

Westside Unitarian Universalist Church
Board Meeting Minutes
April 13, 2021

1. The meeting was called to order by President, Janell Weaver, at 7:05 pm via Zoom.
2. Present: Janell Weaver, Nicole Kennedy, Carol Cappa, Reed Bilz, Marc Hart, Dwight Robarts, Jerrie Koppa, Stan Yoder, Aimee Stubbs, Lauren Leising.
Absent: Tom Woods
Visitors: Christina Sellars, Kelly Flanigan
A quorum was present.
3. Consent Agenda
 - A. Minutes of March 9, 2021 Board Minutes were approved via email.
 - B. Small Group Ministries Report
 - C. Social Justice Report, Loose Plate Recipients; May, Texas Civil Rights Project; June, PFLAG; and July, TEA

Marc moved approval of the consent agenda. The motion was seconded and CARRIED.

4. Reports
 - A. Financial Statements - Dwight (Treasurer's Report, Revenue Expense, Annual Budget, Financial Position) The reports will be filed for audit.
 1. We have received our second PPP draw of \$28,494.55.
 2. Pledges - over 85% received for year
 3. Cash flow - now in deficit situation (\$2,249.00)
 4. Budget - no new items at risk; no transfers from reserve
 5. Health insurance premiums will increase 10% next fiscal year.
 6. Anticipated ask for UUA next year Program Fund will be \$18,802.00
 - B. Interim DLRE Report - Nicci
 1. Children and Youth Religious Education
 - a. Continuing to foster connection and support families.
 - b. Recent activities include Virtual Egg Hunt, Parent Support Group, Making bird feeders.
 2. ARE
 - a. 12 adults have signed up for Mosaic Glass Chalice making
 - b. Plans continue for creative ways to reach adults
 3. Intergenerational Opportunities
 - a. Discussing ways to connect over Zoom
 - b. New Walking Group has been successful in reacquainting participants
 4. Additional comments
 - a. Continue to reach out to members and friends
 - b. Are you helping to make board communications clear, concise and consistent?
 - c. Are questions being answered?
 - d. As Board members, look for ways to connect with the congregation especially after we re-open.

5. Continuing Business

- A. DVR Security System - Dwight is still seeking bids
- B. Reviewing Policy and Procedures moved to back burner
- C. New Committee Members and Update on Pastoral Care - Christina Sellars
 - 1. Difficulties encountered having to work without an active minister
 - 2. Committee will prepare a proposal for creating a "Technology Pantry" including a budget for buying computers and Hotspots for members without internet access.
- D. Search for Administrative Assistant - Janell is working with Caroline Nixon, NTUUC and the Southern Region on this
- E. Appoint 5th member of Transition Team - Janell will ask Tanner Trask to invite Kim Hart to join the Team
- F. Adding another Member to Endowment Committee
 - 1. Bob Vann has suggested appointing Barbara Crotty and Rocio Sarmiento-Ayala for now, and electing them as members at Annual Meeting.
 - 2. Dwight moved to approve the appointments. The motion was seconded and CARRIED.
- G. Banner Display - Dianne Nixon is researching a suitable site to place the sign on the front of the building.
- H. Communications
 - 1. AV/Worship
 - a. The team continues to work on Sunday morning services
 - b. Nicci is helping make tapes of the services and making additional videos
 - c. Tanner is creating and distributing Stewardship videos
 - d. The board's communication must be intentional and constant
 - e. The board needs to develop a plan for effective communication with the congregation for now and into the future.
 - f. Janell will write a brief report updating the members on current concerns
- I. Safe Congregation Committee - Marc is working with Scott Paulson and Caroline re: buying a new lock for front doors at \$134.77 + shipping

6. New Business

- A. Opening the Building
 - 1. Dianne's committee is discussing the appropriate time for opening, considering the UUA and required health protocols, keeping Covid liability in mind
 - 2. The Board will meet with the committee and Kim Hart on Saturday May 1 from 1-4 pm to discuss this issue, staffing, and other matters as time allows
- B. Bylaws changes
 - a. Diversity, Equality and Inclusion - Reed moved to propose this change to the membership. The motion was seconded and CARRIED.
 - b. COSM and Transition Team - We will vote on this proposal after revisions are made
 - c. Meeting Quorums - Reed moved to propose this change to the membership. The motion was seconded and CARRIED.
- C. Budget Status - Stephanie Jeffers is working on two proposals
- D. Nominations - Matthew Craig is the Chair of this committee
- E. Annual Meeting Date and Agenda
 - a. The meeting will be held after Sunday Service on June 20.

- b. Notice and a tentative agenda with resources for voting will be sent to members at least 14 days before the meeting
 - F. Dick Smith Award - This item will be handled by the Board via emails
 - G. Insurance and Wind and Hail Rider
 - 1. Continuing the rider will cost almost \$9,000 with a probable increase in succeeding years
 - 2. Dwight is researching alternate coverage
 - H. Delegates for Virtual GA June 23-27 - Janell will request applications from members wishing to attend as a delegate with criteria and costs for serving in the *Westside Weekly*
7. There being no further business the meeting was adjourned at 9:17. Our next meeting is **May 11, 2021.**

Respectfully submitted,

Reed Bilz, Secretary

CALENDAR

May 11 Board Meeting: Search for Contract Minister, Annual Meeting Agenda Items, Wind and Hail Rider, Opening the Building, 5th member of Transition Team, DVR Security System, Lock for Front Doors, Search for Administrative Assistant, Delegates for Virtual GA, Review Board Goals

Called Board Meeting Saturday May 1 from 1-4 pm
Annual Meeting after Sunday Service June 20
Virtual GA June 23-27

BACK BURNER

Update on Robert's Rules of Order revision: Marc and Aimee
25th Anniversary Celebration
Cultural Competency Training
Digitizing Documents/Getting Oral Histories/Protection of Documents-2018
Naming Opportunities Task Force Recommendations
Review of Policies and Procedures