

WESTSIDE UNITARIAN UNIVERSALIST CHURCH
Board Meeting: April 12, 2022

I. The meeting was called to order at 7:07 p.m. by Marc Hart. Present: Sue Anderson, Glenda Hood, Lauren Leising, Dwight Robarts, Jeff Rodriguez, Daryl Sellers, Dayna Tooley. Also attending: Diane Jones, Nicci Kennedy, Janell Weaver.

II. CONSENT AGENDA

- A. Approve March 8, 2022 minutes
- B. Monthly Plate Offerings
 - a. May UU Service Committee Ukraine Response
 - b. June: Fort Worth PFLAG
 - c. July: Greater Fort Worth Sierra Club
 - d. August March to the Polls - Tarrant County
 - e. September: SCAC
- C. Committee Reports
 - a. [Endowment Committee](#)
- D. [TXUJUM Letter](#)

Dwight moved to accept the Consent Agenda. Seconded and PASSED.

III. FINANCIAL REPORT: Dwight Robarts

- A. Church has a net loss of about \$2,700 for the month, but still has a positive cash flow for the current fiscal year. Insurance premiums are due in April.
- B. The Office budget has been exceeded due to unbudgeted technology expenses we have incurred.
- C. The Utilities budget is on schedule to be exceeded as well. This is due to increased utilities costs and increased water usage in the garden.
- D. Dwight noted that church policy requires the church treasurer to be bonded. He has found a company to insure us. Jeff moved to purchase a \$100,000 bond for \$326 annual premium. Seconded and CARRIED.
- E. Dwight encouraged all board members to consider increasing their pledge for the coming fiscal year.

IV. DLRE REPORT: Nicci Kennedy

- A. It has been a fun and productive month for CRE. The campout was a great success. Other activities included working in the garden and discussing Earth Day. Also, the first OWL 4 through 6th grade session was held on April 10, and is being conducted in collaboration with First Jefferson UU Church.
- B. Jeff will make signage announcing that services are being photographed and/or video recorded.

V. CONTINUING BUSINESS

- A. Updated job description for sexton - Glenda Hood: The board reviewed and discussed the current draft. After some changes, Dwight moved to accept the new job description. Seconded and CARRIED.

- B. Transition Team – Tanner: The Rev. Don Strickland has signed a contract agreeing to be our contract minister. He is scheduled to begin on June 1, pending clearance of a background check.
- C. In accordance with the contract, the Transition Team will now assume the role of the Committee on Shared Ministry, serving as a liaison between the minister and the church.
- D. Strategic Action Plan Update – Sue Anderson: The task force is working on preparing a report, timeline for completion is uncertain.
- E. Monthly board communication topics: Tanner will do a video about stewardship. Nicci suggested that each board member also do a short video.
- F. Discussion about possibly merging or removing committees
 - a. Digicom/AV team – Jeff will talk with Craig about this
 - b. Membership Committee & Marketing – Caroline is looking
 - c. Caring Team/ Pastoral Care Team -
 - d. Other suggestions?
- G. Congregational Meeting Agenda – Meeting is June 12, 12:30 to 2:30 p.m. Agenda will be developed in May.
 - a. Include [Endowment Committee bylaws amendments](#)
- H. Inventory of church assets – Nicci has been working on this and will be continuing to work on these.
- I. Leadership and Nominating Committee needs to be working on the board slate for 2022-2023 - Caroline has not had much success and continues to seek out possible volunteers.
- J. Get meeting minutes within week after meeting if possible and approve by email for inclusion in following week's Weekly.- Jeff/Boards

VI. NEW BUSINESS

- A. Safe Congregation – Marc is going to review the updated COVID recommendations from Kim Hart and circulate a document for the Board to review and approve.
- B. Auditor recommendations - Dwight will submit a list of recommendations for Board members to review.
- C. Membership growth proposal – Diane Jones: She would like to form a committee or task force to develop strategies to promote the church and help grow the membership. Daryel Sellers moved to create a Marketing Task Force, chaired by Diane. Seconded and CARRIED.
- D. Bylaws for hiring a contract minister – Daryel, Sue, and Dwight will work on drafting an update to the bylaws.
- E. AV desk staffing – Jeff: He is wondering if it would be possible to hire people to occasionally cover the AV desk. Dwight will discuss it with the Finance Committee to look into what may be possible. Another option is to pursue another grant from NTUUC.
- F. Insurance Issues – Will be discussed via email
 - a. [Severe Weather Assessment](#)
 - b. [Winter Storm/Freeze Preparedness](#)

Adjourned at 9:30 p.m.

LINKS

[Treasurer's Report](#)

[Budget Percentage Report](#)

[Bonding the Treasurer](#)

[Endowment Report](#)

[TXUUJM Letter](#)
[New Sexton Job description](#)

NEXT MONTH

[Review New Board Goals](#) (next review June 2022)

BACK BURNER

Insurance and Wind and Hail Rider--looking into an alternate insurer-end of year

Reviewing policy and procedures: Marc

Safe Congregation Request for Lock - Paulson--back burner

Update on Robert's Rules of Order revision: Marc and Aimee

25th Anniversary Celebration: Postponed until safe to gather

Cultural Competency Training

Digitizing Documents/Getting Oral Histories/Protection of Documents-2018

Naming Opportunities Task Force Recommendations (for donations of lots of money or memorials)