

First Jefferson Unitarian Universalist Church  
1959 Sandy Lane  
Fort Worth, TX 76112

Board of Trustees - Regular meeting  
November 20, 2016

### Minutes

Board members present: Michael Zepeda, Irene Forrester, Mary West, Charlotte Bailey, Bill Maginnis, as well as Reverend Jennifer Innis, ex-officio member.

The meeting was held at First Jefferson, in Jagers Parlor.

Meeting called to order at 1:24 p.m. by Michael Zepeda.

Mary West stated that a quorum was present.

Appointed Reverend Innis as process observer and Charlotte Bailey as timekeeper for this meeting.

A brief check-in occurred.

Michael stated the Good Egg will be given in December and again in January. Then it will be given quarterly.

Michael and Reverend Innis spoke with Connie Goodbread and Natalie Briscoe about how to handle the gap in the budget but no plan set yet. We will need to know the exact amount of the budget shortfall prior to the Congregational Meeting. Michael will contact Finance Committee for numbers.

The Board reviewed the October minutes. Amended to include Bill arriving prior to the vote for the Share the Plate recipients. Minutes were approved with the amendment.

Reverend Innis gave her report.

No Finance Report covered in the Board Meeting this month.

Reverend Innis will use the Zoom software to have a meeting with Charlotte and Mary concerning the grant request from NTUUC.

Michael proposed that the Board host December potluck.

The December Board Meeting will feature a social gathering after the business portion.

Irene spoke about the need for calendaring events. A dinner was bumped from the schedule due to a memorial service rental.

Meeting adjourned at 3:52 pm.

Action items from November meeting :

Topic	Who	What	Due Date
Budget figures	Michael	Contact Finance Committee for budget shortfall figures	Congregational Meeting
NTUUC Grant	Reverend Innis	Host a meeting on Zoom with Charlotte and Mary	This week
Kitchen Committee	Michael	Meet with Mathieu for update on Kitchen Committee	December meeting
Calendar	Reverend Innis	Meet with Karl concerning rental events on calendar	December meeting
LDC	Michael	Talk to Patrick Gutierrez about LDC members	December meeting
2016 NTUUC Grant update	Reverend Innis	Meet with people involved in acquiring the audio-visual equipment on status	December meeting
Share the Plate	Michael	Get addresses of recipients of Share the Plate	December meeting
Action Items	Mary	Send out action items	December meeting