

January 2020 Minutes

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

Board of Trustees - Regular meeting
January 19, 2020

Board members present David Winkowski, Dan Sexton, Paul Schattman, Mary Anne Clark, Jo Burnham, Brian Skinner, Guy Thornton.

Also present: Rev. Annie Foerster, Turner Bridgforth, Patrick Gutierrez.

David called the meeting to order at 1:01 pm

Annie read the opening words from e e cummings and lighted the imaginary chalice.

Agenda was reviewed and updated to include consideration of a US Census partnership, Light on Leadership presentations, Childcare during board meetings, and possible new covenant.

Mary Anne read the current covenant

Process: Jo Burnham

Timekeeper: Dan Sexton

Everyone checked in

Pledge Drive: This year's pledge drive was scheduled to run from March 1 to May 17. Kickoff luncheon will replace Pot Luck March 1. Patrick will work with Dan to clean up the membership list. Both friends and members will be included for pledge requests. Dan will supply Patrick with current pledge information. Annie noted that the new pledge forms include both monetary and time commitments.

Congregational meeting. The next congregational meeting will be held May 31.

NTUUC Board Training is at the Horizon church February 8, 10 AM - 4 PM.

Spiritual Practice: Brian Skinner

Minutes of the December meeting were reviewed and accepted with minor additions.

Ministers review: Annie handed out copies of the collated Myers-Briggs profiles and stated that the board has a good balance of personality types. She reminded us of her goals list for the church (Refurbish the property, Rediscover our history, Resolve old issues), and suggested that the board develop its own list of goals by February 2.

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Finance report – Dan Sexton. We are within our budget for this year!

New Business:

Board contact list created with preferred communication methods indicated. Karl can set up a group Email for board members

Church policy updates needed. Individual board members were assigned specific policies to revise or develop (Get list from David to attach). Policies should be stored in a common electronic location.

Board-committee liaisons were assigned, and the list of assignments sent to all board members

The board decided to continue to include a 5-minute Spiritual Practice in the board meetings. Spiritual practice for next week will be done by Paul Schattman. In addition, we will watch UUA videos about board operations. Video of the week will be discussed during board meetings.

Added agenda items:

Partnership with U.S. Census coordinator Matthew Roberts to encourage participation in this year's U.S. Census. Mr. Roberts will do the forum related to the census next Sunday (26 January). David will attend the forum. Dan will discuss the partnership with Pam Cox.

New board members will do the Light on Leadership on the following Sundays:

February 2-Guy Thornton
February 16-Mary Anne Clark
March 1-Brian Skinner
March 15-Paul Schattman

Child care during board meetings. Since board members will not need this service, we will arrange for child care only if visitors to the board meeting will need it.

The current board covenant was determined not to need revision and remains unchanged.

Process reviewer Jo Burnham thought the meeting was cordial and productive.

Time keeper David Winkowski noted that we ran a little long (meeting ended at 3:46), but that we had a lot on the agenda.

Annie read closing words by e e cummings.

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Notes on the February agenda (I'm not sure where this goes):

Session to set board goals. We will send suggestions to David this week.

Turner Bridgforth will do the opening and closing words.

Roy Brake will attend as visitor to the next board meeting.

Dan will follow up with Pam Cox about Census partnership.

Board liaisons will contact the chairs of their assigned committees and will inform David of any issues raised.

David will send existing policy statements or policy-related information for review by the assigned board member.

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Updated Action Item list:

| Topic | Who | What | Due Date |
|-----------------------------|---------------------|---|----------|
| Building Issues | Dan Sexton | Work with Building Chair on pressing building issues including leaks and appearance. One outstanding issue on roof repairs. | Ongoing |
| Drainage Improvements | Dan Sexton | Improved drainage around the church. Fix doors and gutters. Invite Roy Brake to board meeting. | Ongoing |
| Green Sanctuary | Rev. Annie Foerster | Need Green Sanctuary Chair | Ongoing |
| Church Policies | David Winkowski | Need to identify and update church policy book. | Ongoing |
| Delicate Policies | David Winkowski | This turned into a revision of our Executive session policies and procedures. | Ongoing |
| February Spiritual Practice | Paul Schattmann | | |
| Fire Drill | Guy Thornton | Need to schedule a fire drill Consult with fire marshall and select time. Announce time frame to congregation | Ongoing |
| 501(c)(3) | David Winkowski | Ongoing | |
| Research Time off for Karl | Dan Sexton | Look into existing policies to determine Karl's time off | |
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