

**Unitarian Universalist Congregation of Fairfax
Board of Directors Meeting Minutes**

Call To Order: 7 p.m., Apr. 21, 2020

Presiding: Scott Kestner

Secretary: Matt Higgins

Attendees: Kaye Cook, Rich Williams, Matt Higgins, Ashley Rothermel, Rev. David Miller, Betsy Bicknell, Darryl Branting, Mark Magee

Absent: None

Spiritual Opening/Chalice Lighting: Betsy

Check-Ins: All

Board Minutes: Matt

- The Apr. 7, 2020, minutes were unanimously approved per edits advised.

Minister's Report: Rev. David Miller

- Staff has been doing a variety of check-ins with the congregation. Most people are doing well, although parents in particular are struggling. A number of members are struggling with depression.
- Rev. David and staff have been discussing how staff vacations over the next few months will look, recognizing the need to balance workloads with congregational needs.
- We have been getting very positive feedback on virtual worship. Members are appreciating seeing each other via Zoom.

Treasurer's Report: Rev. David, Darryl

- The Paycheck Protection Program (PPP) grant has been received for about \$142,000. This means we now have about \$207,000 in our operating account.
- Our payroll costs are approximately \$67,000/month.
- We received about \$15,000 in additional funding from the recent ask and about \$3000-4000 additional into the ministerial discretionary fund. This is above and beyond current year pledges.
- There remains about \$150,000 in unpaid pledges for the remainder of the year. We should be OK through July/August depending on remainders of pledges coming in.
- Staff is projecting \$37,000 loss in rental income.
- Rev. David plans to send out a message to the congregation with financial information before the Congregational Town Hall on May 14.

Annual Campaign: Rev. David

- Rev. David's recommendation is to launch the campaign in mid-May with a straightforward and open approach about the current status of congregational finances. The Generosity Team will discuss this in more detail tomorrow, Wed. Apr. 23.

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- We will plan to include a Congregational Town Hall to allow the congregants to ask questions about finances, proposed budget, etc. The board and Coordinating Team will work together on the budget this year to be voted on by the congregation at a yet-to-be-determined meeting (likely not the Annual Meeting).

Assistant Minister: Rev. David

- Rev. Lara's status is in flux given delays in immigration paperwork, the recently announced halt on immigration, and next year's budget. Rev. Lara has mentioned she is currently seeking other employment in Canada given the delays.
- Given the unusual circumstances of the pandemic, what would make sense to best serve the congregation over the next several years? Who will we be serving as a church?
- Currently, Rev. Alice is able to balance her work here at UUCF with her other congregation, UU Loudoun.

Annual Meeting: Scott

- The Annual Meeting will be on Sun., Jun. 7 via Zoom.
- On Thu., May 14, we will hold a Congregational Town Hall, which will also serve as a practice session for the Annual Meeting.
- Topics to be included in the Annual Meeting are: voting to amend the bylaws, giving out awards, elections, discussing the budget situation, voting on the social justice resolution, voting to ordain John Monroe, voting to reprogram old, unused funds, and socialization of possible Leadership Development Team/Nominating Committee updates.
- Voting: The current plan is to practice voting via Zoom on at the Congregational Town Hall on May 14. We (the board) will practice this at our next meeting. Matt will set up some examples to practice for next week.
- Bylaws updates. We will discuss proposed bylaws changes at the Congregational Town Hall on May 14.
- Karen Wolf, Alan Steel and Courtney Firth have been helping control the Zoom waiting room. Matt will contact them to ask if they could additionally volunteer to work the waiting room on the May 14 and Jun. 7 meetings. Other board members will also volunteer.

Other Board Observations: All

- Mark: UUA decided last week to proceed with General Assembly, although the meeting will be 100% virtual. There are three ways to participate: (a) Register as a delegate, which means you can vote; (b) register as a participant, which means you can attend all activities but cannot vote; (c) Do not register and participate in a limited set of activities.
- For the last Sunday in June, UUCF will substitute the online Sunday service from GA for its regular Zoom service.

Process Observer: Rich

- The spiritual opening was well done, as was the agenda. Overall, the meeting was well done.

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Next Meeting: May 5, 2020, 7 p.m. via Zoom

- Spiritual Opening: Kaye
- Process Observer: Mark