

First Unitarian Church of Victoria
DRAFT MINUTES for BOARD MEETING on THURSDAY, OCTOBER 13, 2022
by Zoom

Trustees: Katherine Maas, Kathleen Zimmerman, Audrey Taylor, Jeri Dause, Kent Haden, Peter Hancock, Kristina Stevens, Karen Sharlow, Evelyn Peters

Ministers: Rev. Melora Lynngood, Rev. Shana Lynngood, Reilly Yeo (Intern)

Regrets: Jim Willis

1. **Call to order** The meeting was called to order at 10:02 am.
2. **Selection of Timekeeper and Process Observer** Peter Hancock was selected as Timekeeper and Kent Haden was selected as Process Observer.
3. **Chalice Lighting** – Kristina Stevens provided the Chalice Lighting.
4. **Check-in: Joys and Concerns** Joys and concerns were shared.
5. **Approval of Agenda** Moved by Katherine Maas, seconded Audrey Taylor that the agenda be approved with the addition of 7.5 Approval of Jim Willis' Leave of Absence. **Carried.**
6. **Approval of Minutes of September 8, 2022** Moved by Evelyn Peters, seconded by Peter Hancock that the minutes be approved as circulated. **Carried.**
7. **Unfinished Business**
 - 7.1 Update on File Storage and Back Up Working Group – Kent Haden reported that the working group has met twice and made some initial decisions on vision and scope, and have also decided that Google Workspace is a suitable platform, despite it's the fact that it stores its data in the US.
 - 7.2 Update on Board Retreat – Kathleen Zimmerman continued to refine the Retreat agenda, based on the notes supplied by Audrey Taylor). **Action Item: The final version of the agenda will be determined at the November Board meeting.**
 - 7.3 Update on Alternative Meeting Structure – Kent Haden has not received any feedback on this topic. **Action Item: This agenda item will be deferred to the January Board meeting.**
 - 7.4 Adoption of Updated COVID Guidelines – Moved by Katherine Maas, seconded by Audrey Taylor that the Updated COVID guidelines be approved. **Carried.**
 - 7.5 Approval of Jim Willis' Leave of Absence – Moved by Karen Sharlow, seconded by Peter Hancock that Jim Willis' leave of absence from the Board be approved as he recovers from surgery. **Carried. Action Item: Karen Sharlow to send Jim a card on behalf of the Board wishing him all the best in his recovery.**
8. **Ministers' Reports** – The reports were omitted due to time restrictions.
9. **Reports**
 - 9.1 Treasurer's Report – Kristina Stevens reported that Pam Harte left a generous legacy gift to the church. Current Board policy is that all unspecified legacy gifts go into the Endowment Fund. Endowment Fund resources can be used with permission from the congregation, and some interest from the Fund is used for annual operating expenses. **Action Item: Kristina Stevens to ask the Legacy Team to express thanks to Pam's family.** September financial reports were circulated, and the overall budget year to date shows a deficit of just over \$59,000. Pledged and unpledged income is below projections, in part because of donors who donate stocks are waiting for the market to hopefully improve. Church rental income is below projection, and some expenses will be lower than projected (e.g., accompanists' expense and worship expense). Maintenance and property insurance

expenses are significantly higher than projected. We can cover a budget deficit this year due to retained earnings, but this option is not sustainable for future years. The Finance Committee is giving the Board advance notice that some difficult decisions that will need to be made with respect to staffing and property expenses.

9.2 Council and Committee Reports and Questions Arising – Council Chairs. Reports were circulated and discussion was deferred to the next meeting due to time restrictions.

10. Process Observer Report This item was omitted due to time restrictions.

11. New Business

11.1 SELCY Staff Transition and Budget Implications – Rev. Shana Lynngood outlined that staffing changes will be made in the SELCY program over the next few months.

11.2 Library Disbursement Proposal from Mado Clarke – **Action Item: This item was deferred to the next meeting.**

11.3 Cascadia Growth Fund – Kathleen Zimmerman circulated information on the Fund.

12. Membership changes - New Members: 1 (Jeanine Hartman) Resigning Members: 0 Deceased Members: 0 New Friends: 2 (Pat McMahon, Donnie Jennings)

13. Announcements

13.1 **November Newsletter deadline: October 15, 2022**

13.2 **Next Board Meeting: November 10, 2022, 10 am**

13.3 **Board Retreat/Training: November 24, 2022**

14. Questions from FUCV Members – Kathleen Zimmerman. No questions were received.

15. Adjournment The meeting was adjourned at 11:55 am.

BOARD MEMBER ON DUTY ROSTER (*please check your dates for any conflicts)

Please e-mail Kathleen if you switch BMOD dates with someone - she will update the list and notify the office.

Date	Board Member on Duty
Oct. 16, 2022	Kent Haden
Oct. 23, 2022	Evelyn Peters
Oct. 30, 2022	Jeri Dause
Nov. 6, 2022	Jeri Dause (for Jim Willis)
Nov. 13, 2022	Peter Hancock
Nov. 20, 2022	Kathleen Zimmerman
Nov. 27, 2022	Kathleen Zimmerman
Dec. 4, 2022	Evelyn Peters
Dec. 11, 2022	Jeri Dause
Dec. 18, 2022	Jim Willis
Dec. 25, 2022	Peter Hancock
Jan. 1, 2022	Kent Haden
Jan. 8, 2022	Kathleen Zimmerman

WORSHIP SERVICE ATTENDANCE

Date	Topic/Minister	Attendance (#Devices + # People in Sanctuary)
Sept. 4, 2022	Big Trees/Faye Mogensen and Margo McLoughlin	51 + not recorded
Sept. 11, 2022	Belonging to Whom?/Rev. Shana Lynngood	51 + 98
Sept. 18, 2022	Why are We Here?/Rev. Melora Lynngood	63 + 73
Sept. 25, 2022	The Life of Us All/ Rev. Shana Lynngood	54 + 110