

UUCF Board of Directors Meeting Minutes

Jul. 18, 2023

Call to Order: Jul. 18, 2023

Presiding: Kaye Cook

Secretary: Megan Reynolds

Attendees: Kaye Cook, David Addis, Stacy Casey, Megan Reynolds, Victoria Maldonado, Dillon Ginley, Annemarie McCaslin, David Saunders, David Michael, Rev. David A. Miller

Chalice Lighting: Megan Reynolds

Check-In: All

Reading of the Board Covenant

- Megan Reynolds made a motion to reaffirm the Board Covenant. Vicky Maldonado seconded the motion with unanimous approval from the board.

Consent Agenda:

- Jun. 20 Minutes
 - Stacy Casey made a motion to accept the minutes. Annemarie McCaslin seconded the motion with unanimous approval from the board.

Election of New Board Officers: Kaye Cook

- Vice President: David Addis
- Treasurer: Stacy Casey
- Assistant Treasurer: Dillon Ginley
- Secretary: Megan Reynolds
 - David Michael made a motion to accept the slate of candidates. David Saunders seconded the motion with unanimous approval from the board.

Minister's Report: Rev. David

- Aug. 19: Worship Retreat
- Aug. 24: Lay Ministers' Dinner and Retreat
- Aug. 26: Central East Region Board Training
- Sep. 10: Ingathering - Theme is "Beyond our Walls," which is the same theme for ministry this year.
 - Possible areas of focus in conjunction with this theme for the upcoming year:
 - Opportunities involving the Siena School/Potomac Partnership

- Capital Campaign
 - Increased need for spiritual grounding and living our mission publicly
- Sep. 16: Board Retreat

Congregational Restructuring Advisory Team Update (CRAT): Rev. David

- Four people have applied for the restructuring team.
- At the next board meeting, we need to determine how many people will be on the committee and who will be represented. The committee should probably be 6-8 members.
- Rev. David shared a proposed framework for decision making and considerations for restructuring.
- Team should be determined by Aug. 15.
- Board will hopefully receive team's report in November

Treasurer's Report: Stacy Casey

- Stacy shared financial information from May.

Endowment Fund: Stacy Casey

- Need to determine how much money the board can draw down at Aug. 15 meeting.
- Board discussed whether we can pre-approve an Endowment Fund grant request since we have received one but have not yet determined this year's funds. Stacy will go back to the requestor to get additional information.
- It would be helpful to have an Endowment Fund folder on the Board Drive with historical information.

Selection of Board Representatives: Kaye Cook

- Leadership & Nominating Committee: David Saunders volunteered to serve as liaison.
- Financial Oversight Committee: Victoria Maldonado volunteered to serve as liaison.
- Board Evaluation Team: Megan Reynolds (lead), David Addis, Kaye Cook
- Emergent Strategy Team: Victoria Maldonado will continue and Annemarie McCaslin volunteered to join.
- Reflecting/Visioning Group: David Addis with Annemarie McCaslin volunteering to join.

Meeting Format Discussion: Kaye Cook

- 1st and 3rd Tuesday of each month, 7-9 p.m.; 1st Tuesday optional meeting at 6:30 p.m. for social time.
- Board's preference is for in-person meetings with Zoom option.

Board Observations:

- Megan handed out Conflict-of-Interest forms and asked people to sign and return them as soon as possible.
- Kaye will meet monthly with the presidents of the large congregations and also with the presidents of the Potomac Partnership congregations.
- Bill Braband will attend the meeting on Aug. 1 to discuss IT issues and information.
- Invitation from Act for Climate Today! leadership team for plant-based meal before Oct. 3 board meeting.
- David Michael recommended developing a financial policy to guide the budget process.

Process Observer: David Addis

- Our process was quite good. There were a lot of good clarifying questions that added to the discussion. People might want to be aware of the amount of “verbal space” they are taking up.

Next Meeting: Aug. 1, 2023, in person with Zoom option

Chalice Lighting: Annemarie McCaslin

Process Observer: Victoria Maldonado

Adjourned: 9:06 p.m.

Important Upcoming Dates:

- Aug. 26: Central East Region Board Training for Large Congregations, online, 12-4 p.m.
 - Register now.
- Sep. 16: UUCF Board Retreat, UU Reston, 10 a.m.-3 p.m.