

WESTSIDE UU CHURCH
Board Meeting Minutes: July 12, 2022

PRESENT: Sue Anderson, Kim Hart, Nicci Kennedy, Michael Muñoz, Veronica Muñoz, Dianne Nixon, Dwight Robarts, Rev. Don Strickland, Dayna Tooley. Also attending: Eric Hart, Melissa Trask, Tanner Trask.

I. The meeting was called to order by Dayna Tooley at 7:05 p.m. A Zoom option was available.

II. CONSENT AGENDA

A. The June 14, 2022, minutes were previously approved via email.

III. COMMITTEE REPORTS

A. Marketing - Diane Jones: Diane was not present. **ACTION:** Jeff Rodriguez moved to approve Diane's proposal to hold a rummage sale to benefit the church, to be held on Monday, Sept. 5, at the church. Seconded and **CARRIED**.

B. Garden Team – Dianne Nixon: Additional people are needed to learn how to program and operate the church's new sprinkler system. She also noted that the control panel for the front sprinkler system is located about two feet off the ground in the DLRE office, and is rather hard to access. The cost to relocate the panel could be significant. Dianne also mentioned that the thermostat in the DLRE office is located unusually high off the ground and also may need to be relocated. **ACTION:** Dwight said he would look at the sprinkler control panel and the thermostat to make an assessment.

C. Transition Team – Tanner Trask: Tanner discussed four items. 1) Under the current bylaws, the Board is allowed to call a transitional minister to become a settled minister without forming a search committee. 2) The team can draft revised bylaws regarding this process; 3) They prepared a recommended timeline, calling for the Board to make a decision on our ministerial plans for next in December, so that we could hold a congregational meeting in February; 4) The minister's current contract prohibits him from speaking publicly on issues on behalf of the church without advance Board approval; they recommend removing this clause from the minister's contract or amending the contract.

IV. FINANCIAL REPORT - Dwight Robarts

- A. The church concluded the financial year in good shape, ending with a surplus of about \$46,000.
- B. Some of the accounts went over budget. Some of the expenses we incurred were not planned, including some of the new AV equipment for broadcasting services and the new security system. Dwight said budget overruns are supposed to be approved in advance by the Board; he will be more diligent about alerting the Board about overruns in the future.
- C. Dwight recommended that all of the Board members review the [Statement of Financial Position](#).

V. MINISTER'S REPORT - Rev. Don Strickland

- A. As a new minister, his focus right now is on meeting with members and getting to know them.
- B. Several members who lost a loved one during the pandemic may be wanting to hold a memorial service. He has been contacting some of these individuals and will work with them on scheduling the services.
- C. He has been attending committee meetings and will begin attending a meeting with the Soul Matters group and other small groups.

VI. DLRE REPORT: Nicci Kennedy

- A. She has been working at rebuilding the youth program over the summer and holding more in-person activities.
- B. The youth are working from the curriculum, “Holy Troublemakers and Unconventional Saints.”
- C. In August, they will be doing some creative activities. They also are planning for more intergenerational activities.

VII. ONLINE BUSINESS

- A. Via email, the Board considered an option to support Rev. Strickland speaking out against Stedfast Baptist Church, which has been very hostile to the LGBTQ+ community. ACTION: Via email, Kim Hart moved on July 6 as follows: “I would like to put forth the motion that we support our minister in speaking out on this issue on behalf of the congregation and urging other progressive organizations/churches/ministers to do so as well. I further move that the board support communicating this call to action to the congregation at large by adding it to the Westside Weekly so that friends and members can choose for themselves if they would like to participate.” Seconded and CARRIED.

VIII. CONTINUING BUSINESS

- A. Strategic Planning Committee – Sue Anderson: She presented the team’s Strategic Action Plan. Drafting the document involved a number of steps, including soliciting feedback from the congregation. They came up with three priorities: Financial Stability, Welcome & Engagement, and Care & Connection. They believe financial stability is the most important of these, and encourage the church to develop a marketing and outreach plan. Eric Hart noted that the church has about 130 email lists, which seems like a lot and can complicate communications. Rev. Strickland praised the work of the team. ACTION: The board will review the team’s document and vote to formally approve it at the August meeting. ACTION: Kim Hart will talk with the committee chairs to discuss how the team’s recommendations can be put into action.
- B. Security System – Eric Hart: The new security system has been installed and tested. Eric and Nicci Kennedy will be meeting with individuals to give them their access code; their target date for full implementation is September 1. Dayna Tooley suggested that the office administrator is made responsible for keeping a log of who has keys and codes. Kim suggested looking into the possibility of a drop box for keys. The Board agreed that, as the church pursues rental opportunities from outside groups, they will need to review and fine-tune the policies on rentals, keys, access codes, and deposits. ACTION: Dayna and Dianne will meet to discuss the logistics of making and distributing keys. ACTION: Eric will write an announcement for the Westside Weekly regarding how members can get an access code.
- C. Updates to masking recommendations – Kim Hart: She has prepared updated recommendations. Sue Anderson noted that we have received several emails from members requesting that we return to requiring people to wear masks. Kim said that enforcing a masking recommendation can be a difficult and uncomfortable task. She said the air exchange machines also are helpful in cleaning the air. ACTION: Dwight moved to accept Kim’s recommendations and share the document with the congregation. Seconded and CARRIED.
- D. Proposed amendments to bylaws – Jeff Rodriguez: Jeff, Sue Anderson and Cindy Fountain have been working on making revisions to the proposed amendments, based on the feedback received at the recent congregational meeting. They will try to have a draft ready by the August meeting.

- E. Board member/topic for monthly board communication to congregation:
Topics include: 1) Security system access codes; 2) Masking policy 3)
Notice of Don's letters re Stedfast.

IX. NEW BUSINESS

- A. Use of building: [Tarrant County VOTES](#) has requested building access for two events. One will be 7 p.m. Aug. 23, and the second will be in September, specific date TBD. Tarrant Votes is a non-partisan group focused on providing information and increasing voter turnout. ACTION: Glenda moved that we accept the group's request for the two events. Seconded and CARRIED.
- B. DocuSign subscription – Dwight notified the Board that he will be purchasing a subscription, which will help greatly in securing signatures for reimbursements and other documents. The item is unbudgeted and will cost between \$150 and \$300 a year, depending on the type of subscription we are able to get.
- C. Corporate seal – Dwight: The bank we use requires that official statements have a corporate seal. He will be purchasing one. The item is unbudgeted and will cost about \$25.
- D. Finance Committee recommendation for use of FY 2022 surplus funds – Dwight: The committee recommends that \$10,000 be allocated to the Building Reserve Fund for the purchase of AC units, which the church may need very soon. The balance should be added to the Betty Sanders Transition Fund to help with this year's budget deficit. ACTION: Kim Hart moved to accept the committee's recommendations. Seconded and CARRIED.
- E. Stedfast Baptist Church: In response to this church's hostile and threatening comments to the LGBTQ+ individuals, Rev. Don presented a second letter, asking the mayor, City Council, and Police Department of Watauga to evict Stedfast from its meeting space. ACTION: Kim moved to accept sending the letter. Seconded and CARRIED.

ADJOURNED at 9:24 p.m.

LINKS

[Garden Team](#)

[Transition Team](#)

[Proposed Team/Committee Structure](#)

[Strategic Planning Committee](#)

[Treasurer's Report](#)

[Budget Percentage Report](#)

[Security update and recommendations to move forward](#)

[Masking Recommendations](#)

BACK BURNER

Review inventory of Church assets - July

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

Safe Congregation Request for Lock - Paulson--back burner

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)