

Westside UU Church
Board Meeting Minutes - August 9, 2022

The meeting was called to order at 7:05 p.m. Present: Kim Hart, Michael Muñoz, Dianne Nixon, Dwight Robarts, Jeff Rodriguez, Dayna Tooley, Also present: Cindy Fountain, Marc Hart, Nicci Kennedy, Don Strickland, Melissa Trask.

I. CONSENT AGENDA

A. Minutes from the July 12 , 2022, meeting were approved via email

II. COMMITTEE REPORTS

A. Rummage Sale – Cindy Fountain: The event will be 7 a.m. to 4 p.m. Monday, Sept. 5, at the church. Activities will be available for the children.

B. Endowment Fund – The Statement and Trader’s Report were accepted without discussion. Links below.

III. FINANCIAL REPORT: Dwight Robarts

A. We have not received the \$25,000 that was donated anonymously to the church. The check apparently has been lost in the mail and will be reissued.

B. In July, the church had a net positive cash flow of \$9,460.89.

C. Dwight anticipates a surplus of about \$40,000 for the 2022 fiscal year, final figures will be available next month.

IV. MINISTER'S REPORT: Rev. Don Strickland

A. Don is continuing to meet with members and get to know them.

B. Celebration of Life ceremonies have been scheduled for October for two members who passed away during the pandemic.

C. Don is gathering information regarding “The Eighth Principle,” and may present it to the church to formally adopt.

V. RELIGIOUS EDUCATION: Nicci Kennedy

A. Nicci and Kim Hart recently attended OWL training in Dallas. It was very informative. Nicci is now certified in training for elementary-age children, and Nicci is certified in the training for youth.

B. The job description for childcare providers has been revised. The Board will need to review the document and develop a plan for posting the job, interviewing candidates and hiring the staff. Nicci will be their

- supervisor. ACTION: The board reviewed and approved the job description via email on Sept. 1, 2022. ACTION: Nicci will work with the office administrator to get the job notice posted.
- C. CRE programming was offered in June and July for the first time in several years. Attendance was poor, so Nicci recommends we do not offer it next year.
 - D. The CRE participants decided to come up with a theme for this year. Their theme is the ampersand “&” symbol. It reflects how all of us are more than just one thing.
 - E. August activities include “FamRE,” at 9:45 A.M. on Sundays.

VI. CONTINUING BUSINESS

- A. Strategic Plan - Dwight Robarts: Discussion about how the Board will ensure that specific aspects of the plan are being actively implemented. Dianne moved to adopt the plan as presented. Seconded and CARRIED. ACTION: Dayna will send a copy of the plan to each committee chair. ACTION: Jeff will create a poster highlighting key points of the plan.
- B. Topics for monthly board communication to congregation: 1) New Strategic Plan; 2) ACTION: Glenda will do a video to do coming announcements. ACTION: Eric Hart will make a new slide featuring coming events to add to the presentation before the service.
- C. New security system – Dwight: The system is operational now. Eric Hart and Nicci are assigning people access codes. In the event there is an alarm, Gene McKeon is on the list of people to call. ACTION: Dianne will be removed from the list of people to call if the smoke alarm goes off. ACTION: Nicci will investigate buying a dry erase board to log who is in the building after hours. ACTION: Kim Hart will contact Spencer Maxwell about being added to the security system call list. ACTION: Eric will post signs at the three security system keypads with operating instructions.

VII. NEW BUSINESS

- A. Office administrator – Dayna: The current administrator has resigned, her last day will be Friday, Aug. 12. ACTION: Dwight moved that Caroline Nixon be approved to staff the position for up to 15 hours a week at a rate of \$20 hourly while a replacement is being sought. Seconded and CARRIED. ACTION: The search team for the next administrator will be Don, Nicci, and Caroline.
- B. Church spokesperson policy—Dayna: The Transition Team has proposed that the bylaws and the minister’s contract be revised to authorize the minister as the official spokesperson for the church. Dayna prepared

revised language for this change. ACTION: The proposed revision was reviewed and approved by the Board via email on August 15, 2022.
C. Increasing office administrator's hours: TABLED in light of the departure of the current administrator.

VIII. EXECUTIVE SESSION

The Board went into executive session at 9:05 p.m. and concluded at 9:27 p.m.

Adjourned at 9:28 p.m.

LINKS

[Rummage Sale](#)

[Budget Percentage](#)

[Treasurer's Report](#)

[Investment Statement](#)

Investment [Trader's Report](#)

[CRE Team Report](#)

[Strategic Plan](#)

[Minister's Current contract / Thoughts](#)

BACKBURNER

Congregational Meeting Bylaws and Amendments - Jeff Rodriguez & Sue Anderson September

NTUUC Grant - Dwight Robarts

Recycling Proposal and Pavestones out front - Dinanne Nixon

Review inventory of Church assets - September

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

Safe Congregation Request for Lock - Paulson--back burner

25th Anniversary Celebration: Postponed until safe to gather

Cultural Competency Training

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

Naming Opportunities Task Force Recommendations