

**WESTSIDE UU CHURCH
BOARD MEETING MINUTES
NOVEMBER 9, 2021**

1. The meeting was called to order via Zoom by Marc Hart at 7:05 p.m.

Board Members Present: Marc Hart, Sue Anderson, Glenda Hood, Lauren Leising, Dwight Robarts, Daryel Sellers, Aimee Stubbs, Dayna Tooley, Jeff Rodriguez. Also attending: Reed Bilz, Mary Alice Cretsinger, Kim Lucas Hart, Nicci Kennedy, Tanner Trask. Janelle Weaver.

2. CONSENT AGENDA

- A. October 12 minutes approved as amended.
- B. December Plate Offering - TXUUJM (Texas UU Justice Ministry)
- C. Committee Reports – No committee reports

Sue Anderson moved to accept the Consent Agenda. Seconded and CARRIED.

3. FINANCE – Dwight Robarts

- A. Dwight has been working with Bill Terry to clean up several accounting issues that are impacting the accuracy of the Financial Position Statement. We had a negative cash flow in the first quarter of FY22. However, our overall balance of \$43,237 is ahead of last year.
- B. He and Bill Terry also are still working on resolving issues on the church credit card.
- C. There is a discrepancy between what we list as the value of the church's land and what the County lists it at. Dwight will investigate.
- D. The church owns a small tract of land off the main property. Someone has offered to buy it for \$1,000. We will decline this offer.
- E. Dwight has completed correcting issues with the Plate Offerings for this year, as the funds were never given to their intended recipient. He is working on correcting issues from the previous year.

4. DLRE – Nicci Kennedy

- A. Nicci met with some of the youth to following the sudden death of church member Jarod Kinnison recently to allow them to gather and process the tragedy. A celebration of life and reception will be held Friday, November 19, at First Jefferson UU. Board members are encouraged to attend.

5. CONTINUING BUSINESS

- A. Reopening Task Force - Kim Hart
 - 1. Very few people are attending the watch parties. She and others are working on getting new equipment set up so that services can be held both in-person and broadcast on Zoom.
 - 2. She recommends moving toward encouraging people to resume activities in the church. This includes getting rid of the advance sign-up currently required; asking our

pianist to resume performing in the sanctuary, and doing the chalice lighting and other parts of the service in the sanctuary.

3. She said that COVID case numbers are moving in the right direction, and if people are masking and social distancing properly, we also should be able to lift the capacity restrictions as well.

4. Another suggestion is to get the garden cleaned up so people can have coffee and conversation out there. A work day will be held on Saturday, November 20, to get the garden cleaned up. All are encouraged to attend, people can come and go as needed.

6. Dayna said the board should send an email to the committee chairs, encouraging them to consider resuming meetings and other activities in the church. She also will be calling some of the committee chairs. She recommends the Board send a video message encouraging people to come back to the church.

7. Daryel asked if there is a target date to have all the processes in place to resume activities. The goal is to be ready by Sunday, Dec. 5.

8. Daryel moved to approve the recommendations from Kim regarding the revised/updated protocols. Seconded and CARRIED.

B. Expansion of security system – Kim

1. Dwight moved that accept Kim’s recommendations for the new equipment and approve the purchases. Seconded and CARRIED.

C. Transition Team Update – Tanner Trask

1. A draft of the job posting is ready for review. The team hopes to post the job notice by the end of the November. He cautioned that the number of ministers looking for a settlement right now is relatively low. He reminded the Board that we will not be going through the UUA to find the minister. However, we will be posting the position on the UUA Job Board, which is a very effective platform for reaching prospective candidates. The draft will be submitted to the Board for approval before posting.

D. Strategic Action Plan – Sue Anderson

1. A task force is being created to update the plan, which has not been updated for about six years. Others on the team are Dwight Robarts, Cindy Fountain, Myrtle McMahan, and Daryel Sellers. She is going to contact a couple of other people about participating.

6. NEW BUSINESS

A. The Board will create a short video encouraging people to resume in-person activities. Several members will meet at the church at 5:30 Wednesday, Nov. 10.

B. There was discussion about establishing a memorial fund to honor Jared Kinnison, who recently died in a car accident. Dwight suggested we instead encourage people to make a contribution to CRE in Jarod’s honor. Another option is to repurpose and rename the currently existing Special Children’s RE Fund. Mary Alice Cretsinger suggested instead renaming the currently existing Youth Group Fund. Dwight will review the options and report back at the next meeting.

C. Discussion about who will interview candidates for the pastoral care position. Marc recommended having one or two members of the Executive Team, along with the chair of our Pastoral Care team, the chair of the Right Relations Council, Janelle Weaver and

perhaps Dayna Tooley. Julie Cecil also may be a good candidate for the panel. Lauren Leising will contact Julie to see if she is willing to help.

D. Review of progress the new board goals – Marc

1. Update the Personnel Manual: Janelle and Dwight will work on this in December.
2. Update Treasurer responsibilities: Dwight will work on this.
3. Reconstitute the Council of Committees and update the organization chart – Dayna will work on this.
4. Marc said the Board goals will be reviewed every three months, with the next review to take place March 2022.

7. EXECUTIVE SESSION

The meeting was adjourned at 9:35 p.m.

[Treasurer's Report](#)

[Annual Budget Percentage Report](#)

[Revenue and Expenses](#)

[Statement of Financial Position](#)

[DLRE Report](#)

[Review New Board Goals](#)

[Audit Findings](#)

[DLRE Response to Audit Findings](#)

[Review New Board Goals](#)

BACK BURNER

Insurance and Wind and Hail Rider--looking into an alternate insurer-end of year

Reviewing policy and procedures: Marc

Safe Congregation Request for Lock - Paulson--back burner

Update on Robert's Rules of Order revision: Marc and Aimee

30th Anniversary Celebration: Advanced Planning

Cultural Competency Training

Digitizing Documents/Getting Oral Histories/Protection of Documents-2018

Naming Opportunities Task Force Recommendations (for donations of lots of money or memorials)

Celebration of Life Services for those who have passed