

WESTSIDE UU CHURCH
Board Meeting Minutes - September 13, 2022

The meeting was called to order at 7:09 p.m. A Zoom option was available. Present: Sue Anderson, Kim Hart, Glenda Hood, Michael Muñoz, Dianne Nixon, Dwight Robarts, Don Strickland, Dayna Tooley, Also present: Eric Hart, Nicci Kennedy, Melissa Muñoz, Caroline Nixon, Bob Vann.

I. CONSENT AGENDA

- A. The August 9, 2022, minutes and addendum were approved via email.

II. COMMITTEE REPORTS

- A. Endowment Committee – Bob Vann: The committee recommends reallocating our investments to a more aggressive position. ACTION: Dwight moved to adjust our investment portfolio to 63 percent stock, 35 percent bonds and 2 percent cash. Seconded and CARRIED.
- B. Membership Committee – Dayna: Sue Spell’s report states they are trying to connect with absentee members to gauge their level of interest in the church and, if appropriate, encourage them to return. Caroline Nixon has a template for a letter that previously was used to contact absentee members, she will forward that to the Board. ACTION: Dayna will make arrangements to get the letter updated and mailed to the appropriate members.
- C. Worship Committee – Dayna: The committee held a retreat on Sept. 17 and has submitted a summary report.
- D. Social Justice: The Steering Team proposed organizations to receive the upcoming monthly plate offerings. October: The Atatiana Project; November: Texas Freedom Network. December: Texas UU Justice Ministry (TXUJMJ); January: Westside UU Gino Kennedy Kiva Fund. ACTION: Kim Hart moved to accept the team’s recommendations. Seconded and CARRIED via email.

III. FINANCIAL REPORT – Dwight Robarts

- A. The church had a positive net cash flow in July of \$16,481.
- B. Through August 31, the church is in the black by \$22,920. A grant from an anonymous donor has not yet been received.
- C. The electricity bill and other monthly utility bills have increased significantly. It appears likely that we will exceed our utility budget for the fiscal year.
- D. He does not project that we will finish in the black for this fiscal year.
- E. ACTION: The Board will develop a schedule to have the HVAC filters regularly maintained.

IV. MINISTER’S REPORT: Rev. Don Strickland

- A. Three funerals are planned for members who passed away either during the pandemic or recently.
- B. The Blessing of the Pets also is scheduled.

IV. DLRE REPORT: Nicci Kennedy

- A. Sign up for Covenant Groups is underway.
- B. Community event planned for Sunday.
- C. She is revising her expense reports process so she can submit them in a more timely fashion.
- D. The previous office administrator did not always complete her work and requested Nicci to help her. She requested that the next office administrator we hire be the best one we can possibly find.

V. CONTINUING BUSINESS

- A. Security System – Eric Hart: System is active and is running properly. Anyone needing an access code should check with Eric or Nicci.
- B. Revisions to bylaws Sue Anderson: The proposed revisions were presented. ACTION: Sue Anderson moved that the Board accept the revised bylaws and present them to the congregation for approval. Seconded and CARRIED. ACTION: Kim Hart moved that the proposed revisions be presented to the congregation following the October 23 service in conjunction with a potluck meal. Seconded and CARRIED.

VI. NEW BUSINESS

- A. Recycling — Dianne Nixon: The church is not receiving curbside recycling service. Once the Fort Worth recycling facility is updated, the sexton may be able to haul our recycling to the facility.
- B. Church pavestone - Dianne Nixon: Some of the pavestone in front of the church is damaged or not properly positioned. Dianne presented three bids for making the repairs. The pear trees out front also are aged, dying, and pinching the irrigation system. Low bid was \$9,529. Kim Hart suggested a task force be created to look for alternative solutions.
- C. How members communicate with us — Jeff Rodriguez: Tabled.
- D. Social Justice Committee monthly offertory recipients – Dayna: The list of organizations will be emailed to everyone and voted on via email.
- E. Office administrator: Following an executive session, Dwight moved to hire Linda Ice as office administrator at \$18.22 hourly for 15 hours a week, beginning September 26.
- F. Dwight moved to amend the minister’s current contract to change the title of the document to “Letter of Contract Ministry,” and to revise the current term to be a four-year term, to be effective from the date of signing. Seconded and CARRIED.
- G. Sexton: The Board accepted the resignation of Sexton Gene McKeon, effective immediately. ACTION: Glenda Hood moved to have an attorney draft a separation agreement which will include two months of severance pay for Gene. Other terms of the agreement will remain confidential. Seconded and CARRIED via email.

VII. EXECUTIVE SESSION

- A. The Board went into Executive Session at 8:42 p.m.

ADJOURNED at 10:25 p.m.

Next meeting Tuesday, Oct. 11, 2022.

LINKS

[Endowment Committee](#)

[Treasurer's Report](#)

[Budget Percentage Report](#)

[Security Update](#)

[Transition Team Report](#)

[Membership Committee](#)

[Worship Committee Retreat](#)

[DLRE Report](#)

[Congregation Meeting, Bylaws and Amendments](#)