

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

**Call To Order:** 7 p.m., Jul. 7, 2020

**Presiding:** Mark Magee

**Secretary:** Matt Higgins

**Attendees:** Kaye Cook, Rich Williams, Matt Higgins, Darryl Branting, Meredith Carr, Susan Bennett, Lydia Lewis, Mark Magee

**Absent:** Scott Kestner

**Welcome:** Mark

**Spiritual Opening/Chalice Lighting,** Lydia

**Check-Ins:** All

**Board Minutes:** Matt

- The Jun. 16, 2020, and Jun. 23, 2020, minutes were unanimously approved per edits advised.

**Welcome New Board Members/Reflections on Being a Board Member:** Mark and All

- Mark welcomed new board members to UUCF.
- Past board members commented on their thoughts about being a UUCF board member.
- New board members shared their thoughts on why they joined the board.

**Appreciation for 2019-20 Officers:** Mark

- Mark and others offered appreciation for last year's UUCF board officers: Scott, Rich, Darryl, Matt

**Election of Board Officers for 2020-21:** Mark

Mark led a discussion on officer roles and responsibilities. The following board members were elected:

- Vice President: Kaye
- Treasurer: Darryl
- Secretary: Meredith
- Assistant Treasurer: Lydia

**Board Representatives to LDT & Generosity Committee,** Mark

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Darryl and Scott volunteered to be representatives to the Generosity Committee. Scott will focus on the Legacy Giving Subcommittee, an element of the Generosity Committee focused on legacy giving.

Susan volunteered to be the board representative to the Leadership Development Team (LDT).

### **Update on Annual Campaign: Darryl**

Darryl provided an update on the annual campaign:

- As of Jul. 7, we have received 363 pledges out of about 400 pledging units.
- \$816,503 has been pledged so far. As a comparison, last year we had about \$880,000 pledged.
- About 30 people have indicated they will not be pledging, a loss of about \$41,000.
- An additional 44 people have not yet responded.
- We will most likely have very little rental income this coming year.
- It seems unlikely we will receive the \$45,000 we have historically budgeted for the Auction. More likely we will receive \$20,000-\$25,000. This is a big unknown.
- With current cost-cutting, we are still anticipating an overall shortfall of \$100,000-\$180,000.

We have completely spent the funds from the Paycheck Protection Program loan. The UUCF staff is currently working on forgiveness paperwork.

### **Review/Discussion: Updated Policy on Undesignated Bequests**

- Darryl will check in with CT to review where the CT is with revising the undesignated bequest policy.

### **Comments/Observations from General Assembly (GA) 2020: Mark and Susan**

- This year there was a focus on being more inclusive at future GAs. Past GAs have typically been attended by retirees given the cost and time required for attendance. This year, being virtual, allowed for broader participation.
- At GA, recommendations were presented on dismantling white supremacy at congregations, improving congregational-UUA communications and different formats for GA.
- Recordings are available online for those who previously registered.

### **Ideas for 2020-21 Board Goals: All**

- Two items we must do in the near future are to put together a budget and host a special congregational meeting.
- We must continue monitoring COVID-19, considering what would be required to reopen the campus and when.
- Strategically think about how we, as UUCF, will navigate the coming year given COVID-19. The congregation's needs will change throughout the coming year and we must remain fluid.

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- Communication: improved communication via focus groups and visioning are important, and basic communication between the board and congregation should be improved.
- A virtual board retreat may be warranted in the next few months to further discuss goals.
- It will be important to maintain connections as COVID- 19 wears on. This may be difficult the longer we remain virtual. A revised small group ministry this fall may help.
- Future of UUCF: What can the future of our congregation be over the next 12-18 months? Over the next 10 years?
- Organizational changes: Two areas to consider revamping: (a) future of our endowment and Endowment Fund Committee, (b) the Leadership Development Team/Nominating Committee/Generosity Team.

**Board Observations: All**

- Karen Wolf has agreed to conduct a new board member training session. Mark will send out a Doodle poll.
- Last year's Nominating Committee recommended that Loretta Rowe be appointed to a 12-month term to the NC this coming year. The board will consider this recommendation at its next meeting.
- Rev. Miller is contractually entitled to take a sabbatical. The board should better understand when Rev. David Miller when/if he is planning to take a sabbatical to take this into account as we move forward this year.

**Next Meeting:**

Tue., Jul. 21, 2020, 7 p.m.

Spiritual Opening: Susan

Process Observer: Rich

**Process Observer: Kaye**

Everyone was respectful, listened well and were engaged. This was a good first meeting and covered all agenda items.

**Adjourn**

- Meeting adjourned at 9:11 p.m.