation members about continuing to mask. Our congregation remains committed to protecting each other and our community as an expression of our faith
- Q: Is it okay to have elders dinner indoors (rain concern)? A: Decided to push it back another week.
- Q: Neighboring faith groups visiting other congregations who may not be masking – should we require youth to mask? A: Decided to encourage youth to mask during church events.
- Q: Is there an endpoint to all this? Isn't it endemic? A: One thing that differentiates the flu from covid is long covid which still needs more study to treat. Taking precautionary measures is wise. *As leadership/ taskforce we need to do a better job talking about where we need to go from here.*
- Going to collect the offering differently this week. Hand to hand contact is a real risk of transmission because of the rapid hand to surface and then surface to hand process. Small containers of hand sanitizer will be provided and might use the handled baskets. Could also get people more comfortable with text to give.

9. **Membership Report** (Written) - Membership Committee

Membership stands at: 306

Membership increased by one additional member this month.

10. **Board Liaison Reports**

- Nom Committee: (no update) Breck Gastinger
- Personnel Committee (no update) - Beverly Ryan
- Communications Committee (written) - Steve Brecker

V. **Business (15 mins)**

1. **Church Signage Task Force Charge (Rev. Tim): 10 min**

****Appoint members to Taskforce and approve Taskforce charge.**

- Rev. Tim will convene the first meeting of the taskforce and then plans to step away.
- Board amended the charge to make Dec. 31st the deadline.
- Sean is not a member of the task force and will not attend these meetings but will get involved once ready to procure bids from contractors.
- **Motion:** Pam made a motion to approve the charge with edits and appoint the taskforce. Bev seconded this motion. The Board unanimously voted in favor to approve the charge and taskforce members as stated:

Church Signage Task Force Charge

The Church Signage Task Force is charged with providing a recommendation to the Board of Trustees for updating and/or replacing the sign on Rugby Road to reflect the congregation's name change from the Thomas Jefferson Memorial Church to the Unitarian Universalist Congregation of Charlottesville. The proposal should consider a number of factors, including but not limited to:

1. City of Charlottesville zoning/signage regulations
2. Visibility of the sign/name on Rugby Road
3. Aesthetics and compatibility with our overall gardens & grounds vision
4. Costs/affordability

The Board expects the Task Force to work closely with DAF, Sean Skally, who requests bids and works with potential contractors. The Task Force is also encouraged to develop an avenue for gathering input from the congregation, perhaps by creating a special email address and/or holding 1-2 after service tables in the Social Hall to engage members and friends in conversation about a new sign.

Upon developing a recommendation for the sign, the Task Force is asked to share that recommendation with the Finance Committee and the Board no later than December 31.

Church Signage Task Force Members

Breck Gastinger
Steve Brecker
Liberty Powers
Elizabeth Breeden

2. Young Adults Group Update (Hayley): 5 min

- Board is very supportive and excited about this group gaining momentum.
- Something to consider is if the Young Adults group would like to ask for funds to host a retreat or other activity. If interested, discuss with Rev. Tim and bring the idea to the board.

VI. Closing Activities (5 min)

1. Process Review – In our meeting today, how did we do with living our mission?
 - a. Skipped break, so reflected on gratitudes during process review.
 - b. Wrapping up meeting on time despite in depth discussion on action items. Good plan to host the developmental action goals conversation at the start of the meeting.
 - c. Meeting was flexible to accommodate visitors coming to present reports then picking up where we left off.

- d. Gratitude to Kay for doing a remarkable job with helping the board develop action plans for our developmental goals. The board appreciated the process that we have gone through and Kay's excellent facilitation skills.

2. Things to do / communicate

- Goal 1: Breck, Chris, and Tim volunteer to work on Goal 1. Will discuss a charge for the task force and process and bring this to the next board meeting. Entire board thinks about who would be good to serve on this task force.
- Goal 2: Renee and Pam to hone goals based on feedback from the board discussion. There could be small goals that we can accomplish in the coming church year.
- Goal 3: Rev Tim, Jimmy and Kay will set the next meeting. Need to recommend members for the Stewardship Steering Committee.
- Goal 4: Pam and Bev will refine goals based on feedback. There could be small goals that we can accomplish in the coming church year.
- Board Members share excitement about action goals during Sunday Board Welcome – but please keep these welcomes to under 2 minutes.
- Rev. Tim will convene the Signage Taskforce.
- The Executive Committee will revisit and respond to the email from Bayard who wrote on behalf of the elders/active minds.
- Hayley to send thank you notes.

3. Closing Words

Dates to remember

Next UU Charlottesville Executive Board Meeting: October 13, 2022

Next UU Charlottesville Board Meeting: October 26, 2022

*Minutes respectfully submitted,
Hayley Owens, Board Secretary*

Reports to the Board

Board Retreat Summary

Prior to our Board meeting please review the summary and watch the TED Talk video linked in Goal 1. To begin our discussion each team will have a few minutes to introduce the work of the team, providing any information that is pertinent to a full Board discussion.

The suggested discussion goals are:

- 1) To finalize our plans for the church year. Questions to consider: Can we distinguish what is Board work and the work of the congregation? Are the action statements achievable in the church year? Do we have the resources to carry out the action statements?
- 2) To establish Board champions/leaders for each Developmental Goal. The champions' suggested tasks are to identify stakeholders and congregational leadership, engage the congregation, and spearhead the work of the action statements. Each team will give a brief monthly report to the Board on the progress of the action statements.

Developmental Goal 1:

We want to define a broad shared vision of our purpose for being a congregation so that we can feel energized, dedicated, and aligned in the use of our resources.

Goal 1 Team: Breck Gastinger, Chris Little, Hayley Owens

Supported ideas: Reevaluate and revitalize the covenant and the mission statement with members of the congregation. Have a mission/vision so powerful that it makes us get up and do something. Explore models for establishing our mission.

Action Statements:

- Board watches Simon Sinek TED talk that Jimmy shared in advance of the September 2022 board meeting. [Linked here](#)
- A Board Member team defines what a mission and vision statement are and communicates this to the board.
- Engage and empower a Taskforce with a charge to evaluate, revise, and replace, if necessary, our mission statement by March 2023. Part of their charge will emphasize the importance and necessity of engaging the congregation broadly.
- Use these statements to guide and inform budget and strategic priorities for 2023.

Supporting ideas: Decide if we need a new strategic plan grounded in vision measured by the SMART goals.

Action Statements:

- Board needs to decide if a robust and specific mission and vision statement is enough or if we would also like to develop a multi-year strategic plan.

Developmental Goal 2:

We want to be a more welcoming, inclusive and anti-racist congregation, cultivating greater diversity in our membership and stronger engagement with the broader Charlottesville community.

GOAL 2 Team: Pam McIntire, Renee Brett, Steve Brecker

Supported ideas:

- Welcoming and inclusive outreach for all, but especially young adults, college students, multicultural, anti-racist, anti-oppressive, and LGBTQIA2S+ communities.
- Clear path to membership
- Coordinate our social justice initiatives to provide a united message of who we are as UUCville to the community.
- Support multicultural diversity throughout our congregational activities.
- Evaluate our congregational activities and structures through a multicultural lens.

Action statements:

- Organize a task force to design trainings on being a welcoming community. This task force could use the secret seeker checklist to identify specific needs of our congregation. These trainings would be open to the wider congregational community, but conducted with groups of committees. Coordinate with Membership Committee. Coordinate with Rev. Leia. This might include:
 - Anti-racism, Anti-Oppressive, micro-aggression awareness and skills.
 - Adult sexuality education around diversity in sexuality identities
 - Awareness of young adult culture
 - What to say to welcome newcomers, and each other
 - Trained teams to support welcome tables on Sunday mornings
- Support Rev. Tim on his plan for membership development.
- Request that our Social Action Council ask all social justice groups to appoint a representative to the council to coordinate our community outreach and our congregation's multifaceted, but united, social action brand in the community. We have a shared purpose and we can highlight that. Coordinate with Communications Committee, Social Action Council, Social Action Groups
 - Monthly social action Sunday events or activities to increase the congregation's awareness of our social action activities

- Ask communications committee how to best increase Charlottesville Community awareness of our comprehensive social action activities
 - Highlight successes on Sunday mornings and in Friday newsletter
 - Ask the Social Action Council to consider our RELEVANCE in the Charlottesville Community and whether there are initiatives or opportunities for coordination with other groups that would support our presence in the community.
- Ask committees and staff to include multicultural activities throughout all aspects of Congregation life. Coordinate with Leaders of all Congregation Committees and Task Forces, Rev. Tim, Director of Music Scott Deveau and the Music Committee
 - Encourage worship services that are dedicated to multicultural movements and dates.
 - Support live multicultural music offerings on Sunday mornings
 - Encourage members with musical talents to participate
 - Engage local multicultural music groups to rent the sanctuary for concerts
 - Create a Task Force (and possibly a committee in the future) to evaluate our congregation life and structures through a multicultural, anti-racist, anti-oppressive lens
 - Identify expertise and interest within our congregation in examining our life and structures
 - Ask Task Force to look for trainings in conducting a multicultural, anti-racist, anti-oppressive audit
 - In future years, consider conducting a multicultural, anti-racist, anti-oppressive audit
 - In future years, consider creating a committee that has the ongoing responsibility for monitoring our activities and structures
 - Consider that while this is important, proceeding too quickly on this without the presence and participation of people from marginalized groups, might be counterproductive.

Developmental Goal 3:

We want to strengthen our Stewardship Ministry to manifest passionate support of our mission with time, wisdom, and finances.

Goal 3 Team: Jimmy Gorham and Kay Frazier

Definition of Stewardship Ministry:

The Stewardship Ministry shall

- (1) nurture a culture of giving, through the responsible development, planning, and management of the congregation's resources, and
- (2) care for our human, physical, and financial resources.

Supported Ideas:

- Emphasize clearly and repeatedly that stewardship is a year-round activity, inextricably intertwined with UUCville's mission and theology.
- Celebrate the recent success of annual pledge drives.
- Connect the acts of pledging, and of fulfilling that pledge, with our vision and mission.
- Celebrate gifts of time, and clearly identify the various pathways by which congregants can volunteer (e.g. hold a volunteer fair).
- Strengthen legacy giving, through planned donations and the Endowment Fund.
- Create a clear path for capital and long-range planning for maintaining and improving our buildings and grounds.
- Promote transparency in all financial matters.
- Strengthen communication throughout the Congregation regarding Stewardship.

Action Statements:

- Utilizing Rev Linda's vision of a Stewardship Ministry (included at end of minutes), we will form a Stewardship Steering Committee (SSC), to develop both short- and long-term priorities in enabling and expanding the Stewardship Ministry.
- The SSC shall comprise six individuals. The Developmental Minister, DAF, and Treasurer will serve as *ex officio* members. Three members of the congregation (not Board members) will serve as at-large members. Term limits and other restrictions TBD.
- The SSC's charge shall be to:
 - Take into consideration the Supported Ideas in developing short-term and long-term priorities, i.e. planned giving, stewardship of time, pledge drive, long term planning.
 - Build networks and convene stakeholder groups, supporting collaboration and coordination within the congregation to advance the stewardship priorities.
 - Enhance communication and transparency around stewardship, celebrating our successes, while acknowledging opportunities for improvement.
 - Oversee, but not operate, the annual Pledge Drive (PD):
 - Pledges are the most significant contributor to operational financial stability. We recognize that the effort surrounding a successful PD needs to take place year-round.
 - We also recognize that the Operational aspects of each year's PD are daunting, and that asking the SSC to also oversee PD operations is likely to result in burn-out.
 - With these in mind, a Pledge Drive Operations Team (PDOT) shall be formed early in the church year (i.e. September) to plan the year's March Pledge Drive, and to coordinate the pre- and post-drive tasks, assessments, and communications.
 - The SSC will make recommendations to the Board for the composition of each year's PDOT.

- The Board will assess the work of the SSC at year's end, evaluating whether it has become an effective mechanism to build and sustain the Stewardship Ministry going forward.

Developmental Goal 4:

We want to strengthen our internal processes and communication skills, build trust, and become more emotionally and operationally functional than we have been historically.

Goal 4 Team: Bev Ryan and Pam McIntire

Supported ideas:

An operationally functional governance model has a clear organizational chart, with clear and concise responsibilities of the Board, Staff, and Committees that are readily available for the Congregation.

Action Statements:

- Review and update all committees to include a current description of the committee, chair, and active status.
- Explore our governance model and how we might change our current model to better reflect our mission.
- Develop a brief description of the Board and our Governance.
- Appoint a task force to work with communications to develop a brief, clear, and concise statement of the structure of UUCville, and how things get done.
- Develop a list of frequently asked questions to be posted on the website as well as distributed regularly to the congregation in the Friday email. (Examples below)
 - I have an idea/concern: who should I talk to?
 - I want to become more involved in the church: how do I do this?
 - What does it mean to become a leader?
 - What can I do if I'm unhappy about something?
 - What can I do if I feel that someone is inappropriate or disrespectful?

Supported ideas:

Finding and nurturing new leadership will help sustain our initiatives, enhance growth and self-exploration of members and the Congregation as a whole.

Action Statements:

- Provide messages about leadership from the pulpit.
- Include frequently asked questions that help to promote a culture that sees leadership as a mission and as helping us grow spiritually.

- Plan a yearly leadership workshop.
-

President's Report to the Board: September 2022

Our Board Retreat was a transformative experience for me. It was wonderful to be a part of a group that worked together with such respect for each other, dedication to community and with such purpose. I was amazed at how we worked from general caring and commitment to specific plans for action (and, of course, being UUs, with so many different points of view!). I am looking forward to our September Board meeting and launching our action plans!

As I think over our Developmental Goals and Action Plans, I realize that we are already doing so much towards these goals.

Goal 1: We want to define a broad shared vision of our purpose for being a congregation so that we can feel energized, dedicated, and aligned in the use of our resources.

We already talk as a congregation and small groups about our visions for our congregation. So many groups share a passion for community, spiritual growth and social justice. I look forward to bringing this all together in a broad shared vision of purpose.

Goal 2: We want to be a more welcoming, inclusive, and anti-racist congregation, cultivating greater diversity in our membership and stronger engagement with the broader Charlottesville community

There is so much to be done for this goal and there is so much we already do to be welcoming, inclusive and active in the larger community. I love this month's theme of Belonging (Sunday Services and Sermons by Rev. Tim and Rev. Leia have been inspiring!).

We have many groups to meet varying needs of our congregants: UU Parents Weekly Conversation Circle, UUCville Women's Friendship Group, UUCville Young Adult Group, Weekly Zooming with Rev. Tim, Youth RE groups, Children's RE classes, Adult RE classes, the Honoring Elders Garden Party, the CareNet Team, the Active Hope Faith Development Group, the Active Minds Discussion Group, the Interweave LGBTQ+ Fellowship Group, Covenant Groups (now forming new groups).

We are working hard to welcome visitors and create a clear path to membership with the Membership Committee work, and a Newcomers Circle monthly meeting.

We have a strong presence in the larger community of Charlottesville with our monthly Social Action Collections, PACEM, Friday Food Pantry, Refugee Welcome group, Reproductive

Justice Group (newly formed), Soup Kitchen (at The Haven), and IMPACT.

Goal 3: We want to strengthen our Stewardship Ministry to manifest passionate support of our mission with time, wisdom, and finances.

We have a fabulous, hardworking, and expertly-guided Finance Committee. We are transparent about our finances with our monthly statements available in the board reports, and clear statements of our progress and struggles also in the monthly board reports. Our Finance Committee has worked with all parts of our congregation to prepare budget proposals that reflect our values and are balanced. These proposals are available prior to the annual congregation meetings. We have been meeting our goal of excellence and transparency in every aspect of our financial wellbeing.

Our Personnel Committee is diligent in keeping up with the UUA recommendations for staff compensation and benefits. We are honoring our UU principles in our care for our top notch staff.

Our recent pledge drives have had terrific participation and we have had success with meeting most of our goals.

We have created a Rental Task Force to examine the complete picture of how we rent our property to community groups.

We are working to re-establish a Building Committee to help maintain our property.

We have had groups of hard-working volunteers manage our yard sales and Church Auction.

We have large groups of volunteers that work with our excellent staff in every aspect of congregation life.

Goal 4: We want to strengthen our internal processes and communication skills, build trust, and become more emotionally and operationally functional than we have been historically.

We have a highly skilled Communications Committee that maintains an easy to navigate, informative and beautiful website.

We post recordings of our services on Youtube.

Transparency guides our communications between the board and the congregation with the agenda and minutes available on the website and with monthly board meetings accessible to all through in person and Zoom.

We have all worked hard to treat each other with respect and loving kindness to build a sense of trust and safety in our community.

We are already doing a great deal toward meeting our goals and I am sure our action plans will catapult us even further forward.

Submitted by, **Pam McIntire**, President

Vice President's Report to the Board: September 2022

Personnel: Personnel committee met with Rev Tim this month. We clarified the role of the personnel committee regarding the evaluation process for staff. We reviewed our yearly calendar and changed the time that we review salary and benefits to correspond with when the UUA releases the salary recommendations. I updated the committee with the developmental goals that we have, and how the Board is addressing these.

Covenant Groups: Covenant groups are currently being formed. Registrations are being taken on-line and in person on Sundays.

Policy Review Team: The Policy Review Team has amended the bylaws to remove references to TJMC (replaced with Unitarian Universalist Congregation of Charlottesville). We added the changes to Article 1 that were voted on by the Congregation June 6, 2022. At our next Congregational meeting we need to vote to approve the Bylaw amendment proposal removing the option for nominations from the floor. This will be ready for Board Approval in October.

The Fall Auction made a welcome comeback after a 3-year hiatus due to covid. Meals and items were offered. The final earnings are pending.

Respectfully, **Bev Ryan**, Vice President

Treasurer's Report to the Board: September 2022

Finance Committee

The Finance Committee did not meet in September because of a delay in receiving August financial reports.

Fundraising

Three fundraising events were held during the 1st quarter of the fiscal year, two yard sale events and the Fall Silent Auction. The final amount raised from the yard sales is not available but is anticipated to exceed \$4,200. This is below the budgeted amount of \$6,000. Community members who attended the yard sales expressed gratitude for the comeback of the sales, saying we were the best yard sale in Charlottesville. There were also a fair number of appreciative UVA students who mainly purchased furniture and household goods. One of the intangible benefits of yard sales is that they bring the community into our congregation.

The Fall Silent Auction raised approx. \$4,500 which is above the budgeted amount of \$4,000. Although attendance was low, it was meaningful to have an in-person fundraiser. Thanks to all who donated meals, events, artwork, and items and to those who attended and offered generous bids.

Submitted by: **Kay Frazier**, Treasurer

Lead Minister's Report: September 2022

September has been another wonderful and very busy month for me. I continue to experience so much kindness and warmth from everyone and I cannot help but feel very hopeful and optimistic about our shared ministry. The Board retreat last month was very successful and I look forward to our follow up conversation at this month's board meeting. I've also attended a number of important committee meetings, including Finance, Nominating, Personnel, and Membership. In addition, I had a wonderful meeting with our growing Young Adult group. The fact that such important committees and programs are reaching out to me feels like a very positive and healthy indication that church leadership and the congregation are excited to rebuild trust and a partnership with the Lead Minister, which is a process Rev. Linda began so effectively. Overall, I could not be more pleased with our shared beginning and I look forward to getting to work implementing the priorities we will establish for this church year.

Below is a summary of some key ministry areas.

Worship – With the beginning of a new church year, I feel worship is off to a great start. Attendance has appeared to be increasing, at least in person. There is also a wonderful new energy in the sanctuary for the first part of the service with the children and youth present. I've been very pleased with the music offered by Scott Deveau, John Mayhood, and the UUCville Choir. Our October worship theme will focus on courage and we are planning services on religious pluralism, forgiveness, peace, and ancestors, connecting all of those to courage. We will also be celebrating Rev. Leia's ordination and 30 years of service to UUCville!

Membership – I had a very good meeting with the Membership Committee and will be happy to share details about our first newcomer circle, which will be held on 9/25. We still have many

dots to connect but I really feel that our membership is moving in a good direction. I also devoted my September column to membership and I intend to keep drawing attention to the importance of the whole congregation seeing welcoming and greeting as a shared ministry.

Zooming With Rev. Tim – I am pleased to share that my new outreach effort to the congregation has started. Turn-out at my first gathering was sparse but these things take time. Hopefully attendance will pick up as the congregation becomes aware that the meetings are weekly on Thursdays at Noon.

Adult Faith Development – I am also pleased to share the news that I will be offering a ten-week class on world religions from mid-October to mid-December. The class will be held over Zoom and will meet on Tuesday nights from 7-830. I think the class will be fun and I look forward to teaching other classes in the future.

Young Adults – I had a very productive meeting with four young adult leaders and I think this new ministry is off to a great start. I'll let Hayley say more about what they will be doing at our meeting.

Hospitality – I had a calendaring meeting with Lorie Craddock, David Shutt, and Elizabeth Breeden to talk about hospitality events for the upcoming church year. We also came up with a plan to get more folks trained to set up coffee hour and have put that invitation into the newsletter and on the website.

Charlottesville Pride – I attended Charlottesville Pride on September 18 and was very pleased both by our presence at the celebration but also by all the lay volunteers who showed up to staff our booth. Christine Gresser took care of many of the details and did a wonderful job. Our booth was engaging and inviting and had numerous helpful materials for people who are new to UU. I worked a shift with Hayley and I can assure the Board that she is a great UU evangelist!!!

Pastoral Visitors – I also attended my first Pastoral Visitors meeting and plan to continue attending those meetings. I was very impressed with the team and got a real sense that they have a good understanding of what pastoral care is and what their roles should be. I am certainly looking forward to working closely with them.

Cluster Meeting – Rev. Leia and I hosted a cluster meeting for UU religious professionals at our congregation on September 20. I think around 15-20 colleagues attended in person and a few were on Zoom. Thanks to Sean for setting us up for Dual Platform and to Rev. Leia for doing such a good job witheverything! One of my jobs was to stop by Harris Teeter to pick up drinks and snacks and Rev. Leia very kindly let me know that I have an over-abundant sense of abundance, which is a nice way of saying that I bought too many muffins, bananas, and seltzer! Clearly, I still have much to learn!

Respectfully Submitted, **Rev. Tim**

Minister of Faith Development's Report: September 2022

Sunday Programming

The new "church year" has begun and **Children & Youth Religious Education** programming is underway as of September 18. We are trying new things:

- instead of Children's Worship, 4-year-olds through 5th grade are in the sanctuary for the first 20 minutes or so of community worship each week
- the children are taking "light" from our chalice to their classrooms as they carry a lantern when they leave the sanctuary that has been lit by the chalice flame.
- youth programming (6th-12th grades) meets following community worship, with hope that families with youth will attend worship together before youth attend their programs
- a weekly parents' conversation and support circle meets in the parlor concurrent with youth programming

We have nursery care during worship for children under three, a Spirit Play class for our four-year-olds through 1st grade, and two elementary groups (2nd & 3rd grade and 4th & 5th grade.) ***Volunteers are still needed for our children's programming, particularly non-parents, or parents of grown children.*** Please encourage your friends at church to be in touch with me about volunteering.

Our youth programming is robust with awesome advising teams! Our 6th-8th grades are participating in Neighboring Faiths, the program that introduces them to other faith traditions and how we as UUs can be good neighbors to those whose beliefs differ from our own. 9th & 10th grade is in their Coming of Age year. 11th & 12th grades are in senior high youth group, YRUU.

If you missed my sermons on August 28 and September 4, I hope watch them when the videos are posted on the church's website. Both sermons are reflections on my time away during study leave and my learnings with The Centre for Holding Space.

It has been fun to collaborate with Rev. Tim on many things, including our annual Water Communion/Ingathering Service as well as the first 20 minutes each week. I look forward to continuing our good work together.

Adult Faith Development

Watch the newsletters for more information soon about the exciting AFD offerings we will have this fall including a World Religious course offered by Rev. Tim!

Pastoral Care

I am grateful for our wonderful Pastoral Visitors team and the support they as well as the CareNet team offer our community. I continue to meet with individuals and couples regularly for pastoral conversations.

Rites of Passage

It was a joy to officiate at the wedding of Ben Ryan (Bev Ryan's son) and his fiancé, Susanna on September 17. I am officiating at the wedding of Harrison Lund (Karen Fairchild's son) and his fiancé Sarah on September 24. Both grooms spent time in our congregation as young people, and it is a delight to be part of these special and sacred occasions.

Building Use & Re-opening Task Force

The task force next meets September 27.

Professional Development

Our congregation hosted the cluster meeting for UU religious professionals in our region on Tuesday September 20. In addition to hosting, Rev. Tim and I led worship for the group. It was good to gather in person with colleagues after so many months apart and meeting on Zoom due to COVID.

In faith and with love, **Rev. Leia**

Director of Administration and Finance Report: September 2022

COVID-Safety

- To be updated by Greg

Finance

Finance Recap

	As of August 2022	As of August 2021
Total Revenue	\$13,298.83	\$35,247.62
Total Expenditures	\$23,639.31	\$41,943.63
NET OPERATING REVENUE	\$ -10,340.48	\$ -6,696.01

- Like last year, there is a large deposit of about 45k not showing up yet.
- While I was out, my credit card expired, so very little spent in Sept, but I have a lot of accounting to catch up on for credit cards (uncategorized expense)
- New person at quickbooks, have meeting with the tomorrow to help fix items that Kay wanted me to fix

Financial Reports

- [Budget Vs Actual](#)
- [Statement of Activity](#)
- [Statement of Financial Position](#)
- [July-August UUCEF Statement](#)

Administration

Safety & Security

- No news to report

Regulatory

- Still in the works: Submitting new “Not for Profit Status” application to IRS

Attendance

- Will update next month

Information Technology and Computers

- New projector should arrive tomorrow ~~9/28~~—it has been delayed
- New lavaliers purchased

Communication

- Achsah to send out notes, Steve to report

Membership

- Rev Tim is taking over as staff representative

Personnel

- Leigha Rae turned in her notice, now working full time at the ASPCA.
- Carole McIvor offered position today (9/28), starts 10/18

Buildings and Facilities

- Rentals:
 - IMCC expanding their reservations and extended their 90 day trial through next year
 - New piano teacher has ongoing twice a week rentals
 - UN returning

- In progress:
 - Electrical Damage Claim
 - Reimbursed for \$800
 - Filing for the loss of the projector as well, an additional 1800
 - Flood Damage Claim
 - Paid ServPro \$7000, response from Church mutual was “another 30 days”
 - Summit House HVAC
 - rescheduling estimate visits since I was sick for the last round
 - Electrical Work
 - Electrician recommended an entire rewire of the old building. If not that, then new panels need to be installed.
-

Membership report for September 28, 2022

Membership as of August 20, 2022: 305

Additions: Susan Lavin

Drops: None

Membership as of September 20 2022: 306

Report from Communications Committee Meeting September 21, 2022

- Since some members do not receive emails, and emails are often unread, the idea of sending more regular text messages is being considered. Ask Rev. Tim and the Board for comment on the use of texting communications to the membership and discuss how this might (or might not) work.
- The committee is going to try to do more frequent postings to our facebook page.
- The committee is working on how to update our current Welcome video on the website.
- On each Sunday Sermon page we should to add a Youtube link to the recordings

Submitted by Steve Brecker, Board Member At-Large

Church Signage Task Force Charge

The Church Signage Task Force is charged with providing a recommendation to the Board of Trustees for updating and/or replacing the sign on Rugby Road to reflect the congregation's name change from the Thomas Jefferson Memorial Church to the Unitarian Universalist

Congregation of Charlottesville. The proposal should consider a number of factors, including but not limited to:

1. City of Charlottesville zoning/signage regulations
2. Visibility of the sign/name on Rugby Road
3. Aesthetics and compatibility with our overall gardens & grounds vision
4. Costs/affordability

The Board expects the Task Force to work closely with DAF, Sean Skally, who requests bids and works with potential contractors. The Task Force is also encouraged to develop an avenue for gathering input from the congregation, perhaps by creating a special email address and/or holding 1-2 after service tables in the Social Hall to engage members and friends in conversation about a new sign.

Upon developing a recommendation for the sign, the Task Force is asked to share that recommendation with the Finance Committee and the Board no later than December 1.

Proposed Church Signage Task Force Members

Breck Gastinger
Steve Brecker
Liberty Powers
Elizabeth Breeden

Young Adults Group Update

The Young Adults group has started convening regularly here at UU C'ville! In August, about seven of us met to get to know each other over lunch — so far this group consists of grad students at UVA, undergrad students from Waynesboro, graduates from our youth programming here at UU C'ville and other UU newcomers to Charlottesville.

At the beginning of September, our group met with Rev. Tim to introduce ourselves and discuss our thoughts and desires for this group. We came out of this meeting with a plan that this young adult group will plan to meet once a month for a social activity, once a month for a discussion (Rev. Tim is going to suggest some topics with the note that “we can reject all of them” if they do not resonate — the group is grateful for his suggestions), and that we will plan to be at the 1st and 3rd Sunday services of the month to connect with each other and newcomers in the social hour.

From an organizational perspective we have some new developments. Carrissa Temerson has kindly agreed to be our group's newcomers connector — reaching out to newcomers who are interested in getting involved. As interested newcomers visit the congregation, membership

should send their information to Carrissa. Our group typically communicates with each other over Signal, an encrypted messaging platform, which can make it challenging to connect with us unless the individual has been added to the group. To overcome this challenge, and help us be more accessible, I am going to be working on investigating and updating an email listserv and creating a presence for the Young Adult group on the congregations webpage. We want young adult newcomers to be able to quickly know that they have a place here at UU C'ville!

I am looking forward to sharing more encouraging news as this group gains momentum.

Respectfully Submitted, Hayley Owens

Stewardship Ministry - Shared by Rev. Linda

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

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