

Unitarian Universalist Congregation of Fairfax
Board of Directors Meeting Minutes
April 16, 2019

Presiding: Anthony Salvi

Process Observer - Paul Atelsek

Recording Secretary (for Rich Williams): Kaye Cook

Attendees: Anthony Salvi, Betsy Bicknell, Rev. David Miller, Milo Valenzuela, Paul Atelsek, Ashley Rothermel, Peggy Hillman, Kaye Cook, Bill Braband, (Rich Williams, Scott Kestner, absent; Milo had to leave early)

Special Guests: Sharon Johnson & Kathy Smerke Hochberg

Check-In: 7:30 pm

Spiritual Opening/Chalice Lighting - Betsy Bicknell

From the Book: "Turning Point" ; Author - Nathan Hollister - "Circles of Community"

Consent Agenda - Anthony Salvi

- Minutes of Apr. 2 - Approved and adopted as amended

Meeting agenda:

I. Minister's Report - Rev. David Miller

- Annual Campaign results are good but slow in coming in. As of last week we had 58% of the expected pledges. To date we have received 208 pledges. If we get all of the pledges we expect, we will have \$930,000 for the budget. There have been 101 pledge increases, 26 decreases (which is a low number) and 81 the same. Two people have pledged \$12,000 and 1 person pledged \$14,000 (first time anyone has pledged that amount).

- The Annual Campaign has been extended to April 28th.

- Septic field - We've received a bid for the fence around the pumping station for \$8,000. The plan had been to take the funds for the fence from the Reach capital campaign funds but there are some questions now about what is available in those funds. It's not clear where the funds will come from for the fence so that is going to have to be figured out.

- Rev. Sarah is back and she and Rev. David met this morning to discuss her responsibilities/schedule until the end of June. In particular, she will be helping with

pastoral care.

II. Assistant Minister Search Team Update -

Kathy Smerke Hochberg (standing in for Shannon Williams) reported the search committee is very excited to recommend Rev. Lara Fuchs-Holm for the assistant minister position. She is a highly qualified candidate. She currently lives in Switzerland. She has done two internships, was a nurse prior to becoming a UU minister, and is currently involved with international UU leadership. She was ordained in 2017. She is willing to commit to 3-5 years. She is a Canadian citizen and therefore will need a visa, which may delay her officially being employed by UUCF possibly by as much as 5 months. Services for the summer services are covered. The board was asked to authorize a salary range for negotiating her salary.

The question was asked if there would be problems with selecting someone right now since the second round only opened last week. Since it is the second round and we only received 1 candidate from that announcement it was determined that selecting this candidate would not be a problem.

Paul made a motion that the board give the search committee approval to make the job offer within an authorized salary range; Kaye seconded the motion. The motion was approved with a unanimous vote (with two absences).

UUA has a new ministerial agreement. Rev. David is looking to get the new template so we can conform to the new guidelines in drawing up her contract.

III. Covenant of Right Relations - Sharon Johnson

Sharon sent a letter to the board prior to the meeting requesting a statement of support for the proposed UUCF Covenant of Right Relations so that it can be included in the materials distributed for the Annual Meeting on Jun. 2. A copy of the proposed covenant was included in the letter for the board's review. Sharon provided a quick overview of the process for developing the covenant, which started last summer. She emphasized that the covenant team tried to engage the congregation as much as possible through a variety of activities from staffing a table in the Commons on Sundays, to holding several listening sessions, to providing the draft online for comments. The covenant team was complimented for using positive wording for the covenant pledge.

Peggy made a motion to support the proposed covenant, to issue a letter of support and to place it on the agenda for the Annual Meeting. Betsy seconded the motion. The motion was approved with a unanimous vote (with two absences).

A letter of support will be drafted and presented to the board at the next board meeting.

IV. Status of Long Term Lease: Bill Braband

Hasn't heard anything this week from Hunter Mill Montessori School since it is spring break. The lease runs out Jun. 1.

Compass Home School also needs another week.

V. Endowment Fund Committee Grant recommendation - Ashley Rothermel

The Endowment Committee approved Bill Braband a grant for Wi-Fi update of \$2,200. It turns out he needs \$700 more to upgrade the firewall. The committee voted to approve his request and is now seeking board approval.

Paul made a motion that the board approve to grant the additional \$700 for an upgrade of the firewall. Betsy seconded. The motion was approved with a unanimous vote (with three absences).

VI. CT/Board/Minister Evaluation Update: Paul Atelsek, Betsy Bicknell

Paul stated the team agreed the system used for the last 2 years works well. It reviews the board against the board's duties and bylaws. The team did question whether we should open the review up to a broader group than just the board. There are other stakeholders such as the ministers, CT or staff. The question would be a narrative question along the lines of "How has the board been working for you?" Rev. David didn't think the staff has enough interaction to provide comments. The questions could be posed to the ministers and CT.

Betsy stated the CT assessment team will be taking the CT to lunch on Apr. 27. They plan to ask them for comments on how the board is supporting them. That might be sufficient to get their input.

Peggy pointed out we should be careful of how we word our efforts. We should be assessing, not evaluating. There was a discussion around the purpose of our assessments. Our assessments should be looking at whether or not our systems are working to help us achieve our mission. Is what we are doing helping us to serve our mission better?

VI. Strategic Discussion - Report on homework assigned for each board member to bring one idea forward:

Due to several members being absent, this discussion was postponed until our next meeting.

Board Observation - All

This is an opportunity for board members to share observations, ideas or new business items that need the attention. Items may be discussed, deferred until another meeting or delegated if they do not fall under the board's purview.

- Kaye reminded the board that the "Voices" benefit concert is scheduled for Apr. 27. This is a benefit for Black Lives UU (BLUU). The board issued a letter of support for this effort in March 2018. The RJSC needs help in getting the word out, along with help with the volunteer efforts to provide food and logistics such as taking tickets at the door. She reminded people that if they can't attend, they can still donate. The goal is to raise another \$2,348.50.

- Anthony reviewed several events scheduled over the next few months.

-- Pippin's ordination is Apr. 28. Anthony asked about the script and the need to tailor it for Pippin.

-- Founders Award: The award is a board award. The award is to be presented at the June Annual Meeting. The board is requested to review the criteria for the award, which is included on our website, before our next meeting. Anthony will include it with the next board agenda.

- Paul requested Rev. David send the budget to the board as soon as it is clear how much we will have to work with next year. He stated it helps to know what can be slashed if we don't get all of the expected pledges.

- Paul asked about nominations for the board for next year. The board is supposed to be advised of the nominations at least 2 weeks before the June meeting. Rev. David read an email from a few weeks ago that identified the different nominees being presented to the congregation this year.

- Paul reminded everyone that we need to start pulsing people for their willingness to serve as officers for next year's board.

- Paul plans to step down as the board representative from the Leadership Development Team. Another board representative will need to be identified for that team. There are some discussions taking place about merging the leadership team and the nominating committee.

- Peggy said there was some confusion about the online pledges. One person had asked her about it since he had signed up online and had just received a message stating there were only a few days left to make a pledge. Bill said everyone received that message just to remind them the campaign is about to end.

Process Observer: Paul Atelsek - The process worked well.

Meeting Adjourned at 9:24 p.m.

Next meeting: May 7

Spiritual Opening: Scott Kestner

Process Observer: Milo Valenzuela

Respectfully Submitted: Kaye Cook