

First Jefferson Church Board of Trustees  
Meeting 19 July 2020  
Minutes of the Meeting (Approved)

Members Present: David Winkowski, Paul Schattmann, Dan Sexton, Mary Anne Clark, Brian Skinner, Jo Burnham

Other attendees: Annie Foerster, Patrick Gutierrez

Call to Order: 1:10 PM

Chalice Lighting: Annie lighted the Chalice, and reminded us to respect the interdependent web of existence, and to remember those who are no longer with us.

Quorum was called by MAC

Agenda Review and Update. Annie added a caring and sharing item, and a third zoom account.

The Covenant was read by MAC

Process Observer and Timekeeper were appointed: Jo Burnham and Dan Sexton respectively.

Check-In: Everybody checked in.

Spiritual Practice was read by David Winkowski: Annie's sermon led him to a poem in the Soul Matters material by John Welwood. It is about compassion for yourself.

Consent Agenda (June minutes and minister's report) Jo moved approval of both, Guy seconded. Approval was unanimous.

Last Month's Action Items were reviewed by MAC.

Financial Report: Dan reports we are deficit spending, although we do have a good bank balance. Should we hold the mineral reserves money for something special, or are there some items that we need to use that money for immediately? We need to repair the door in the RE hallway before school starts. Dan Sexton and Roy Brake will check the job bids and decide. We are behind two mortgage payments.

NTUUC Grant Status: David reported that Daniel Polk advised him not to count on the grant continuing through a second year. We need to think about RE improvement plans. They are open to considering emergency grants, which may take precedent over improvement grants. Our mortgage payments may by then constitute an emergency. Annie notes that we are not doing anything with the children right now. Thomas Earthman has offered to do a story every week with a question session after the service. Thomas is also willing to help with the service recording. Paul suggested that we advertise children's activities in the Courier and web site.

NTUUC Strategy Session Review: NTUUC had their board retreat, which David attended. The retreat was facilitated by guy from First Church Austin. David thought it was well done. Board is not bound by decisions of the meeting, but the consensus vision was to produce strong and healthy UU congregations in North Texas. So we might see some additional support from NTUUC.

Leadership Training Opportunity: Annie attended an earlier leadership school, and found it to be a useful experience, and expensive. This year, they are offering it as an online experience at \$75 per person. Annie recommends that we send 10 people. Course material would be available about a month before the first course opens in October, when the group comes together to discuss the material. A second and third course are then opened, for a three month experience. Strategic planning, goal setting, tools for creating better experiences for everybody. Would be good to have all board members do it, especially that have not previously attended a Leadership training. The course runs from September through December, with 3 October, 7 November, 5 December mornings as synchronous sessions. The reset is at your own pace.

Committee on Ministries. Annie will contact Raniel to see if he is willing to serve.

Break at 1:56 PM. Reconvened at 2:05.

July COVID Status Review: We're still meeting and greeting online for the foreseeable future. Guy suggested that we invite a SMALL number of people to the recording sessions. Signin sheets and masks, etc.

In-Person Precaution Planning: Jo, Brian, Annie, Guy, Julie, Roy Brake are the committee for planning how to set up in person small events. Wednesday week 29 July 6 PM they will hold a Zoom meeting.

Adult RE Funding Status. Covered in NTUUC discussion.

Service Recording: Annie has talked to Guy about what equipment we should have for weekly recording. We need some extra ear-microphones, two good cameras that can be rear-mounted. Guy is looking at some that are about \$700 each. We also need a Teleprompter and two flat panel TV s for monitoring and perhaps for teleprompter, and some cables. Guy suggested that we construct some kind of AV stand or booth for the PC and the mixer. Mixers come in sets of 2. Should we have a fundraiser for the equipment? Dan will work on getting Guy a budget. Annie has money she did not use for GA that she can provide. Could we find out where some of the other churches got their equipment?

Name Change Status: We need to consider the consequences of the name change. Also the earlier discussions didn't include the entire congregation. We need to present the idea at the November congregational meeting and have a more comprehensive and inclusive discussion. Thinking about how we label ourselves helps us understand ourselves. We will probably need to give the admin more hours to assist with these discussions. We need to have all of the information ready by October for the November meeting. This is a restart, not a continuation.

Crisis Management Policy: Paul submitted a draft, which has now been edited. Are any further changes needed? Send them to Paul for a final revision.

Guest Speaker Cost Increase: Prices for guest speakers have been raised by the UUA to \$350. Worship arts will experiment with some other ways of having the service when Annie is not preaching.

Caring and Sharing Committee: Anna Ward (?) is now back from Israel and she would like to make cakes for people. Colleen Brewer, Paulette Holland, Mary Kerwin. Betty Churchman are on the committee. Betty is very busy. Do we need a new chairperson for that committee?

Zoom: a third Zoom license has been assigned to Karl, which may not be a good fit, since meetings often don't occur during his working hours. Can we make Thomas responsible for this one? David will take care of it. Karl is willing to pass it on. We need to get an RE committee Email, which we don't have currently.

Executive Session: No minutes.

Process Review: Everybody behaved themselves.

Timekeeper: The meeting ran two hours, but we started a few minutes late

Extinguish Chalice: Annie extinguished the chalice. May we be together and be blessed by one another's presence.

Total time 3:04 PM

## July Action Item Update:

| Topic  | Who                         | Action   | Due Date |
|--|-----------------------------|--|----------|
| COVID-19 Status and Adult RE and other Church Meetings | Jo, Brian, Annie, Roy, Guy. | Full services still only online, but there is a planning committee for some small meetings.  | Ongoing  |
| Web conferencing                                       | David, Annie                | We have two church Zoom licenses. David and Annie are managing access to other groups. Thomas Earthman will be managing the third. n.b. we need an RE Email for the church.  | Ongoing  |
| Building painting; dead tree                           | Roy Brake, David, Joel      | Complete painting building exterior. Large dead tree in Memorial garden also needs to come down.   | Ongoing  |
| Unclaimed funds  | David, Dan                  | David has applied for returned business item refund. Mineral rights money has been received.   | Ongoing  |
| Renters  | David                       | Seeton school starting in the Fall.  | Ongoing  |
| General Assembly                                       | David, Annie                | Annie attended the GA meeting.   | Ongoing  |
| Pledge Drive   | Dan                         | Addition of a second pledge drive is still TBD.  | Ongoing  |
| Service Auction  | Tina Harmuth, Annie         | Tina has volunteered to organize this as an online event. Schedule Tina as board visitor.  | Ongoing  |
| Committee on Ministries                                | Jo, MAC                     | Raniel Baker invited to replace Bob Portman on committee? Annie will call him.   | Ongoing  |
| Name Change  | Board and congregation      | Issue needs to be presented at November Congregational Meeting   | November |
| Service recording setup                                | Guy, Annie, Julie, Patrick  | FJUUC needs to get stuff for recording the service. Two additional microphones, screens, mixers needed. Guy will be given a tentative budget with Annie providing seed money from saved expenses. Julie is training as is Patrick. | Ongoing  |
| Crisis management policy                               | Paul Schattmann             | Paul has completed this policy draft. Additional suggestions, if any, will be sent to him.   | August   |
| Service Alternatives                                   | WARTs                       | The worship arts committee will explore service alternatives to save on guest speaker expenses.  | Ongoing  |
| RE Activities  | Thomas Earthman             | Thomas has volunteered to do a children's activity and post-service Q&A session.   | Ongoing  |