

WESTSIDE UU CHURCH
Board Meeting Minutes – November 15, 2022

The meeting was called to order at 7:15. A Zoom option was available. Present: Sue Anderson, Kim Hart, Glenda Hood, Michael Muñoz, Dianne Nixon, Dwight Robarts, Dayna Tooley, Jeff Rodriguez. Also: Nicci Kennedy.

I. CONSENT AGENDA

- A. October 11, 2022 minutes and addendum: Approved via email
- B. October 23, 2022 Congregational Meeting minutes: Approved via email

II. COMMITTEE REPORTS AND STRATEGIC PLAN EVALUATION

- A. Building & Grounds - Dianne Nixon: She gave an update on the removal of the trees in front of the building. Overall, the response from members has been very good.
- B. A landscaper from Westin Gardens will be here on 11 a.m. December 6 to view the property and make recommendations.
- C. Worship Team - Nicci Kennedy: They will host a potluck lunch following the January 8 service.
- D. Sanctuary decorating for the Hanging of the Greens will be Saturday, Dec. 3.
- E. Hanging of the Greens will be Sunday, December, 4.
- F. A banner will be created to promote the Christmas Eve and Christmas Day service.
- G. Council on Committees – Kim Hart: In an effort to make better use of members and their interests, the council has discussed reducing the number of committees.
- H. Review of Strategic Plan – Tabled.

III. MINISTER'S REPORT - Rev. Don Strickland

- A. He presented some ideas on how to make the upcoming Stewardship Campaign more effective.
- B. John Barnes has agreed to serve as chair of the Membership Committee.
- C. He will begin offering a discussion group for adults. Topics will include “the sources of UUism.”
- D. He will be starting a group to organize members who can help set up the food pantry operation and perform outreach in the immediate neighborhood.

IV. FINANCIAL REPORT - Dwight Robarts

- A. 47 percent of our annual pledges are in, which is ahead of our usual pace.
- B. As of October 31, the church has a deficit of \$8,318.92. He expects more deficits for the remainder of the fiscal year.
- C. One-third of the way through the year, we have spent about one-half of the electricity budget and one-half of the utility budget. Dwight also projects that we also will exceed the budget for staff benefits.
- D. The church is significantly behind on check reconciliation. ACTION: Dwight moved to hire Leesa Smith, CPA, to reconcile bank statements from FY 21 and the first quarter of FY 23. Estimated cost is \$55 per hour. Seconded and CARRIED.
- E. ACTION: Dianne Nixon moved to not conduct an audit for this year, so that the Audit team can focus on updating the church's Financial Management Policy. Seconded and CARRIED.

V. DLRE REPORT – Nicci Kennedy

- A. She visited the Legacy Museum in Birmingham.
- B. Attendance at Sunday CRE attendance has varied widely.
- C. Game Night was the first one held since before Covid. It was well-attended and a big success.

VI. CONTINUING BUSINESS

- A. The Employee Handbook has been extensively updated. Board members reviewed it via email. ACTION: Michael Muñoz moved to accept the updated document. Seconded and CARRIED.

VII. NEW BUSINESS

- A. 5th Sunday Offering – Dayna Tooley: She proposed that for the remainder of the fiscal year, the plate offering from every fifth Sunday be used to cover expenses to host special events, e.g., a game night. ACTION: Dayna will prepare a congregation message explaining the change.
- B. Communication between Board and members – Jeff: The Board discussed ways to continue to improve communication. The Board needs to make sure 1) that members know the meetings are open to all; 2) members can submit requests in advance to be included on the agenda; 3) members are welcome to express their concerns and comments via email.
- C. Topics for monthly board communication to congregation – Provide link to the monthly minutes; invitation to attend Board meetings; minister's updated contract; new plate offering for fifth Sundays.

The Board will not meet in December. Next meeting will be Tuesday, January 10.

ADJOURNED AT 9:10 p.m.

LINKS

[Ministerial Contract Communication](#)

[Strategic Plan](#)

[DLRE Report](#)

[Budget Percentage Report](#)

[Treasurer's Report](#)

[Employee Handbook](#)

BACK BURNER

1. Review inventory of church assets
2. Cultural Competency Training