

## UUFW Board Meeting February 22, 2015

### Present:

- Jane Kittner, President
- Marty Van Wagner, Treasurer
- Judy Shofner, President-elect
- Joy Hayes-Gates, ALD 1 (Adult Programs, Children/Youth RE, Worship)
- Celeste Rorem, Secretary
- Kris Cervantes, Minister (ex officio)
- Becky Warren, ALD 3 (Care Team, PR/Communications, Social Action)
- Melissa Garn, ALD 2 (Hospitality, Membership)
- Mary Cunningham, Past President (ex officio)

Opening Words and Chalice lighting – 12:34 p.m. by Jane Kittner

### Old Business:

- Team Member / leader recruiting:
  - Action Item: KRIS CERVANTES will add new visitors to the email list as well as continuing to contact them.
  - Action Item: KRIS CERVANTES will create job description for greeters and forward to Mary Cunningham.
- SpectrUUm Update
  - Motion for SpectrUUm to be affiliated with UUFW as a social action subcommittee under the Welcoming Congregation project: Marty Van Wagner motioned, Becky Warren seconded, all voted unanimously in favor.
- Liability Signage: LEE VAN WAGNER is addressing this.
- Derrick plaque
  - Action Item: MARTY VAN WAGNER and KRIS CERVANTES to decide on design and wording of Derrick plaque and purchase by next Board meeting.

### Ongoing Business:

- Financial report: Richard Ferguson requested access to names of key financial supporters for use in organizational planning.
  - Action Item: BOARD (**who specifically?**) to investigate applicable policies and make determination on this by the next board meeting.
- Team reports: Read by board via email. Becky Warren moved to accept, Joy Hayes-Gates seconded, all voted unanimously in favor.
- Healthy Communications / Right Relations / Ministerial Relations
  - Action Item: KRIS CERVANTES to get scripting / language for mediation processes by next Board meeting.

### New Business

- House and Grounds
  - Action Item: CELESTE ROREM to write letter to Ed Grove thanking him for continued support and updating on plans to buy materials for continued beautification of the Fellowship.

- Board Board
  - Action Item: MELISSA GARN to make bulletin board for fellowship to connect with church leadership.
- Liability Insurance
  - Action Item: MARTY VAN WAGNER to pull policy for JANE KITTNER and MELISSA GARN to review
  - Action Item: MELISSA GARN to contact locale Pentacle insurance agent to clarify what additional coverage is recommended (Directors' and Officers' Liability, etc.), obtain quotes, and report back to Board with findings by the next meeting.
- Stewardship Workshop May 9<sup>th</sup> 2015
  - Action Item: KRIS CERVANTES and PR team to promote
  - Action Item: HOSPITALITY TEAM (*who specifically?*) to tentatively plan on helping with lunch
- Garage Sale to Benefit Humane Society April 11<sup>th</sup> 2015
  - Action Item: MELISSA GARN to send out notice soliciting volunteer help and donation of items
  - Action Item: MELISSA GARN to speak with friend Mr. Talbert regarding renting storage for one month for donated items prior to event
  - Action Item: JOY HAYES-GATES will speak with RE team to mark items upstairs at Fellowship for donation to garage sale.
- Becoming UU March 28<sup>th</sup> 2015 from 1-4 p.m.
  - Action Item: KRIS CERVANTES to plan event
  - Action Item: JOY HAYES-GATES to assist with providing child care

#### Minister's Moments

- Kris Cervantes read passage from "Serving With Grace."

#### Directors' Concerns

- Joy Hayes-Gates suggested every Board member volunteer with children during RE at least once a quarter. *What follow up will be done on this, and by whom?*
- Possibility of bringing children in for the last song during Sunday services: *What follow up will be done on this, and by whom?*

#### Listening to the Congregation

- No concerns at this time.

Closing Words and Extinguishing the Chalice – 2:20 p.m. by Jane Kittner

#### ACTION ITEMS

- CELESTE ROREM to write letter to Ed Grove thanking him for continued support and updating on plans to buy materials for continued beautification of the Fellowship.
- JOY HAYES-GATES will speak with RE team to mark items upstairs at Fellowship for donation to garage sale on April 11<sup>th</sup> 2015.
- JOY HAYES-GATES to assist with providing child care for Becoming UU event March 28<sup>th</sup> 2015 from 1-4 p.m.

- KRIS CERVANTES will add new visitors to the email list as well as continuing to contact them.
- KRIS CERVANTES will create job description for greeters and forward to Mary Cunningham.
- KRIS CERVANTES to get scripting / language for mediation processes by next Board meeting.
- KRIS CERVANTES and PR team to promote Stewardship Workshop on May 9th, 2015
- KRIS CERVANTES to organize Becoming UU event March 28<sup>th</sup> 2015 from 1-4 p.m.
- MARTY VAN WAGNER and KRIS CERVANTES to decide on design and wording of Derrick plaque and purchase by next Board meeting.
- MARTY VAN WAGNER to pull insurance policy for JANE KITTNER and MELISSA GARN to review
- MELISSA GARN to make "Board Board" bulletin board for fellowship to connect with church leadership.
- MELISSA GARN to contact locale Pentacle insurance agent to clarify what additional coverage is recommended (Directors' and Officers' Liability, etc.), obtain quotes, and report back to Board with findings by the next meeting.
- MELISSA GARN to send out notice soliciting volunteer help and donation of items for Garage Sale to Benefit Humane Society April 11<sup>th</sup> 2015
- MELISSA GARN to speak with friend Mr. Talbert regarding renting storage for one month for donated items prior to Garage Sale to Benefit Humane Society April 11<sup>th</sup> 2015

#### CLARIFICATIONS NEEDED

- Financial report: Richard Ferguson requested access to names of key financial supporters for use in organizational planning.
  - Action Item: BOARD (**who specifically?**) to investigate applicable policies and make determination on this by the next board meeting.
- HOSPITALITY TEAM (**who specifically?**) to tentatively plan on helping with lunch during Stewardship Workshop on May 9<sup>th</sup> 2015

#### MOTIONS

- Motion for SpectrUUm to be affiliated with UUFW as a social action subcommittee under the Welcoming Congregation project: Marty Van Wagner motioned, Becky Warren seconded, all voted unanimously in favor.
- Team reports: Read by board via email. Becky Warren moved to accept, Joy Hayes-Gates seconded, all voted unanimously in favor.

#### IMPORTANT UPCOMING DATES

- February 27<sup>th</sup> UUWaco Choir Jam
- February 28<sup>th</sup> UU District Training Event (Austin, TX)
- March 5<sup>th</sup> SpectrUUm Meeting, special guest speaker Rev. Charley Garrison
- March 14<sup>th</sup> Song Circle
- March 28<sup>th</sup> Becoming UU Membership Class
- April 5<sup>th</sup> Easter Sunday / Flower Communion
- April 11<sup>th</sup> Social Action Garage Sale (China Springs Tabernacle: donations needed!)

April 19<sup>th</sup>      Blessing of the Animals

May 9<sup>th</sup>        Stewardship Workshop