

**Unitarian Universalist Congregation of Charlottesville**  
**BOARD OF TRUSTEES MINUTES**  
**February 28, 2024**

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

*Join us on Zoom here:*

<https://zoom.us/j/92527903540>

**In attendance** – Pam McIntire, President; Bev Ryan, Vice-President; Kay Frazier, Treasurer; Hayley Owens, Secretary; Renee Brett, Achsah Carrier, Chris Little, Jimmy Gorham, John Griffith, At-Large Members; Tim Temerson, Lead Minister; Sean Skally, Director of Admin and Finance

**Absent** – Rev. Leia Durland-Jones, Minister of Faith Development (On Sabbatical)

**Guests** –

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

- Opening and Closing Words: Chris
- Reporter: Achsah
- Time Keeper: Kay
- Process Observer: Renee

**Reporter** To be done within a week of the board meeting. 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 to [communications@uucharlottesville.org](mailto:communications@uucharlottesville.org) and ask them to post to the website.

1. Opening Words
2. Check-In: one to two minute check-in
3. Community Time / Public Comment
4. Acceptance of Agenda

**MOTION:** The Board accepted the agenda as written.

5. Written Correspondence
  - a. Building Committee correspondence regarding the slate walkway replacement is included at the end of reports.

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

1. Approval of the February minutes happened electronically.

**IV. Reports (20 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
  - a. Included notes from Strategic Planning Community Conversations because Pam wanted folks to be able to have all of the good ideas for people to reference.
2. **Vice President's Report** - Beverly Ryan
3. **Treasurer's Report** (Written) - Kay Frazier
  - a. Appreciated the link to the monthly financial dashboard and summary.
4. **Lead Minister's Report** - (Written) - Rev. Tim
  - a. Rev. Susan just started her first week in the office. It is going to be a challenge for her to keep her work hours at 20 hours a week - there is so much to do!
  - b. Rev. Leia worked up until the last minute with this transition - she will be missed!
  - c. The Environmental Ministry started their cooking class last night.
  - d. There was a space issue between this cooking class and a memorial. Hosted a memorial for a recently deceased UVA professor and the place was packed (200+) and the cooking class had to relocate to the lower hall kitchen.
  - e. Joseph Jordan Ministerial Chapter on the 20th - this is a grouping of churches in mostly Central VA that we are a part of. Named after a late 19 century African American minister. Our church is a popular hosting site as we are centrally located in our region and Rev. Leia has helped us be a great host.
  - f. Rev. Susan is invited to these board meetings, but not expected to attend so that she can use her time wisely.
5. **Minister of Faith Development's Report** (On Sabbatical) - Rev. Leia Durland-Jones
6. **Director of Administration and Finance Report** (Written) - Sean Skally
  - a. Moved a significant amount of money to the UU endowment fund. Will get a 9 month CD which will give us a 5% return. This move will allow us to make more money on money that was previously sitting there.
  - b. Working on how to track vacation time for hourly employees.
  - c. Working on getting the Edgewood Lane parking lights fixed this week.
7. **Building Use Task Force**
  - a. No updates - Covid rates continue to be down.
8. **Membership Report** (N/A) - Beth Jaeger-Landis
9. **Board Liaison Reports**
  - Nom Committee: (Oral) John Griffith

- Met on Monday. Looking at open positions, have some leads, but always looking for suggestions.
  - Cathy gave an update to Rev. Tim and Rev. Leia and Rev. Tim will be working on helping to recruit specific folks.
- Personnel Committee (Oral) - Beverly Ryan
  - Personnel is trying to get paperwork straight and perform annual reviews with the staff. Available to Finance for the budget for questions in regards to staff salaries and benefits.
- Communications Committee (Oral) - Achsah Carrier
  - The Communications Committee is working on the Pledge drive this month.
  - Jude has a friend who knows about Wordpress (the system that runs our website) and this friend is working on the website to help solve some of the background issues for a very reasonable price. Hopefully this will give us a more stable platform.
  - This money is coming out of the communications budget.
  - Communications did an incredibly fast and creative job on the pledge drive website!
- Building Committee (Written) - Hayley Owens
  - *End of Reports*

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

### **IV. Business (60 min)**

- **Budget Overview** (10 min) - Kay
  - First draft is well informed with lots of input from committees and staff.
  - Now is a good time for the board to ask questions or voice concerns.
  - Want to stress that on revenue what we are seeing is that there is more reliance on the pledge drive itself, but unpledged donations are considerably down. Possibly this is because of higher pledges and that the Social Action Collection is taken every week instead of just the first Sunday of the month. We are counting on pledges at 86% of the budget, which isn't ideal and will need to be addressed in the coming years.
  - This year, the pledge is asking for a 10% increase. This is to account for the budget including important building & grounds improvements.
  - Another impact on non-pledged donations being down? Projects like the porch renovation are "Special Collections" that run separately from the budget, but also likely pulls money away from un-pledged donations.
  - \$21,157.57 raised for SAC YTD
- **Pledge Drive** (10 min) - Jimmy
  - Jimmy is the pledge drive chair this year! Happy to do it as he has been involved with the pledge drive for many years. The organization that has been created in the past few years has allowed the role to be very smooth and easy.

- Askers Team with Carole Temerson, Bob Brett with pledge tracking, and the Communications team hard at work. A number of pledges have already come in - well over \$100,000.
- March 3rd is the pledge drive kick-off. This will be a Soup Sunday with celebratory cake and are currently looking for support with setting up and cleaning up. We will have pledges for people to pick up and fill out and a bell to ring as folks turn these in.
- The ask for the board is to please pledge before the official kick off on March 3rd. Asking for a 10% increase as the recommendation for the board that would fund most of the priorities for the budget - utilities, increased pay for staff. We know that this is going to be a challenge to get there, but it is a good challenge.
- There will be updates in an additional Tuesday newsletter with bar graphs for each week.
  
- **Summit House Porch Update** (5 min) - Hayley
  - *As written*
  
- **Slate Walkways Replacement** (10 min) - Hayley & Kay
  - *Background in Treasurer's Report. Discussion as follows:*
  - There is currently over \$9,000 in reserve funds. There is not a good policy for the process around allocating these funds.
  - The gravel is an interim solution, board members expressed concern that the crushed stone won't be very compatible with walkers and rollers. The main priority is to remove the slate, which is currently irregular and a tripping hazard. After more planning and design there will be a permanent solution for the walkways. There is a concrete walk that connects the Social Hall to the Summit House ramp.
  - Board Members raised concerns about maintenance of the gravel, preserving root systems and also that some roots may stick out from above the height of the gravel.
  - Since this is happening quickly, we will need to quickly communicate to the congregation about this project.
  - This situation and strategic planning conversation have shed light on how much our congregation is in need of a comprehensive plan for the buildings and grounds.
  - In Strategic Plan conversations some elders have expressed the need for increased accessibility and inclusivity, so appreciate that the slate removal starts to address this - the future, final design will need to be conscious of this.
  - **Motion: The Board of Trustees approves the use of \$1,000 in Buildings and Grounds Reserve Funds to remove the slate walkway and install crushed stone.**
  - Unanimous approval.
  - Next Steps - Kay will write a paragraph for the newsletter/website to explain what we are doing and why. Rev. Tim can send out an email in Breeze.
  
- **Nominate GA Representatives** (5 min) - Pam
  - **Motion to approve Wayne Arneson as a GA representative.**
  - Unanimously approved.
  
- **Long Range Task Force Update** (15 min) - Pam, John, Chris, Rev. Tim, Ashsah

- Had held a lot of congregation conversations, not as many people attended as was hoped as we had several busy Sundays.
- The next phase might be to talk with different stakeholder groups. Meeting tomorrow night to talk about who those stakeholders might be.
- The next step will be to take all these ideas and put them into actionable plans and goals that help keep us focused, yet make sure that everyone feels heard.
- This is meant to be a 3 year plan, so it is going to be a challenge to dwindle it all down.
- Many of the comments in the report are not actionable, so working to dwindle it down might be easier than initially thought as we consider what can be easily done with this congregation's talents.
- The taskforce will put something together, bring it to the congregation, and then will work on it some more before it is brought to the congregation in June.

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

**Motion: Pam made the motion to renew Rev. Tim's contract for another year.**

Bev seconded the motion. The motion passed unanimously.

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

##### 1. Process Review

##### 2. Things to do / communicate

- a. Kay will write a paragraph for the newsletter/website to explain what we are doing and why. Rev. Tim can send out an email in Breeze.
- b. Please make your pledge before the Pledge Drive kick-off.

##### 3. Closing Words

#### **Dates to remember**

Next UU Charlottesville Executive Board Meeting: March 19th, 2024

Next UU Charlottesville Board Meeting: March 27th, 2024

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

##### **President's Report to the Board: February 2024**

The Long Range Planning Task Force has been hosting Congregational Conversations about the interests and passions of congregants in supporting our mission. The conversations were divided up in relation to the four main focus areas of our mission:

1. **Cultivating a safe and welcoming place for all**
2. **Nurturing mind, heart, body, and spirit**
3. **Working for equity, justice, and peace for all people**
4. **Working for equity, justice, and peace for the planet**

Wonderful, thoughtful ideas were raised in these conversations. And, there are still more conversations ahead before we present the final plan to the congregation in June. In this report, I present some of the broad initiatives that have been discussed, followed by some of the specific ideas. The specific ideas could be considered by groups organized by the plan or incorporated within the broader ideas. This summary is an initial report to the board on our progress. This is not a draft of the Long Range Plan, just a summary of the ideas that have been presented so far.

### **Cultivating a safe and welcoming place for all**

- Develop and adopt a comprehensive Master Plan for our building and grounds that reflects core UUCville values (accessibility, sustainability, community, etc.) and that includes a funding strategy to support implementation of the plan. A few of the many things this plan should consider are:
  - ADA compliance of all grounds and buildings and AIM Certification from UUA (Accessibility and Inclusivity Ministry).
  - Improvements to our parking situation.
  - Consideration of how the visual aspects of our building and grounds might be more welcoming to people from diverse groups.
  - Completion of an “Inclusivity Audit” and report reviewing core UUCville ministries (worship & music, faith development, social action, membership, etc.) with a focus on the experience of groups/identities/perspectives that have been historically marginalized within Unitarian Universalism and UUCville. This task should include engaging focus groups of different communities within our community.
  - Appointment of a “Safe and Welcoming Team” that will work collaboratively with staff, lay leaders, the congregation, and the wider community to implement the recommendations of the Inclusivity Audit. The plan should pay special attention to:
    - Creating a College Ministry and welcoming Young Adults to our community.
    - Attending to the needs of families with school age children.
    - Considering the needs of LGBTQIA+, BIPOC, and other people who have traditionally been disempowered, disadvantaged, and disenfranchised.
    - Ageism that can marginalize older congregants.
    - This might include training for all of us on how to be welcoming.
    - It might include potlucks with activities that help people engage with people they don't know.
    - It might include questions for people to ask each other in the social hall (like icebreakers).
- Develop a marketing plan that brings our UU values explicitly into the larger community. Perhaps we could think of this as developing a “brand.” Examine what has been effective for other UU Congregations and the UUA. There may be many people who would want to come to UUCville, but don't know what we are about or even that we are here.

## **Nurturing mind, heart, body, and spirit**

- Building on existing ministries, we will create a ministry of healing and wholeness. A task force will be appointed to define the goals and parameters of the ministry and recommend initial actions/programs.
- Structure our ministries on the model of 'community of communities' (COC) rather than the family model. The family model tends to be hierarchical and self-contained (vertical structure); the COC model is more inclusive and focuses on sub-groups within the congregation (horizontal structure). Examples of sub groups are seniors, young adults, parents with children in RE, those involved in music, LGBTQAI+ folks, and people involved in social action. For more details on this concept, here is we a short video: UU Congregations: A Community of Communities by Paula Cole Jones <https://www.uua.org/leaderlab/community-communities>
- Working collaboratively with the Minister for Faith Development, the Religious Education Committee, and leaders of key programs/ministries, UUCville will increase the breadth and depth of its faith development ministry for all ages, including classes, workshops, retreats, trainings, affinity groups, etc. relevant to important demographics within our congregation, including young adults, elders, LGBTQAI+, BIPOC, etc. and that dovetail with key ministries and programs, including social and environmental action, anti-racism, LGBTQAI+ outreach, etc.
  - This work could prioritize our need to raise the next generation of UUs by centering the children in the congregation), supporting parents, and providing more connections across generations.
- Recognizing the yearning for community and connection that brings so many to our congregation, we will build a multigenerational, *Family Ministry* that brings people of all ages (both within and beyond our congregation) together for friendship, fun, learning, and service. A Family Ministry "Council" (FMC) will include but not be confined to representatives from faith development, hospitality, worship, social action, etc. and will also include the creation of a Social/Fellowship Committee charged with organizing multigenerational events/activities.

## **Working for equity, justice, and peace for all people**

- Building on our very successful tradition of offering financial support to organizations working for social and economic justice, we will cultivate 3-5 *community partnerships* that will enable our congregation to engage in experiential, hands-on service and relationship building. We will especially seek partnerships with organizations working for equity, justice, and peace for historically marginalized communities in Charlottesville, Albemarle County, and Central Virginia.
  - Ideas for additional involvement in the larger community include engaging with other UU Congregations and other faith communities.
  - Develop community projects that bring us all together. Build stronger relationships with other groups (such as our current emphasis on our connection with Sin Barreras) while making sure to bring our UU values and wisdom to these partnerships.

- Recognizing that justice and equity require addressing structures of oppression through public witness and advocacy, UUCville will connect with and draw upon the expertise and resources of national, state, and denominational initiatives and organizations. Examples may include but are not confined to IMPACT, Side with Love, Equality Virginia, the UU Service Committee, the Poor People's Campaign, Equality Virginia, Environmental orgs, NAACP, Livable Cville etc.
- Develop a plan to become more anti-racist in our congregation and the larger community.
- An impactful UUCville social justice ministry will necessitate a new organizational model/structure. A social justice organizational task force should be appointed which will propose such a structure, taking into account current practices and programs as well as likely initiatives in the near future.
- Create a Volunteer/Member Coordinator position so we can bring a greater focus and intention on helping people get connected with the church. This coordinator could:
  - Assist with matching people with groups/committees/activities.
  - Maintain the membership database.
  - Promote more sustainable and new leadership for projects we already do.
  - This could start as a volunteer position and grow into a paid position.

### **Working for equity, justice, and peace for the planet**

- Led by the UUCville Ministry for Earth, we will develop a wide-ranging environmental ministry that enables us to be a community leader for climate justice. To that end, we will:
  - Engage in regular hands-on, environmental service in our local community.
  - Collaborate with UUCville ministries like Faith Development and Hospitality to offer classes, workshops, eco-friendly potlucks, and other educational programs that promote sustainable living in our congregation, in the lives of our members & friends, and in the wider Charlottesville community.
  - Be a bold voice for environmental advocacy and justice at the local, state, and national levels. To that end, we will work closely with advocacy organizations like Virginia Interfaith Power and Light.
  - Offer a green, sustainable voice in the development of a Master Plan for UUCville's Building and Grounds.

Specific points that were raised that could be considered by groups working on the broader initiatives or that might be incorporated in these initiatives.

Cultivating a safe and welcoming place for all

- Specific points that were raised that could be considered by groups working on the broader initiatives above:
  - Finances
    - Create a facilities capital fund to maintain grounds/Summit House/ building.
    - Create an annual maintenance plan.
    - Staff Compensation.

- Accessibility:
  - Continue accessibility via Zoom.
  - Not all seating in church is accessible. The pews are difficult to get into and it is difficult to see the screen and the chancel from behind the pillars.
  - Please make sure the ramp is shoveled when the steps are shoveled.
  - It is hard to get to the altar to drop stones in the water and hard to get coffee.
  - Sometimes the tables in the social hall have no chairs around them.
  - There are bumps by some entrance doors and no automatic doors.
  - We could do an assessment of accessibility.
  - There is no room for a rollator.
  - Room behind the back pews is too tight for people with walking disabilities.
  - We need gender neutral bathrooms upstairs and family bathrooms.
- Marketing
  - We could have a “passive marketing” plan where we go out and do things and people in the community get to know us.
  - Invite other congregations to visit us on a Sunday.
- Welcoming newcomers
  - We have to do a better job at communicating happenings to new congregants.
  - Have welcomers who greeters can refer newcomers to. They would talk one on one with newcomers.
  - We need training on how to welcome newcomers.
  - Have special name tags for newcomers so we can identify them even if they don't have a red cup.
  - We could have Implicit bias trainings.
  - Find out what it is like to be a newcomer and help our settled congregants feel that.
  - We need to intentionally talk with newcomers so they don't feel like outsiders. We need someone on the playground to do this and someone in the Social Hall.
  - Have a flier/mission card to hand out to newcomers.
  - Have a list of activities to hand out to newcomers.
  - Perhaps we need the bulletin boards back so people can see what activities are available.
  - We could have the QR code for the website more visible around the building.
  - Have volunteers be friendly to visitors on zoom.
- Connections and Conversations
  - Have discussion groups after church on deeper questions of life and growth. Or, perhaps to talk over ideas brought up in the service.

- Perhaps tables in the social hall could have signs to attract different people to a discussion or to a question or a particular group so we mix up people and people talk with people they don't know.
- We could have icebreaker questions for people to ask each other after the Sunday Services.
- Set up more tables in the social hall for people to sit and have a conversation.
- We need a Transgender and Gender Non-binary activity group.
- We need more social activities - perhaps a group that takes on organizing social activities.
- It is nice to have more potlucks after church.
- We could offer the courageous conversation curriculum.

#### Nurturing mind, heart, body, and spirit

- Healing
  - Focus on healing as a central concept in our work together. We all need to heal from the way interlocking systems of oppression have harmed us all.
  - Offer Air Flow Afro yoga, which addresses all of these things—emerging from the African diaspora, and African spiritual practices. There is more to healing than intellectually understanding past and present oppression. Practices that heal our bodies and or spirits are also critical.
  - Build trust among congregants starting with a low stakes Social Activities Group. As trust builds, perhaps more deeper interactions will be possible.
- Faith Development
  - Organize “faith” groups for people to explore their spirituality in small groups.
  - Have an Adult Faith Development Committee to organize new programs that are needed. Perhaps we could offer courses in a curriculum—courses in some sequence to learn about a particular topic, perhaps addressing it from different angles.
  - Add other ways of connecting spiritually outside of Sunday services.
  - Have more time in Sunday services devoted to deeper spiritual experience and less time on children.
  - We need teachings on ways to disagree and say no.
  - Have a leadership development team.
  - Incorporate what do I need and what can I offer as another part of joys and sorrows.
- Care for our Older Congregants
  - We need to care for our elderly population who cannot attend the regular activities. For example, can we offer rides to medical appointments.
  - Sometimes elderly people need “friendly visitors” who can stay awhile, talk, and perhaps even watch sermons together from the website.
    - Engage in Deeper Discussions.

- Create ways to engage more deeply with the sermons. Perhaps by having discussions together after the service. It might be especially helpful to have these discussions in the Parlor where it is quiet and there is a comfortable place to sit.
- It would be good to have a chance to engage in deep conversations about difficult issues from a spiritual perspective.
- We need training to really listen to each other so we can have these deep conversations.
- We could offer courses or programs on aging and spirituality.
- A course on people's relationship with ultimate reality would be very helpful.
- Engage with Nature
- We could develop a program for people to enrich their spiritual experience through contact with nature - reintroduce that connection to nature as an integral part of mind body spirit. Perhaps taking walks together in nature.

### **Working for equity, justice, and peace for all people**

- Examine the root causes of social issues, especially hunger, poverty and homelessness.
- Examples of specific causes we could work on
  - Create a group to focus on Criminal Justice initiatives including inequities in the criminal legal system, police behavior and policing budgets, gaps in people returning to the community from prison.
  - Increase our involvement in UUUN activities.
  - Service project weeks in and around the community.
  - Teaching life skills to the community.
  - Support people in preparing their taxes.
  - Assist with Immigration support.
  - Support drug addicts in recovery.
  - Support parents through addressing child care needs.
  - Support the development of low income housing locally to work toward ending homelessness, hunger, and poverty.
  - Examine and promote Diversity Equity and Inclusion Policies.
  - Peace education - peace actions in the United Nations group.
  - Support for political activity - helping get more diverse people involved in local politics.
  - We need to make more connections with African American communities.
  - Advertise our yoga class to the larger community.
  - Support initiatives to encourage people to vote.
  - We could take more direct action in the community.
    - UU outing day to promote ideas we are talking about.
    - Community center work.
- Training ideas for our congregation

- Support learning sessions where people can come to learn about issues and then be available for action.
- Provide opportunities for congregants to be comfortable with being uncomfortable and be in the company of people we wish to help.
- We need information to contact our political representatives.
- Practice seeing both sides of issues - so we can communicate more effectively with each other.
- Have a web page of "Ways you can help."

### **Working for equity, justice, and peace for the planet**

- Organizing in UUCville
  - Access wisdom from the UUA website about forming justice programs and their numerous brochures and guides so we don't have to reinvent programs. <https://www.uua.org/environment>
  - We could bring together the different groups of social and environmental action to share ideas and provide support to each other instead of existing in silos.
  - Empower the Social Justice Council to pull together our actions and make the larger community aware of groups and activities.
  - We could organize a writing group where people interested in justice issues could write and share together and connect to our faith and values. This would help deepen their commitment to justice and help meet their spiritual needs. This would be especially valuable to those who could more easily access the group on zoom.
  - We could organize a central webpage that lists social and environmental justice actions that are happening through UUCville. Several people said they would like to participate, but do not have the time and energy to do their own thorough research to identify effective action.
  - Attending lectures and follow up discussions is especially helpful in learning about issues.
  - We could engage in targeted letter writing and emailing to representatives. We could publish letters in the local papers.
  - Perhaps we could focus on one issue per year together.
  - We could focus our efforts on the climate crisis and associated economic disparities.
  - We need to find ways to continue with Active Hope in the face of climate change which can lead to despair.
- For our building and grounds:
  - Research the carbon footprint of the church campus (an initial step in B&G 3 year plan).
  - Use recycled paper toilet paper .
  - Use organic products (particularly coffee) - perhaps from Fair Trade.

- Have an energy audit completed - through LEAP.
- Use rain barrels.
- Research gray water systems.
- Start a community vegetable garden.
- Work toward Green Sanctuary 2030 certification.
- Move toward net zero carbon emissions on our campus.
- Financial Action:
  - Use only sustainable banking organizations for our funds and our credit cards.
- Education:
  - Research and share good climate news/success stories to help people feel motivated and hopeful.
  - Educate the congregation on ways they can be sustainable - by examples. of members already doing so - either a forum or perhaps an Environmental Tour of Homes.
- Advocacy
  - Advocate for government laws and policies that support a sustainable planet.
- In the larger community
  - Partner with other churches (particularly marginalized groups) to work on environmental projects.
  - Partner with community organizations such as Food Justice Network to work on community gardens (Washington Park).
    - We could collaborate with local environmental groups such as Cville 100, the UVA Sustainability group, and Interfaith Power and Light. We could have a UUCville representative attending their monthly meetings.
    - Locally, water distribution is a problem and our streams are open to pollution.
    - Take action to protest the wars through association with national groups and the United Nations group.

Submitted by, **Pam McIntire**, President

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## **Treasurer's Report to the Board: February 2024**

### **Finance Committee**

- The committee reviewed the Year-to-Date January FY 23-24 financial reports, finding no significant concerns. Most line items are tracking in line with the Adopted Budget with a few exceptions. Utilities for the main building and Sanctuary are running over budget while utilities for Summit House are below budget. On the revenue side, pledges

received are on track, building rentals are exceeding the budget projects, and fundraising events to date exceeded projections. The unpledged donations are well below projections. Revenues are exceeding expenditures.

To view the monthly financial dashboard, visit the website at:

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

- The committee voted to move \$25,000 of the funds currently in the UVA Community Credit Union savings account to a short-term, 9-month Certificate of Deposit, earning 5% interest.
- The Committee requested that the DAF move the donations made to the Endowment Fund (\$41,185.39) be transferred to our account with the UUA Common Endowment Fund. Donations to date are notably higher than in past years, mainly due to a donation of \$30,000 from the estate of Thomas Crowell.

### **Slate Walkway Removal Proposal**

The Buildings Committee has worked for several months developing a plan to remove the slate walkway that connects the Social Hall sidewalk to the playground, pergolas, and labyrinth. The slate walkway is slippery when wet and the slate is pushed up by the tree roots, causing numerous trip hazards. The committee has been looking for a cost-effective way to deal with the issues, knowing that the solution would be a temporary solution. A long-range solution would be addressed as part of developing a long-range plan for our campus grounds. A long-range solution is anticipated to be much more expensive and will necessitate fundraising. Pictures are included of the walkway and an example of the crushed stone that will be used for this project.

The committee received a reasonable bid of \$1000 from The Great Outdoors LLC for removing the slate and laying down crushed stone in its place. The slate would be removed and retained by the contractor. The area would be filled with brown crushed stone and compacted. The bid is on the condition that the contractor can proceed with the work immediately, during the winter season. The cost would increase if the work was performed during the busy Spring and Summer seasons.

This project will require using \$1,000 of Buildings and Grounds Reserve funds. The balance in this account is \$9,820.71. The Finance Committee voted unanimously to recommend using the reserve funds for this project. In the interest of transparency, the Board is asked to consider a proposed resolution supporting this project.

**Proposed Resolution: The Board of Trustees approves the use of \$1,000 in Buildings and Grounds Reserve Funds to remove the slate walkway and install crushed stone.**

### **Budget FY 24-25**

The Finance Committee, along with Rev. Tim, reviewed the 1<sup>st</sup> draft of the proposed FY 24-25 Budget. The first draft incorporates the requests from the ministry and various committees and groups in the congregation, a pool of funds to support staff pay and benefit increases, and

increases due to inflation and costs of services. Expenditures in the draft budget are a 6.5% increase from the current fiscal year, equating to an increase of approx. \$37,747.

The increases in expenditures are primarily due to:

- Increase in staff pay and health insurance costs
- Increase in buildings and grounds maintenance costs
- Slight increases in worship service support, childcare for Second Hour, and instrument maintenance
- Increase in utility costs for the Sanctuary and main building
- Contributions to the Sabbatical Fund, and Buildings and Grounds Reserve Fund

The significant changes in revenue projections are as follows:

- Pledge donation (pledges and pledge match) increase of 7%
- Increase in building rental fees
- Slight increase in fundraising revenues
- Decrease in one-time unpledged donations

Depending on the outcome of the Pledge Drive, the Finance Committee has identified line items for potential decreases and increases. The goal of the Finance Committee is to present a balanced proposed budget to the Board of Trustees in April.

Submitted by: **Kay Frazier**, Treasurer

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### **Lead Minister's Report to the Board: February 2024**

It is a pleasure to write this report because so many positive things are happening at the UU Congregation of Charlottesville! On most Sundays since the beginning of the new year, we are welcoming quite a few newcomers and attendance at recent newcomer circles has been very robust. I'm also delighted to see that the work on the Summit House porch is near completion, and I want to congratulate the Board, the Building Committee, and the congregations for making this essential repair possible. One of my goals is to see our congregation complete most if not all of our "deferred maintenance" projects. I understand how needed repairs can be delayed for financial and other reasons. But this seems like a very good time to cross as many of these projects as possible off of our list. I also want to congratulate our congregation on the way you sent Rev. Leia off on her sabbatical. Ministerial sabbaticals should be joyful occasions and I think Rev. Leia felt your love and good will. On a personal note, I will miss Rev. Leia's wisdom, her experience, and her passion for our congregation. But I know she will return to us rested and renewed. I can also assure you that our Faith Development ministry is in good hands with Rev. Susan Karlson and I'm very excited to be working with her. Rev. Susan is a very talented UU minister with a passion for social justice and spiritual growth. We are so very blessed to benefit from her many gifts over the next six months.

Below is a summary of some of our key ministries and programs.

**Worship** – I've been very pleased with our services over the last month and am looking forward to March. The service Rev. Leia and I led about Mr. Rogers was the highest attended service since I've been at UUCville, with almost 190 adults in attendance, both in person and online. If we added in children and youth that day, I believe our total numbers were around 225-230, which is a very strong pre-pandemic number for a congregation our size. I also want to give yet another shout-out to Scott DeVeaux and the choir. I am so impressed with Scott's energy and creativity and when the choir sang on February 18, I counted 21 choir members on the chancel, which is the largest number I've witnessed since I've been at UUCville. I know the choir has even more overall members, but it is such a joy to see the chancel so crowded! I can't really back this assertion up with evidence, but I've always thought that a 300+ member congregation with a healthy and vibrant music program should have a choir of about 30-35 members. The way the UUCville choir has been growing I feel confident we will get to that number in the near future!

**Young Adult Retreat** – The young adult group held a retreat at Kay and Jude's house on February 17. I know attendance was small but from what I understand, it was a very good experience. I also want to congratulate our congregation for supporting our young adult ministry in the current budget. I certainly hope that support continues in the budget you will be asked to approve in the coming months.

**Membership** – As I mentioned earlier, attendance at newcomer circles has been robust. We are planning the next New Member and Friends class on April 26 and a new member ceremony will be held during a Sunday morning service in May or June. I will also be in discussion with the membership committee about the possibility of holding a potluck dinner for all of our new members over the last two years to welcome them and give them a chance to get to know each other.

**Denominational** – We hosted the meeting of the Joseph Jordan ministerial chapter on Tuesday, March 20. A big thank you to several of our lay members, including M.J. Lightbody and Elizabeth Breeden, for assisting with food and hospitality. We will host the group again in May.

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

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#### **Minister of Faith Development's Report: On Sabbatical**

**Rev. Leia**, Minister of Faith Development

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#### **Director of Administration and Finance Report: February 2024**

[Jan Statement of Financial Position](#)

[Jan Statement of Activity](#)

[Jan Budget vs Actual YTD](#)

[Jan Budget vs Actual for entire year](#)

[Jan UUCEF Statement](#)

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

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## Membership Report for February 25, 2024 - TBD

Membership as of \_\_\_\_: \_\_\_\_

Additions:

Drops:

Membership as of \_\_\_\_: \_\_\_\_

Respectfully submitted, **Beth Jaeger-Landis**

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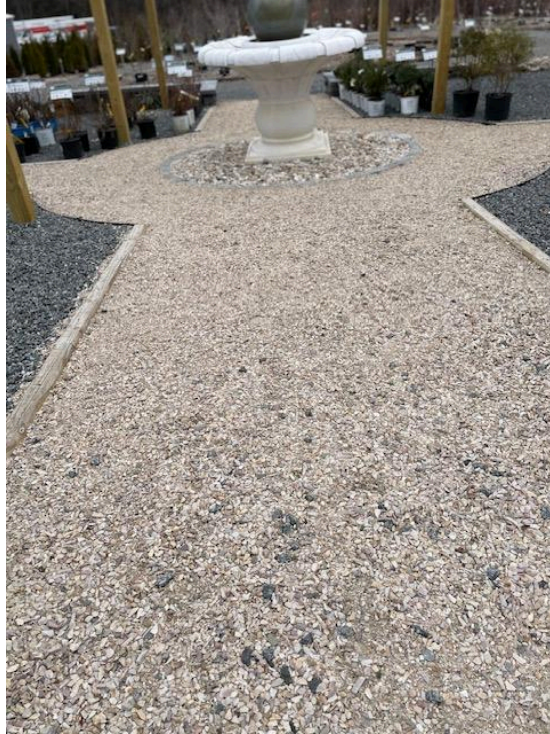
Dear Board,

For several years the heaving slate walkway outside the Social Hall doors has been of concern, and a priority, to the Building Committee. We have seen folks trip and slip. The "mother tree" that is causing this upheaval is also greatly treasured. After considering various porous solutions that do not endanger the tree, we decided that the most affordable solution that can be addressed in the present, is to take the slate away and make the pathways smooth with the addition of crushed stone (see pictures of its use at Snow's Garden Center.)

The contractor offered two prices: \$1,600 if he leaves us the slate or \$1,000 if he takes the slate. We priced the slate quickly and realized this is a fair price and plan to have him take the slate. We believe the crushed stone will be manageable to handicapped members using walkers. The proof will be as we use it. The cupolas will remain on the slate since they are concrete pads, as will the slate steps. The vendor, Graham Howe of The Great Outdoors, has offered to give us this price if we do it before his season gets underway in March, thus the immediacy of your decision.

Thank you for your consideration,  
Building Committee





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### Summit House Porch Report

I was hoping that the railings would have come in and I could report that Summit House is only waiting for a final permit inspection but alas, the contractor plans to install them on Thursday and Friday. As you can see the porch has been leveled, new footings set on concrete piers, new support beams under it have replaced the rotten ones, trex decking for the porch and ramps, new railings, new lattice work that will (hopefully) keep out that skunk who used to visit yearly. Support posts, railings, ceiling, ramp to door are painted.

We also contracted with Buck to repair the fascia boards on the second floor and the attic door which had fallen in. He has repaired the attic door and I will go over the fascia that I reviewed with Jude (using binoculars.). He expects to have all of that installed by Friday and painted. We have promised to fund the repair needed in the two gardens in front of Summit, injured by the construction. They are maintained by Sandy Brooks and Burnie Davis on the left and Kay Fraiser and Jude Bias on the right.

So our lesson is: clean the gutters regularly.

The Building Committee

