

**Unitarian Universalist Congregation of Charlottesville**  
**BOARD OF TRUSTEES MINUTES**  
**February 22, 2023**

*Meeting hosted on Zoom at 6:30pm.*

**Major focus for Board in 2022-23**

*Action on our Developmental Goals:*

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

**In attendance** – Pam McIntire, President; Bev Ryan, Vice-President; Kay Frazier, Treasurer; Hayley Owens, Secretary; Renee Brett, Chris Little, Jimmy Gorham, Steve Brecker, At-Large Members; Tim Temerson, Lead Minister; Rev. Leia Durland-Jones, Minister of Faith Development; Sean Skally, Director of Admin and Finance

**Absent** – Breck Gastinger, At-Large Member

**Guests** – Carol Gardner

**I. Opening - (20 mins)**

- Opening and Closing Words: Steve
  - Reporter: Hayley
  - Time Keeper: Bev
  - Process Observer: Jimmy
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1. Opening Words -
  2. Check-In: one to two minute check-in:
  3. Community Time / Public Comment -
  4. Acceptance of Agenda

**MOTION:** Steve made the motion to Accept the agenda  
Motion was seconded by Kay  
The Board unanimously accepts the agenda.

5. Written Correspondence

- a. Received a letter from Greta Dershermer and The Caring Circle of 8 with a plan to improve the procedures for identifying new recipients of the Edith Good Birthday Bouquet. Included at the end of the meeting packet.

## **II. Electronic Motions (1 minute)**

1. Approval of the January minutes happened electronically.

## **III. Developmental Goals Action Plans and Reports (30 min)**

### ***Goal 1: Mission, Cottage Conversations: Chris Little***

Have had a number of rich conversations. Have had enough interest to double up and have conversations happening at the same time. Currently there are 10-12 conversations planned. Now about 100 have signed up as participants. Task force has been doing a great job continuing to push ambitious goals with participation. Feels like it will have a positive effect on the Pledge Drive. There is a momentum and energy that has almost taken on a life of its own. Folks are excited to talk to each other, they enjoy the questions being asked, and are seeking out ways to include more people in the conversation.

### ***Goal 3: Pledge Drive update: Hayley Owens***

SSC handed off to the Co-chairs at the end of January.

Since then Bob and Hayley have been working with the different teams that make up the drive: Early Drive, Askers Team, Data Team, Thank You Writers, Communications Team, Pledge Tracker, Kickoff Event Team, Kickoff Letter Team. Kick off this Sunday, and the drive will run through March. The April Pledge Drive Celebration Potluck will take place on April 16th. Pledge goal of \$500K with 6% increase in participation over last year. Thank you to the folks who have been doing this for years and continue to give their time and talent to the drive!

Requests to board:

- Attend this week's service and party — Volunteer at pledge drive party!
- Pledge early, give to the matching pledge fund
- Need an organizer for board newsletter week

### ***Goal 4: Pam Macintire***

There is a great feeling with communication and transparency of process in the congregation. The first of the FAQs have been posted to the website.

## **BREAK AND GRATITUDE CARDS (5 min)**

**IV. Reports (30 min)** - Written reports can be found at the end of the minutes. *Votes mentioned in reports will be taken in the business portion of the meeting.*

1. **President's Report** (Written) - Pam McIntire

2. **Vice President's Report** (Written) - Beverly Ryan
3. **Treasurer's Report** (Written) - Kay Frazier
  - a. Bristol Fund has approved the repair work for the Summit House.
4. **Lead Minister's Report** - (Written) - Rev. Tim
  - a. This congregation is so lucky to have the fantastic faith development program that Rev. Leia runs! It is really off the charts.
  - b. Appreciate Rev. Tim being so active in the congregation and the different ministries he is getting involved in. Speaks directly and with gratitude.
  - c. "Unusual financial practices" may have adjusted things in the past that carry forward and are no longer relevant.
5. **Minister of Faith Development's Report** (Written) - Rev. Leia Durland-Jones
  - a. Seems like we are really turning a corner as a congregation. Receiving lots of emails from newcomers and possible friends of the congregation. Feeling hopeful for the future of the congregation.
  - b. Rev. Leia is doing so much great work!
6. **Director of Administration and Finance Report** (Written) - Sean Skally
  - a. Participated in training on a new retirement program.
  - b. Kay did a great job working with the Bristol Fund to get approval for its use on the Summit House.
  - c. Work on the Summit House is going smoothly.
  - d. Sourcing a second wheelchair for congregants to use on Sundays.
  - e. Harry, Lori Cradock's dad, has been fixing a lot of stuff at the church!
7. **Building Use Task Force:** (Oral) - Rev. Leia Durland-Jones (10 mins)
  - a. Met last night. Decided that in the coming few weeks that we are ready to go to masks recommended instead of required since Charlottesville is *safer* now than it has been in the past. Want to wait a few weeks till we may be able to open a few windows and doors with warmer weather. Will lift the requirement on March 15th, which will also give people a chance to make decisions for themselves in the next few weeks. Would like to use the language, "Masks Recommended" rather than "Masks Optional" to encourage masking.
  - b. Task Force has been monitoring the numbers over the pandemic. One of the difficulties is balancing infection risk and severe hospitalization with the benefit of not wearing masks. There was an article that came out a few months ago where a few experts shared their approach. Three of them independently gave a case rate where they would be comfortable being unmasked - 10 cases per 100,000. This is where Charlottesville is right now. This could be considered as good as it gets. Have been monitoring air movement in Summit House, sanctuary and

classrooms and have found it to be safe in sanctuary but less so in the Summit House classrooms.

- c. If the levels are fine in the Sanctuary with the doors closed, maybe we should plan to keep them closed with the noise issue from the street.
- d. Wording is important. "Recommended" might introduce rifts between those who are wearing masks and those who are not.
- e. Consider posting the masking policy as a sign with an efficient explanation of our mask policy at the beginning of the service.
- f. The board unanimously votes to approve the policy change recommended by the Task Force.
- g. The Board will work on wording for this announcement in the next three days.

8. **Membership Report** (Written) - Beth Jaeger-Landis  
Membership stands at: 313

9. **Board Liaison Reports**

- Nom Committee: none
- Personnel Committee (Written) - Beverly Ryan
- Communications Committee: none

**IV. Business (35 min)**

- **Budget Overview and Mid-year finance review (Kay): 5 mins**
  - Finance has put together a Wish-list budget. All encompassing requests for funding so it is large, but good to see where all the needs are. The biggest increase in the budget is an increase in salaries for staff.
- **Budget Development (Staff salaries, benefits, and priorities) (Carol Gardner): 15 Mins**
  - The Personnel Committee put together an aspirational ask based on UUA guidelines.
  - The priorities of the personnel Committee are:
    - Pay a living wage (\$18.59/hr for Charlottesville City)
    - Ensure at/above UUA minimum
    - Confirm equity between similar positions/experience
    - Add cost of living increase (UUA recommends 8.3%)
    - Increase transparency
  - Would be good for our first cut at the budget to remain semi-aspirational.
  - Noted that the UUA recommendation of an 8.3% cost of living increase might not be realistic for our congregation.
  - Board members expressed appreciation for the values expressed in the Personnel Committee's priorities.
  - Rev. Tim recommends that in future years that we start working on the Budget in January and that the groups working on it are not doing so in isolation – finance,

personnel, and some board members hammering it out early. With this strategy the Budget is refined and developed so that by the time the annual meeting comes around, passing it is a no-brainer.

- UUA recommendations relate to membership numbers. Confirmed that UU C'ville falls solidly into category C.
- Finance and Personnel will meet again to discuss the salary discussions. Chris Little from the board plans to join.
- **Mid-year finance review (Kay): 10 mins**
  - Finance has improved from where we were last year. (complete overview in Treasurer's report)
  - Sean has done a great job getting the financial information as accurate as possible.
  - We all benefit from the professional development of our staff. Look at the faith development programing and RE that is thriving. We all benefit from their continued growth and attendance at GA!
  - **Motion:** Kay makes a motion for the Board of Trustees to approve the additional expenditure of \$2,000 in Professional Development Expenses for the Minister of Faith Development, thereby restoring this line item to full funding of \$7,000.
  - Bev seconds this motion. The board unanimously approves.
- **Minister's Housing Allowance (Rev. Tim): 2 mins**
  - *Expense form at end of reports*
  - **Motion:** A motion was made to set the minister's housing allowance at: \$44,830
  - The board unanimously approved
- **Signage Collection Report (Kay): 2 mins**
  - \$5,818 raised for the \$5,000 goal. Anticipate installation in the next few weeks. The Signage committee will set the priorities for how excess funds will be used.
- **Summit House HVAC Toast to completion by Beck Cohen!**
  - Cheers!

## **V. Review Agenda Items for Next Meeting (5 min)**

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

1. Process Review –
  - a. Consider having a back-up secretary writer for when the secretary has a speaking role.
2. Things to do / communicate
3. Pledging, attend this Sunday's service, sign up for roles.
4. The Board will work on wording in the next three days for the announcement at this Sundays service. Hayley to send kick-off email

### 3. Closing Words

#### **Dates to remember**

Next UU Charlottesville Executive Board Meeting: March 9, 2023

Next UU Charlottesville Board Meeting: March 22, 2023

Congregational Meeting on June 4th, 2023

*Minutes respectfully submitted,  
Hayley Owens, Board Secretary*

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#### **Reports to the Board**

##### **President's Report to the Board: February 2023**

Numerous times over the past month, I have felt enormous appreciation for UUCville. Interestingly, this often happened in meetings! In every gathering, each person brought their own diverse way of thinking and their own unique wisdom. We listened to each other, built on each other's understanding and we got to good places I never could have foreseen.

Our Cottage Conversations on our purpose are also a wonderful example of UUCville at its best where we listen to each other and grow. It seems to me that in these conversations we grow from the sum of our perspectives and we grow in love and understanding of each other.

We have so much expertise in our congregation: financial and stewardship experience, spiritual understanding, knowledge of effective ways of doing things, understanding about the needs of the world and our community, wisdom about nurturing children and youth, experience of being a community, and vision of how to create and empower a shared purpose. It is wonderful to witness how we come together to work for the greater good!

I am increasingly aware of how many people put so much work into caring for each other at UUCville. Rev Leia and Rev Tim provide inspiring sermons, make the services both energizing and comforting and care for us in a hundred ways. Sean, Caroline, Rachel and Carole give consistent professional support to run all the many operations. On Sundays we have greeters welcoming us, our Membership Committee caring for newcomers, our kitchen crew nourishing us with coffee and treats, fabulous music from the choir, Scott and John, child and youth advisors, Rachel and Sean handling the complex technical system, our worship weavers, the housekeeping folks who make the space clean and orderly, all those who work on our grounds, and those who are behind the scenes thinking about the big picture. So many people working together with purpose!

Here is some of our progress on our Developmental Goals:

**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.** Rev Tim kicked off Together on Purpose, Together with Purpose with a sermon on January 29 with Chris and Pam. Breck designed and presented a terrific training to the cottage conversation facilitators and scribes. We have announced the conversations in the Sunday Service, in email newsletters, in individual invitations via email, on the website and through reaching out to various groups in church. We have had several cottage conversations where participants answered the three questions: 1. What does this congregation mean to you? or What brings you to UUCville? 2. How would you describe our purpose, the reason we exist? and 3. What is important to you about how we impact the larger community and world? Participants have reported that the conversations are enlightening and heartening. We have had about 70 people sign up and we hope that at least 100 will participate.

**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.** Rev Tim continues to meet with Linda Dukes and Diane Ober to talk over anti-racism work. The Racial Justice group has started to have conversations again. Through Adult Faith Development, UUCville will offer a Transgender Inclusion class. We raised the full \$5000 to replace the sign in the front of the church so it will read "Unitarian Universalist Congregation of Charlottesville."

**Developmental Goal 3: We want to strengthen our Stewardship Ministry to manifest passionate support of our mission with time, wisdom, and finances.** We will kick off the Pledge Drive on Sunday, February 26! Our pledge drive co-chairs, Hayley Owens and Bob Brett, have asked the board to be trained as askers for the pledge drive. The Finance Committee is examining our current financial statements and funding requests from all the UUCville groups and is working on a budget for 2023 2024. The new Building Committee has been meeting to set priorities and handle the current building needs. Lorie Craddock and her father, Harry Craddock, have been working all over the building on repair maintenance tasks!

**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.** Bev has reviewed all the committees and is updating the website. Two Frequently Asked Questions were posted on the website and in the email newsletter (<https://uucharlottesville.org/frequently-asked-questions/>) and more are coming. The Communications Committee is doing a fabulous job at updating the website and making it even more colorful and appealing! Rachel Buckland, our part time streaming tech and editor, has posted our services and sermons all the way through February 5, 2023!! you can check them out here: <https://www.youtube.com/playlist?list=PLq-bPNhg-tfXDLxyR9KI2mqmove92aXq>

I greatly appreciate working with such a great team of dedicated people on such important work. I look forward to the next steps!

Submitted by, **Pam McIntire**, President

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## **Vice President's Report to the Board: February 2023**

### **Committee budget process:**

I met with the Finance Committee in early Feb to review the preliminary budget. Early feedback is that we need to fine tune the salary and benefits, with input from Personnel, Finance, and the Board. Carol Gardner will be presenting at the February Board Meeting.

### **Personnel Committee:**

Personnel committee is meeting on Tuesday before the Board meeting. Per the Board's request, we developed a statement regarding prioritizing and taking care of staff and defining our goal of fair pay and benefits. These changes were approved last month, the Personnel Policy Manual revised, and the updated version is now posted.

Upcoming business includes discussions of yearly staff evaluations: the process, assignments, and next steps.

### **Fundraising Events:**

Plans are in the works for a Spring Auction, and summer yard sale. Stay tuned for details and opportunities for involvement.

Respectfully, **Beverly Ryan**, Vice President

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## **Treasurer's Report to the Board: February 2023**

### **Summit House Repairs**

The Buildings Committee has obtained an estimate of \$2,200 to repair the posts and footing of the second-floor fire escape and the ramp leading to Summit House. The second floor of Summit House is restricted in use because the fire escape is not usable due to rotting posts. The ramp is deteriorating and causing damage to the Summit House porch. The Finance Committee voted to request that the Bristol Trust fund these projects. Traditionally the Bristol Trust funds projects on the older church building. If the Bristol Trustees deny this request the Finance Committee recommends paying for these projects with reserve funds. Currently, there is \$11,370 in the Buildings and Grounds Reserves.

### **FY 2022-2023 Mid-Year Review**

The assessment of the January 2023 financial reports projects that the end of the FY 22-23 will end balanced. As of the end of January, revenues exceed expenditures. The revenues are being driven by a high level of pledges being honored. Spending is slightly above expectations



but with careful management, expenditures can be held to not exceed the revenues for the year. The dashboard posted on the web gives details of our financial position with highlights as of the end of January. <https://uucharlottesville.org/budget-information/>

Staff Professional Development Expenses were reduced to balance the FY 22-23 budget. At the time of adopting the budget, we agreed to consider restoring these Professional Development Expenses if the need was apparent and the revenues allowed an increase. As of the end of January 2023, the Minister of Faith Development (MFD) has utilized \$4946 of the allocated \$5,000 Professional Development Expenses. After review of the January report, I propose that we restore the funding for this position by allocating an additional \$2,000, which allows our MFD to continue pursuing professional development opportunities.

Proposed Motion:

The Board of Trustees approves the additional expenditure of \$2,000 in Professional Development Expenses for the Minister of Faith Development, thereby restoring this line item to full funding of \$7,000.

### **Budget Overview FY 2023-2024**

The Finance Committee discussed and reviewed the first draft of the FY 23-24 budget. This first round is a "Wish List" and incorporates the recommendations from the Personnel Committee and requests from various committees and groups. Senior staff reviewed line items and offered input on increases/decreases for the next fiscal year. The "Wish List" budget is a helpful step in providing an honest look at the needs for funding, some of which have been underfunded or not funded in the past. This year's budget planning is also different as we have Cottage Conversations occurring during this time that will potentially further inform budgeting decisions.

The "Wish List" FY 23-24 budget is a substantial increase from the adopted FY 22-23 budget. Most of the increase is driven by salary increases for staff, per the recommendations from the Personnel Committee. There are also increases in funding for congregational activities and operational costs, although these requests are a much smaller portion of the potential budget growth.

Over the course of the coming weeks the pledge drive, Cottage Conversations, discussions regarding salaries (with fairness and equity in mind), and an assessment of resources will inform a final budget proposal. It is important that the decision-making process be dynamic, with the Board of Trustees, the Finance Committee, and the Ministry engaging together early in the process and building toward consensus.

In the interest of improving communication and transparency, our website now has a page with budget development information. <https://uucharlottesville.org/budget-development-2023-2024/>

Submitted by: **Kay Frazier**, Treasurer

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## **Lead Minister's Report to the Board: February 2023**

I am very pleased to share that life at the UU Congregation of Charlottesville continues to move in a very positive direction and I continue to be impressed by the energy and good will I experience in the congregation every day. I am especially moved and inspired by the incredibly hard work done by our many volunteers. Last Sunday Rev. Leia and I talked about unsung heroes, and I must say we are a congregation of unsung heroes! The time and energy given by so many is what makes UUCville a community of love and service. And that leads to my first recommendation and hope for the Board. I would strongly suggest that Board members begin a practice of thanking those who are serving the congregation in whatever capacity. Make that part of your brief board member words at the beginning of the service. Maybe lift up something that is happening or that happened the previous week. Having church leadership publicly express appreciation for service and voluntarism is the best way to build a culture of appreciation and abundance. Let's say "thank you" and "we appreciate you" as often as we can!

**Worship and Music** – I believe worship on Sunday morning continues to serve our congregation well. Attendance remains strong both in person and online and our average total attendance is between 150 and 160 adults, which is a solid number for a 300-member congregation coming out of a pandemic. I'd also like to note that the choir is increasing in size and on 2/12 had more members on the chancel singing than any Sunday since I've been at UUCville.

**Faith Development** – I want to make sure the Board is aware of how strong the Faith Development ministry for children, youth, and adults is in our congregation. Rev. Leia does a fantastic job of organizing and leading a ministry that is wide-ranging, broad-based, and that meets many different spiritual needs. I am pleased to be teaching another Adult Faith Development class in the spring and am in awe of the level of programming being offered. I'm not sure if our congregation knows how blessed we are to have such a fabulous faith development ministry and leader. Not many congregations our size (or any size) offer so much!... I also want to add that I will begin working with our Coming-of-Age class on their credos and will attend my first session on Feb 26 after the stewardship kick-off celebration. I am very excited to join them!

**Church Budget/Finance Committee** – I am offering my support to the Finance Committee as they begin the always complicated task of developing a budget. I attended the last Finance committee meeting and hope my presence and input were helpful. One area that I want to offer help with is staff compensation. The UUA offered, in my view, some very unrealistic advice about staff compensation this year and I want to meet with the Personnel Committee to make some suggestions for changing the recommendations/guidance offered to the Finance Committee not only for this fiscal year but going forward. I hope that input will prove helpful, and I am already alerting the staff that the kind of increases the UUA recommended and that were forwarded to the Finance Committee are not realistic and that salary/wage increases will undoubtedly be much more modest.... I am also meeting monthly with Kay Frazier and Sean Skally to improve my knowledge and understanding of UUCville finances. I will say we have

some pretty unusual financial practices and constraints that are very difficult to understand. I hope that during my ministry we can get greater clarity and perhaps a more simplified and transparent financial system....Finally I want to thank Sean and Kay for working closely together to get our financial reports and accounting caught up. I think we have a good understanding of where we are going into budget season.

**Stewardship/Fund Drive** – I'm sure much will be said about this year's fund drive at the board meeting, but I just wanted to add how impressed I am with the organization and energy being devoted to the campaign. Hayley Owens and Bob Brett are doing a wonderful job co-chairing and I feel we will really be prepared once the campaign kicks off on 2/26...I'm also really enjoying being part of the Stewardship Steering Committee and appreciate the broad-based approach to stewardship the committee is taking.

**Mission/Purpose** – the board-appointed task force is doing amazing work organizing and holding cottage conversations and I have been especially impressed by the outreach the team is doing to get as many people as possible to participate. What a wonderful group!

**Membership** – Our membership ministry continues to thrive and the committee is really working well together. Monthly newcomer circles are providing newcomers with a connection to the church soon after they attend for the 1<sup>st</sup> time. Our next New Members and Friends class will be held on Saturday, March 11 from 9:30PM-1:45. Invitations are going out and we hope to have a class of ten or more. New Member Sunday will be held on May 21 at which we will welcome and recognize all new members.

**Transition Ministry Training** – I am more than halfway done with the UUA transition ministry training I began in August. I wanted to thank the congregation for providing the professional expense money needed so I can attend the training. It costs a whopping \$1,700!

Respectfully Submitted, **Rev. Tim**, Lead Minister

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## **Minister of Faith Development's Report: February 2023**

### **SUNDAY PROGRAMMING**

#### ***CHILDREN'S FAITH DEVELOPMENT (11:00-12:15pm)***

It is a joy to have families regularly attending this winter and to continue welcoming newcomers/visitors to our congregation each week. February's ministry focus of "The Path of Love" invites us to explore stories and lessons with our children related to our first UU Principle, "The Inherent Worth and Dignity of Every Person." Our 2<sup>nd</sup>-5<sup>th</sup> graders heard the story of Mildred and Richard Loving in *The Case for Loving: The Fight for Interracial Marriage* by Selina Alko. Echoing the theme in Rev. Tim's sermon on February 19, our children learned about Egbert Ethelred Brown and his discovery of Unitarianism, his search for truth and meaning, and his call to the ministry. On February 26, our children will participate in their own "cottage conversations" as part of our congregation-wide effort to articulate our shared mission and purpose. They will

also be making the sign for our congregation's seating area at March's Nehemiah Action gathering for IMPACT.

### ***CHILD CARE DURING THE SECOND HOUR (12:30-1:30PM)***

We are offering supervised childcare most Sundays from 12:30-1:30 for children 5<sup>th</sup> grade and younger. What an important aspect of our ministry to families! Children badly need time for free play and socialization with peers. Parents can attend the weekly parent circle, attend newcomer circles, and participate cottage conversations while their children are having fun and making friends at church.

### ***YOUTH PROGRAMMING (6<sup>TH</sup>-12<sup>TH</sup> GRADES, 12:15-1:30pm)***

Neighboring Faiths visited Congregation Beth Israel earlier this month and has continued their exploration of Judaism and are moving on to Islam with a trip to the Central Virginia Islamic Society in the works. Our 9<sup>th</sup> & 10<sup>th</sup> grades, the Coming-of-Age class, continue to meet weekly both in class and with their mentors to explore topics relevant to our faith, UUism and more. 11<sup>th</sup> & 12<sup>th</sup> grades, YRUU, is a safe space for youth to check-in with caring adult advisors to talk about life experiences as well as topics of interest and meaning. Preparations are underway for the 9<sup>th</sup>-12<sup>th</sup> grade service trip with the Appalachian Service Project this July.

### ***WEEKLY PARENT CIRCLE (12:30-1:15pm)***

Our weekly UU parents' conversation and support circle meets in the parlor with rotating facilitation support from Amy Nash, John Griffith, Liberty Powers, and Yvonne Chadwick-Mehta. On March 5<sup>th</sup>, they will use the time for a Cottage Meeting on our mission.

### ***WORSHIP***

Rev. Tim and I continue to approach worship collaboratively, especially regarding multigenerational worship services as well as the first 20 minutes of the service each week when the children are in the sanctuary.

On February 5, I led Community Worship with a focus on the report of the UUA's Commission on Article II and connected this work to our own mission/purpose work at UUCville. Rev. Tim and I co-led the multigenerational service "Love Stories" on February 12 followed by our annual PJs and Pancakes extravaganza. How fun it was to eat pancakes in our jammies again after a long two years without!

### ***ADULT FAITH DEVELOPMENT***

The Winter/Spring semester is underway with great participation from our congregation and beyond.

- Holding Space as a Spiritual Practice (Rev. Leia) has 16 participants.
- Women's Dream Quest has 23 participants (and still taking registrations.)
- The Spiritual Wisdom of Howard Thurman (Rev. Tim) has 10 registrations and is still open.
- Coming Together: How we can heal the divide (McCutcheon) has 5 registrations and is still open.
- Winter Retreat (26 registrations)

*Other classes include:* Tai Chi, Creation Spirituality on the Labyrinth: A Dance of Four Powerful Paths (Mary Ann Warmhoff), Women's Friendship Group, Insight Meditation, Women's Book Group, Kundalini Yoga (Amy Epp), Afroflow Yoga (Katherine Jenkins), Dream Journeys (Alan Kindler & Susan Karlson.) I am still working on a parenting class as well.

## **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 and wedding planning. I also work with Rev. Tim and the Pastoral Visitors team to make sure and offer support as needed within our congregation and sometimes, beyond.

## **BUILDING RE-OPENING TASK FORCE**

The task force will meet the night before our next Board meeting and make a verbal report to the Board. We have been re-checking meeting spaces in the church buildings Sunday mornings using Co2 monitors (to gauge airflow safety levels.)

## **PROFESSIONAL DEVELOPMENT**

My work towards certification with the *Centre for Holding Space* continues. My Adult Faith Development class serves as the practicum as part of my process. My work with the Centre continues to be very meaningful both personally and professionally. I am glad to be able to share more of the Centre's work with the congregation through AFD.

In faith and with love, **Rev. Leia**, Minister of Faith Development

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## **Director of Administration and Finance's Report: February 2023**

### **Finance**

#### **Finance Recap**

	<b>As of Jan 2023</b>	<b>As of Jan 2022</b>
Total Revenue	\$355,066.61	\$345,084.19
Total Expenditures	\$318,406.42	\$299,016.81
NET OPERATING REVENUE	\$36,660.19	\$46,067.38

#### **Financial Reports**

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

- I have been working with the Stewardship team in creating spreadsheets with contact and donation info.
- I have also completed all issues identified by the Finance committee.
- First payment to unsecured loan has been made.

## Administration

### Safety & Security

- No news to report

### Regulatory

- Refocus on Tax status and policy

### Attendance

YEAR	2023	2022	2021	2020	2019	2018
Jan	152(175)	91	194	288	208	265
Feb		94	183	154	229	208
Mar		120	179	100	205	238
April		131	158	175	199	258
May		135	123	182	191	207
June		132	118	112	170	139
July		110	98	105	137	135
Aug		134	107	137	165	136
Sept		128	83	107	215	250
Oct		160	60	92	116	161
Nov		159	99	134	214	202
Dec		141	84	146	161	169

Jan 2023 number in parenthesis is without Jan 1 Online only sermon

### Information Technology and Computers

- Photocopier repair completed

### Personnel

- Carole gets her 6 month evaluation this week
- Working on training and implementing for new retirement program roll out.

### Buildings and Facilities

- HVAC repair under way, day 2 today.
- Repairs to Summit porch and Fire escape are moving forward. Bristol fund trustees agreed to use Bristol for funding project.
- Looking for second wheelchair

## Repairs

- Social hall intake vents washed
- Repair to floor vent (Harry)
- Started to replacing t12 fluorescent lights with LEDs

**Sean Skally**, Director of Administration and Finance

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## Membership Report for February 22, 2023

Membership as of January 18, 2023: 314

Additions: None

Drops: Helen Ruth Wilson (deceased recently)

Membership as of **February 18, 2023**: 313

Respectfully submitted, **Beth Jaeger-Landis**

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## 2023 Temerson (Minister) Housing Allowance Expense Form by Line I

2023 Temerson (Minister) Housing Allowance Expense Form			
Housing Expense	Actuals Jan-Dec	Estimated Jan-Dec	Comments
Mortgage Payment (p&i)		22,752.36	
Property Taxes (Escrow)		6,200.00	
Property Insurance		700.00	
Utilities (elec, gas, water/sewer, telephone, internet/tv)		3,420.00	
Furnishings/Appliances		500.00	
Structural repairs/remodeling		10,000.00	
HOA (lawn & trash)		1,260.00	
Misc.			
TOTAL	0.00	44,832.36	<b>\$44,830</b>
			↓
			per month = \$3,736
			↓
			per payperiod (26) \$1,724

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**A Plan for Expanding the Variety of the Recipients of the Edith Good Birthday Bouquet**  
From the Caring Circle of 8

## Introduction

Edith Good initiated the idea of passing the Birthday Bouquet along to another Elder UU having a decadal birthday, so this new tradition was named to honor her. The Caring Circle of 8 members developed the idea, identifying the responsibilities of recipients (to keep the fragile bouquet in good condition and to pass it along to a new eligible recipient when one is available), and determining the eligibility requirements for new recipients (i.e., a UU Elder celebrating a decadal birthday, specifically the 70<sup>th</sup>, 80<sup>th</sup>, 90<sup>th</sup>, or 100<sup>th</sup> birthday, and a person who is well known by the current caretaker of the bouquet because they have participated in one or more congregational groups or activities together). In addition, the Caring Circle of 8 designed a ritual to be followed in the Passing of the Birthday Bouquet.

The Caring Circle of 8 had two main goals in mind when they began this tradition. They wanted to honor and publicize the contributions elders have made to develop and strengthen our congregation as a whole. They wanted to highlight for newer and younger congregational members the value of individual participation in various congregational activities (small group ministries, service activities, leadership activities, educational activities), participation which helps individuals form friendships and connections with other members and builds a sense of community for the congregation.

During the year 2022, the bouquet was passed to five elders who were (or had been) members of the Caring Circle of 8 and/or the Active Minds group. Two elders who were former members of the Active Minds group and were **older** than 100 were initiated as “Honorary Recipients,” and were presented with a photograph of themselves receiving the bouquet. They did not get to keep the bouquet itself.

As we enter a new year, it seems appropriate to evaluate how well this new tradition has done in relation to the original goals. The recipients and their contributions have been publicized on the church website in the new “Elders Connect” announcements, on the big display board on the wall of the ramp from the sanctuary to the Social Hall, and through the public presentations of the bouquet to recipients in small group settings. The shared activities which helped to develop the relationship between the “passer” of the bouquet and the recipient have been highlighted as part of the ritual, and included as information in all three of these publication settings. But the recipients have all been members of a fairly small segment of the elders in our congregation, namely the Active Minds group.

We have decided that eligible recipients should be identified from a wider group of congregational elders, in order to expand the number of elders honored and to perpetuate this new tradition. Two changes are proposed to rectify this problem. First, we are asking more older members of the congregation to post their birth dates in the church directory, so we know when an elder is approaching a decadal birthday. Second, we are changing the selection of a new recipient from a decision by one person (the “passer”) to selection by one or more small groups, the “sponsors”.



To illustrate the difference between the initial procedure and what is proposed for 2023, there were two other people in 2022 who we knew were having a decadal birthday, one was 70 in August, and the other was 70 in December. However, neither was well known to the person who was holding the bouquet at the time. Both of them have been involved in important service activities within the congregation over several years, and have developed strong social connections with other congregational members, so they would be strong eligible recipients in relation to the main goals. Both of them could be sponsored now (belatedly) as “Honorary Recipients,” by the small groups with whom they interact, as were Virginia James and Tom Crowell. A presentation of the Edith Good Birthday Bouquet could be made to them in the presence of the appropriate sponsoring groups, photographs could be taken, and copies made for them of the event. These events could be publicized in the church website and on the big display board on the ramp to the Social Hall. Information to be displayed would focus on their particular contributions to congregational strength and development, and the particular connections they have made with other church members.

Going forward, the Edith Good Birthday Bouquet will probably reside in the Church Parlor, and all “Honorary Recipients” will receive a photograph of themselves being presented with the bouquet. All new recipients of the Edith Good Birthday Bouquet will be identified by sponsoring groups rather than by former individual recipients. All former recipients will be identified as “Honorary Recipients” as well, and the information publicized earlier will be edited to focus more specifically on the goals identified above.

All congregational elders (70 and older in 2023) are urged to ***become an eligible future recipient*** of the Edith Good Birthday Bouquet by registering their date of birth and contact information (telephone and email address, if they have one) in the Breeze Directory. Currently, only four congregational elders appear to be having a decadal birthday in 2023, and four more in 2024, according to the Breeze Directory.

## **The Plan for 2023**

### **Eligibility Requirements**

In addition to being a member or friend of UU C’ville who is celebrating a decadal birthday, to be eligible to be initiated as an “Honorary Recipient” of the Edith Good Birthday Bouquet an individual must be sponsored by one or more small groups that are active within the congregation, and must be known by one or more members of the sponsoring group(s) because of (non-financial) contributions to the church that the person has made over some period of time in the past and/or is making currently. Such contributions might include strengthening the congregation as an organization, for example, by taking leadership roles, service roles, or educational roles. Alternatively, they might include contributing to development of a congregational sense of community by building social connections with other congregation members in varied ways. A group that chooses to sponsor a new Honorary Recipient will mention during the initiation ritual the specific contributions that person has made.

## **Procedural Responsibilities**

In January each year, the Active Minds group (or some other entity such as manager of the Breeze Directory or chair of the Membership Committee) will identify eligible candidates to become Honorary Recipients in that calendar year, based solely on decadal birthdays of 70 or more years, and will publicize that list to the congregation as a whole.

Any congregational small group can then decide to sponsor a person who is eligible to be initiated as an Honorary Recipient on the basis of a decadal birthday. They may choose to sponsor an eligible member of their group, or someone who is not a member of their group, after determining that the person is eligible in relation to the additional requirements stated above. More than one small group may sponsor the same person to be initiated as an Honorary Recipient. If so, the two groups could work together to organize the initiation event.

It will be important for the sponsoring group(s) to ask the person they wish to sponsor whether they want to become an Honorary Recipient of the Edith Good Birthday Bouquet. Hopefully, this will be seen as a welcome recognition of the recipient as a valued member of the congregation. That has been the case with all former recipients of the birthday bouquet. But not everyone may feel that way, so it would be wise to ask that question before beginning to plan an initiation event.

The group or groups sponsoring a person celebrating a decadal birthday of 70 or more years to be initiated as an Honorary Recipient of the Edith Good Birthday Bouquet will be responsible for:

- Informing the Active Minds group of their decision;
- Identifying the required examples of contributions to the church;
- Scheduling the date and time of the initiation event, to be held in the Church Parlor, by contacting the office administrator;
- Inviting members of relevant groups as well as friends of the honoree to attend the initiation event, and publicizing the event to the congregation as a whole;
- Planning who will make presentations during the event based on the Ritual for Passing the Edith Good Birthday Bouquet;
- Taking a photograph of the presentation of the bouquet to the recipient, and a group photograph of the attendees at the event;
- Preparing a short summary of information about the event, including specific examples of the contributions to the church made by the Honorary Recipient, and copies of the two photographs, for publication on the Elders Connect website and the big display board on the ramp from the sanctuary to the Social Hall; and
- Submitting the information and photographs to the Active Minds group.

The Active Minds group will be responsible for:

- Submitting the summary information and photographs for posting on the Elders Connect website;

Posting the summary information on the big display board on the ramp; and  
Providing framed copies of the two photographs to the Honorary Recipient.

The Active Minds group is the longest established group of elders in the congregation and it typically includes some members who are younger than 80. Most of the members are active both mentally and physically. They are a good group to support or assist sponsoring groups and publicize initiation events. There will ordinarily not be very many events to initiate new Honorary Recipients of the Birthday Bouquet in a given year, so it should not be a lot of work. Greta Dershimer is a long-time member of the Active Minds group and will volunteer to advise the sponsoring groups as needed in carrying out the tasks allotted to them for the year 2023. That role would be passed on to a new facilitator for 2024. (Approval of this arrangement by the Active Minds group still needs to be negotiated.)

### **Initiating New Honorary Recipients Who Had Decadal Birthdays in 2022**

Carol Saliba had her 70<sup>th</sup> birthday on December 15, 2022. Ed Barber was then the holder of the birthday bouquet. He did not really know Carol well, so she did not seem to be an appropriate person for him to pass the bouquet on to, given the original decision about eligibility status. Carol is a member of one of the new Friendship Circle groups that the Caring Circle of 8 helped to form in the spring of 2022. Johanna Woodchild was the organizer for that group, and Edith Good is another group member. The group has already celebrated Carol's birthday, and have been concerned about the fact she was not automatically included in the ritual of passing the birthday bouquet. Carol has already expressed an interest in becoming an Honorary Recipient of the Edith Good Birthday Bouquet. The Friendship Circle group will be supportive of sponsoring Carol, and willing to participate in the planning and conduct of the initiation event. Carol has been working for about fifteen years with the monthly Food Bank distribution program organized by Elizabeth Breeden. Elizabeth will vouch for Carol's long service with this important outreach program of the congregation, and will invite other volunteers working in that program to participate in the initiation event as well.

Vicki Shackford had her 70<sup>th</sup> birthday on August 25, 2022. Vicki and her husband, John Shackford, have been members of the congregation for about ten years, and one of their strong interests is Tai Chi exercise. Vicki is a very experienced "master" teacher of Tai Chi, and the two of them decided to offer Tai Chi classes as part of their financial contribution to the congregation. They charge a minimal amount for each class session, and give the proceeds to the church. They provide two classes weekly throughout the church program year. The first is for beginners and is called Tai Chi for Health. It focuses on development of strength and balance, using a variety of Tai Chi exercises. The second class is for more experienced Tai Chi exercisers, and focuses on learning a full Tai Chi routine, and practicing this routine together regularly. These classes have been presented annually over more than five years, except for a

period during the early Covid pandemic, when such group activities were restricted. They have provided a valuable opportunity for congregation members to improve their health; since people outside the congregation are also accepted into the classes, they have introduced new local residents to our church and members; new connections and friendships have developed between and among the Tai Chi class members; and class fees have been a welcome addition to the church budget.

Greta Dersheimer has talked with Vicki about the change in eligibility being made with regard to the passing of the Edith Good Birthday Bouquet, and explained the new requirements and procedures to be used going forward, and Vicki has agreed to be initiated as a new Honorary Member. As a former participant in the Tai Chi for Health class, Greta will now talk with individuals from each of the two current class groups, and ask them to talk with other group members about supporting Vicki's nomination to be so honored. (This approach worked well in forming the two new Friendship Circle groups that the Caring Circle of 8 added last spring, and we think it would be appropriate here as well.) Since this will be a new procedure, Greta will be available for advice and assistance, as needed, as the two groups work together to plan and conduct the initiation event and write the summary.)

## **Summary**

This plan is an attempt to transfer the responsibility for maintaining the relatively new tradition of Passing the Edith Good Birthday Bouquet to a wider group of people within the congregation, as one possible way to maintain the tradition while expanding it to include a wider variety of congregation members. We are building on the history of our own development of the initial idea within the Caring Circle of 8. This plan was developed gradually over a period of time as a result of recommendations by a variety of people within and outside of our Circle.

Our plan puts the responsibility of deciding who will be initiated as an Honorary Recipient in 2023 on any group within the congregation which decides that they want to so honor someone whom they know. It identifies future eligible recipients as church elders who are having a decadal birthday within the current calendar year, and who have made valuable contributions to the church over time which have strengthened the church as an organization, or built connections with other congregation members, contributing to a congregational sense of community. It outlines the tasks that need to be carried out to prepare, conduct, and publicize the initiation event. It suggests a system for a minimal amount of general assistance during this initial year of change in the overall procedures. It should be expected that there will be ongoing future evaluation of the procedures and further changes as time goes on. It is our hope that our congregation members, younger and older, will learn more about each other and more about the activities that are available to us, to engage our interest, develop our capabilities, and increase our commitment to this community.

## **A New Ritual for Honoring Recipients of the Edith Good Birthday Bouquet**

## **Introduction**

A member of the sponsoring group(s) reads the Ritual Introduction:

On Edith Good's 90<sup>th</sup> birthday her sister-in-law gave her a cheerful tissue-paper bouquet. It stood on her counter for a couple of years as she wondered what could be done with it. In September 2021 when Greta Dershimer was having her 90<sup>th</sup> birthday celebration, Edith remembers, "It just clicked – I'll pass it on – it's so happy!"

Greta thought Edith was a model of active participation in the congregation and the local community. She felt very honored when Edith gave her the beautiful paper bouquet at her 90<sup>th</sup> birthday party. She thought that passing it on to other UU Elders would be a really nice congregational tradition.

Greta and Bayard Catron had both joined a new "Caring Circle of 8" in April 2021. On January 11, 2022 Greta was hosting the Circle meeting and it was Bayard's 80<sup>th</sup> birthday. She wondered what to do to help the group celebrate, noticed the Edith Good Birthday Bouquet standing on her piano, and decided it was the perfect time to begin the tradition of passing the bouquet. She told Bayard he had to take good care of the bouquet and pass it on to a UU Elder friend who was having a decadal birthday. He pledged to do so. She gave him the bouquet, and the tradition was born.

The purpose of this tradition is to honor our Elders on their decadal birthdays, remember the ways they have strengthened the church as an organization, and highlight the ways they have built connections to others and fostered a congregational sense of community.

Recipients of the Edith Good Birthday Bouquet must be celebrating their 70<sup>th</sup>, 80<sup>th</sup>, 90<sup>th</sup>, or 100<sup>th</sup> birthday; be a participating member or friend of the congregation; and must be sponsored by one or more groups that are active within the church and that want to honor the contributions the prospective recipient has made to the church.

## **Sharing Information**

Informant: A member of the sponsoring group(s) congratulates the Recipient on their decadal birthday, notes the specific ways the Recipient has contributed to the church, and invites other members of the sponsoring group(s) or invited participants to make brief comments about the Recipient's contributions to the church or about their own connections to the Recipient.

## **Presentation**

Another member of the sponsoring group(s) presents the Birthday Bouquet to the Recipient to hold.

Presenter: "It is a pleasure to give you this beautiful bouquet to hold as we celebrate this significant birthday with you, and honor your contributions to our congregation."

(Hands Recipient the Bouquet)

"Would you like to make a brief comment?"

Recipient Speaks

## **Conclusion**

Presenter: Thank you, (Recipient).

(To audience) And thank you all for being here for this traditional ritual of Honoring the Recipients of the Edith Good Birthday Bouquet. Please stay here for a few moments as we take photographs to commemorate this event.

**Photographs**

Informant photographs the Recipient receiving the bouquet from the Presenter. Presenter takes photographs of Recipient and the other event participants.