

Unitarian Universalist Congregation of Fairfax
Board of Directors Meeting Minutes
December 18, 2018

Presiding: Anthony Salvi

Process

Observer: Betsy Bicknell

Secretary: Rich Williams

Attendees: Anthony Salvi; Betsy Bicknell; Ashley Rothermel; Peggy Hillman; Kaye Cook; Rev. David Miller; Rich Williams; Scott Kestner; Milo Valenzuela, Paul Atelsek; Sarah Caine; Pippin Whitaker; Bill Braband; Pete Krone; Kathy Smerke Hochberg

Guest: Nancy Smith

Check-In 7:35 p.m.

Spiritual Opening/Chalice Lighting Scott Kestner

Minutes of December 4th Meeting Rich Williams

- Approved/Adopted.

I. Minister's Report Rev. David Miller

- **Worship Committee:** A Worship Team potluck and service is scheduled for Friday, January 11th. It will be the first of a series of Friday evening services/potlucks that are being put together by the Worship Team. The goal is to provide an additional/alternative opportunity for connection and spiritual sustenance. Each one will be different and it will be an opportunity for offering spiritual experiences that differ from Sunday morning.
- **Racial Justice Steering Committee:** On Friday, January 18th and Saturday, January 19th, UUCF and Cedar Lane UU partnering to bring the transformative curriculum "Beloved Conversations" to our congregations. (handout provided). The series kicks off with an immersive retreat at Cedar Lane, followed by eight 2-hour facilitated small-group sessions at UUCF.
- **New Day Rising Conference:** January 26th, Identifying Your Congregation's Next Steps in the Struggle With White Supremacy Culture.
- **DRE Search Committee:** Search Committee to meet December 12th to review UUA guidelines. The DRE search process/requirements are less prescribed than that required for the Assistant Minister position.
- **Staff/Holiday Schedule:** The UUCF office will be closed during the Christmas to New Year's week and I will be off the following week. Sarah will be out for training during most of the month of January.

II. Endowment Committee Grant Recommendations Nancy Smith

- Five requests received by the Endowment Committee were presented for review and approval by the board:

1. UUCF Hot Meals Program	\$ 600
2. UUCF Website Re-design	\$ 7,850
3. Racial Justice Speaker Chris Crass	\$ 3,251
4. UUCF WiFi System Upgrade	\$ 2,200
5. Faith Alliance for Climate Solutions	\$ 2,500

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\$16,401

- While in the past October 15th has been the cutoff for the receipt of proposals, this year the committee is accepting proposal throughout the year.
- The target (ceiling) for endowment funding is 6% of the investment assets. That currently equates to \$27,300. One more request has come to the committee and that will be reviewed during its January meeting.
- Move To Approve/Peggy Hillman; Second/Paul Atelsek; Board Approved 9-0.

III. Coordinating Team (CT) Evaluation Follow-Up

Kathy Smerke Hochberg

- A copy of the CT Goals 2018-2019 was distributed. A discussion ensued regarding the timing in the development of the goals, direction from the board in developing those goals and the challenge in assessing the successful completion of goals (particularly those not easily measurable).
- Board members noted that the arrangement of this year's goals by strategic categories will lend them to better evaluation.
- In addressing the question from the CT perspective: "What do you (the board) want to know? And when do you want it? It was agreed that due to the timing challenge, the 1st quarter of the program year will involve goals development & review followed by three quarterly progress updates to the board.

IV. Recommendation for Leader of Annual Campaign

Rev. David Miller/Anthony Salvi

- A discussion of possible candidates was tabled pending further recommendations by board members. This item will be included on the agenda for the January meeting.

V. Calling Meeting for Pippin's Ordination

Rev. David Miller/Anthony Salvi

- The special congregational meeting has been built into the calendar for January 27th (between the two services). In addition to publishing in the calendar, further announcements will be issued in weekly emails and from the pulpit. This exceeds the requirement for the minimum advance notification to the congregation.
- Motion to convene a special congregational meeting for this purpose (Ashley). Second (Milo). Approved 9-0.
- An up-to-date membership roster will need to be available prior to the first service on January 27th. Multiple advance communications should ensure a quorum for the meeting. Board Secretary Rich will count the votes.

VI. Assistant Minister Search

Rev. David Miller/Anthony Salvi

- Due to the UUA salary requirement for a "Geo Index 5" (Oakton), Large Congregation (500-749), for a Second Minister/Assistant Function is MIN: \$58,200; MID \$81,100; MAX \$104,050.
- The board was in agreement to advise the search committee of an offer in the range of \$65,000 to \$75,000.

VII. Corporate Resolutions for Signatures.

- Review/approval of ministers housing allowance (as incorporated in the budget) for the 2nd half of the 2018-2019 program year (i.e., 2019 calendar tax year) to be unchanged. Move to approve (Paul); Seconded (Scott); Approved by the board 9-0.
- Review/approval to make authorized signature changes to the Charles Schwab Investment Account – add Gayathri; delete Jenice. Move to approve (Scott), seconded (Kaye), approved by the board 9-0.

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Executive Session

Board Observation

- Peggy brought forward a conversation she had with Linda Rothbart and her concern about the declining participation in the adult education programs.

Process Observer

Betsy Bicknell

- The process was good and the meeting started very near to on-time. The conversations were good.
- Due to the time needed for earlier agenda items two of the later items were rescheduled for future meetings.

Adjourned

9:52 p.m.

NEXT MEETING(S)

Date: January 8, 2019 – Safety Consultant
Date: December 18, 2018 – Regular Board Meeting
Spiritual Opening: Rev. David Miller
Process Observer:

Respectfully Submitted: Richard Williams