

First Unitarian Church of Victoria

DRAFT AGENDA for BOARD MEETING on THURSDAY, JANUARY 12, 2023

by Zoom 10 AM – 12 PM

Strengthened in spiritual growth, supported in community, energized by diversity, we strive to transform ourselves and our world through compassionate action.

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

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

Regrets: Jim Willis

Guest: Shirley Travis

1. **Call to order** The meeting was called to order at 10:01 am.
2. **A) Selection of Timekeeper and Process Observer** Peter Hancock volunteered to be Timekeeper and Jeri Dause volunteered to be Process Observer.

B) Interim Chair Moved by Kristina Stevens, seconded by Kathleen Zimmerman that Audrey Taylor be selected as Interim Chair until the President is able to resume his role. **Carried.**
3. **Chalice Lighting** – Kristina Stevens provided the Chalice Lighting.
4. **Check-in:** Joys and concerns were shared.
5. **Approval of Agenda** Moved by Jeri Dause, seconded by Peter Hancock that the Agenda be approved with the addition of item “11.5 Karen Sharlow’s Resignation.” **Carried.**
6. **Approval of Minutes of December 8, 2022** Moved by Evelyn Peters, seconded by Katherine Maas that the Minutes of December 8, 2022 be approved. **Carried.**
7. **Unfinished Business**
 - 7.1 Update on File Storage and Back Up Working Group – Kent Haden provided the update that the Working Group met by Zoom the previous Tuesday. An organizational chart, based on the Key Contacts List, has been developed. Once the structure is finalized, each unit within it will need the names and email addresses of the people who can access those files, and their type of permission, e.g., view, edit, etc. Jamie Twidale has volunteered to help the Treasurer move her files to the existing Google doc file. Bernhard Spalteholtz has volunteered to help with the set up of a Google docs system. Marion Pape has taken over as Chair of the Working Group.
 - 7.2 Adoption of Revised Board Covenant from Retreat – Rev. Melora Lynngood reviewed the bullets in the draft Covenant. After a few minor revisions, all present agreed to adopt it. **Action:** Rev. Melora to email the revised covenant to Kathleen. The Covenant of Good Relations will be discussed at the next meeting, and the discussion will be led by Evelyn Peters and Reilly Yeo.
 - 7.3 Review of “Relational Engagement” Strategic Plan Action Items from Retreat – This item was deferred to the next meeting due to time limitations. **Action:** Members were asked to select their top 3 action items and how to engage with the relevant committee/group.
 - 7.4 Review of Revised 2023 Budget and Draft Agenda for January Budget Meeting – Kathleen Zimmerman reviewed the draft agenda, and incorporated the suggested changes.
 - 7.5 Letter from Jim Jordan re: United We Stand – Evelyn Peters asked that the Declaration be included in the Budget meeting package, and Kathleen Zimmerman confirmed it had been added.
 - 7.6 Update on the Library Dissolution – Potential Rare Book Find – Jeri Dause reviewed the email informing the Board that a rare book had been found. **Action:** Rev. Shana Lynngood will contact the original donor to see

if they would like it returned, or if they are willing to let the church sell it. Jeri Dause to contact the members who are temporarily storing the book to thank them, and let them know what is happening. If needed, Shirley Travis has a connection with rare book valuation skills.

8. Ministers' Reports – Due to time limitations, this report was deferred to next meeting that the Ministers attend. They will be on Sabbatical during February and March.

9. Reports

9.1 Treasurer's Report – Kristina Stevens reported that the preliminary year end reports show a \$47,651 deficit for the 2022 fiscal year. There will be some minor adjustments to both income and expenses before the reports are finalized. The cash reserves (retained earnings from previous years) of approximately \$132,000 will cover this deficit, and leave about \$85,000 which will more than cover the proposed deficit for 2023.

9.2 Council and Committee Reports and Questions Arising – Council Chairs. No questions were received about the reports.

10. Process Observer Report Jeri Dause reported that all have participated equally.

11. New Business

11.1 Stewardship Consultant Proposal – Rev. Shana Lynngood contacted Rachel Maxwell, a UU consultant based in Seattle. She could work completely via Zoom, and proposed some dates she is available later this spring. Reilly Yeo mentioned that she is planning to hold a workshop on the Pyramid of Engagement, and the consultant's work could feed into that workshop. Reilly's recommendation is to try and book the consultant in April or May. Moved by Kathleen, seconded by Evelyn Peters that FUCV hire Rachel Maxwell as a Stewardship Consultant, based on the terms of the proposal submitted. A Task Force will consist of Kristina Stevens, Kent Haden, and Reilly Yeo as the Board contacts for the contract (with additions to the Task Force from ABC, the Finance Committee, etc.). **Carried.**

11.2 Examination of Endowment Fund and FUCV Foundation Fund Description and Purposes – Kristina Stevens is working on updating the statement of the purpose of the Endowment Fund, since the generous bequest from Pam Harte Smith has brought the fund over the target of one year's operating budget. Kristina will provide an update at the May AGM. The stewardship consultant may be able to assist with this.

11.3 Change in SELCY Director Position Status – Rev. Shana Lynngood reported that Anna Isaacs has asked to have the interim title removed to become permanent in the role of SELCY Director. This will not impact the 2023 budget. Moved by Jeri Dause, seconded by Kent Haden that Anna Isaacs' title remove the word interim, and that she become permanent in the role of SELCY Director. **Carried.**

11.4 BMOD Availability – Kathleen Zimmerman reviewed the schedule and the potential of possibly only having four Board members available. Audrey Taylor and Katherine Maas will be added to the schedule as of March.

11.5 Karen Sharlow Resignation – The Board received Karen Sharlow's letter of resignation. **Action:** Audrey Taylor will send a note on behalf of the Board to Karen thanking her for her contribution and that we understand her decision. Katherine Maas will contact the Nominating Committee to start the search for a new Vice President.

12. Membership changes - Kathleen Zimmerman. **New Members: 3** (Bruce Brady, Andreas Clesle, and Tracy Rankin); **Resigning Members: 0; Deceased Members: 2** (Marya Nijland, Steve Sharlow); **New Friends: 0; Deceased Friends: 0.**

13. Announcements

13.1 February Newsletter deadline: January 15, 2023

13.2 Budget Meeting Date: January 29, 2023 (with Information Meetings on Jan. 22 at noon in person and Jan. 25 at 6:30 pm on Zoom)

13.3 Next Board Meeting: February 9, 2023, 10 am

13.4 CUC AGM: May 19, 2023

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

15. Adjournment The meeting was adjourned at 12:01 pm.

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
Jan. 15, 2023	Evelyn Peters
Jan. 22, 2023	Jeri Dause
Jan. 29, 2023	Evelyn Peters (for Jim Willis)
February 5, 2023	Peter Hancock
February 12, 2023	Kent Haden
February 19, 2023	Kathleen Zimmerman
February 26, 2023	Evelyn Peters
March 5, 2023	Audrey Taylor
March 12, 2023	Katherine Maas
March 19, 2023	Jeri Dause
March 26, 2023	Peter Hancock
April 2, 2023	Kent Haden
April 9, 2023	Kathleen Zimmerman
April 16, 2023	Evelyn Peters
April 23, 2023	Audrey Taylor
April 30, 2023	Katherine Maas

WORSHIP SERVICE ATTENDANCE

Date	Topic/Minister	Attendance (#Devices + # People in Sanctuary/Lion Hall)
Dec. 4, 2022	The Past, Present and Future of Wonder / Reilly Yeo	60 + 110 = 170
Dec. 11, 2022	The Comfort of Small Wonders / Rev. Melora Lynngood	61 + 89 = 150
Dec. 18, 2022	Seasonal Magic / Rev. Shana Lynngood	67 + 65 = 132
Dec. 21, 2022	Solstice Service – Winter Quiet / Rev. Melora Lynngood and Anna Isaacs (Zoom Only)	Not recorded.
Dec. 24, 2022	Christmas Eve / Rev. Shana Lynngood	95 + 18 = 113
Dec. 25, 2022	Vancouver Area UU Congregations / Rev. Samaya Oakley (Zoom Only)	N/A