

Westside Unitarian Universalist Church
Board Meeting Minutes
August 10, 2021

1. The meeting was called to order by Vice President Dayna Tooley at 7 pm via Zoom.
2. Present: Sue Anderson, Glenda Hood, Aimee Stubbs, Dayna Tooley, Nicci Kennedy, Dwight Robarts, Jeff Rodriguez. Daryel Sellers, Janell Weaver.
Visitors: Kelly Flanigan, Kim Lucas Hart, Carol Cappa, Diane Austin, Tanner Trask.

3. CONSENT AGENDA

1. The July minutes were approved by email vote.
2. The Human Rights Initiative of North Texas to receive the September offertory.

Sue moved approval of the consent agenda. The motion was seconded and CARRIED.

4. REPORTS

A. Financial Statements -- Dwight

1. Dwight presented the fiscal year end-of-year report. The report is being further reviewed by Bill Terry before being officially submitted. We have approved deficit budgets for the last two years, money to cover the deficits is coming from the Betty Sanders fund. In July, we made our final salary payment and retirement contribution to Rev. Frieda.
2. Dwight presented the annual budget percentage report. A few line items currently have a variance of more than 5 percent, but he believes this is inconsequential at this point in the year.
3. Dwight presented the Revenue/Expense Report.
4. Dwight presented the Statement of Financial Position for All Fund through 7/31/21.
5. Sue asked about the surplus of \$11,398.49 discussed at the July meeting. Dwight said we have multiple options on where to place these funds, including the reserve account, the Betty Sanders Fund, the Endowment Fund or any special projects. The Finance Committee will review the options and make a recommendation on where to allocate the funds at the September meeting.
6. Daryel asked if there is any other option for storing the Endowment Funds, which have a very low yield. Dwight said he will look at other options.

B. DLRE -- Nicci

1. Nicci said she did an informal and unscientific survey of CRE families to gauge their comfort level with reopening in the midst of the pandemic. She said almost everyone wants to participate in outdoor activities. However, only about half said they would participate if the activities are held inside.
2. She said she thinks photos are very important in telling the story of CRE and hopes to take many more.

3. She reminded us that she is not part of the board email list, so if you want to include her in a communication, she has to be added manually to the email group.
4. She will be off work August 26-29.

5. CONTINUING BUSINESS

A. Safe Gathering Reopening Presentation – Kim

1. Kim said the board should send out a short survey to gauge members' feelings about reopening, create and publish a timeline for reopening. She recommends a soft reopening for October 17, 2021. This date must remain flexible depending upon the circumstances of the pandemic.
2. Board almost must determine who will administer the survey, deadline, etc.
3. She believes the board must make clear, centralized, consistent communication a priority.
4. The task force also recommends upgrading our technology so that we can have Wi-fi throughout the building and even outside.
5. Myrtle McMahan has offered to underwrite the project.
6. Dwight asked about the efficacy of the different types of masks. Kim said we should have hospital-grade masks available and also have ushers or other members. For most people, a regular face mask, properly worn, is sufficient.
7. Dwight asked about cleaning protocols. Kim said no special chemicals or equipment is needed. She recommended wiping down high-touch surfaces and minimizing contact.
8. Daryel asked for an estimate on how many people can safely be in the sanctuary, fellowship hall, etc. Kim said we will have to assess that. In addition, it will be very important to monitor the size of social gatherings after the service.
9. Dwight asked what the Task Force envisions their role will be going forward—specifically, how involved they will be in the details of the reopening plan. Kim said they are ready to serve as needed.
10. Kim emphasized that all communication must emphasize that the church's guidelines may frequently be adjusted depending upon the circumstances of the pandemic.
11. Aimee proposed we prepare a communication for the membership about what our plans will be.
12. Kim will prepare the survey and look into the language for the signage.
13. Jeff will prepare an initial communication plan on the steps needed for reopening.
14. Glenda will do a video statement. An initial idea to resend Marc's email from July was revised to that information can be included in the next communication.

Aimee moved that we accept the recommendations of the task force, and that the board prepare a communication explaining the tentative plans for reopening to send to the membership. The motion was seconded and PASSED.

- B. Transition Team Report – Tanner
1. He believes we are on schedule to have a new minister in place around January.
 2. They will be sending out a survey about what people are looking for in the next minister, to be distributed through multiple platforms. The survey should be fully completed by late September.
 3. Jeff asked about combining the two surveys. Sue and Kim recommended keeping them separate.
 4. Tanner said the job announcement is posted in various locations, and he is looking for additional options.
- C. Board Retreat
1. Discussion about setting a date for the board retreat was tabled.

NEW BUSINESS

- A. Proposed Sunday Watch Party – Kelly Flanigan
1. Kelly said she has heard from many members who say they feel isolated, abandoned and are really missing the church.
 2. She is concerned because while we have lots of activities for children and parents, we are not ministering to a large percentage of the congregation.
 3. She would like to have a “watch party,” meaning people would gather in the sanctuary to watch the service broadcast on Zoom.
 4. She submitted a list of 10 Covid safety protocols to implement when people gather in the church.

ADJOURNED AT 9:35 pm

NEXT MONTH

Allocation of the Surplus funds
VR Security System--evaluation in next 6 weeks
Insurance and Wind and Hail Rider--looking into an alternate insurer

BACK BURNER

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)