

UUCF Board of Trustees Meeting Minutes 09/12/2023

Members Present: Lorne Caddick, Thomas Contreras, Mahnaz Shahrestani, Cathy Frickert, Colleen Clay, Rose London, Rev. Dr. Jason Cook

Absent: Heather Enriquez

Members Attending for Reporting: Sarah Whittenberg (RE) ; Mark Umbriaco (various)

Agenda Item #1: Call to Order

Occurred at 7:10 pm Lorne Caddick

Agenda Item #2: Acknowledgment of Native Land and Chalice Lighting

Thomas Contreras lit the chalice and Rev. Jason acknowledged native lands. Mark Umbriaco read the Chalice Lighting Words.

Agenda Item #3: Approval of September Agenda

Thomas made a motion to accept the agenda, Cathy seconded, no discussion or dissent, motion passed.

Agenda Item #4: Approval of August Minutes

Thomas made a motion to accept the Minutes, Colleen seconded, no discussion or dissent, motion passed.

Agenda Item #5: Admission of reports to the record

Reports submitted were: Administrator's, and the Minister's report was submitted. No Vice President's Report, no Bookkeeper Report was submitted, but a Financial/Fiscal responsibility discussion occurred led by Lorne. He's handling it and will let us know at the next meeting what's occurred, it's further discussed in Item # 7.

Mark Umbriaco spoke to 3 things:

1. The Fall Event for "Let's Get Social" he stated the budget was \$600 and that he didn't expect to use it all. He will be providing decorations. He's looking at having Costco chicken and maybe something Mediterranean.
2. He would like us to participate in the April "Crop Walk" (general agreement)
3. The garden we are responsible for at the front of the church near Harbor was discussed. It had been suggested that we make it a Memorial Garden. If that followed through he offered to get pricing for a plaque. However the Board

would need to come up with what's to be written on it. There's uncertainty as to whether the monies for the garden had been folded into the General Budget. There is still a question as to a water leak and how it could be turned off(it drips), no clear answer yet, more research needed.

Sarah Whittenberg spoke to the Youth and Family Ministry(previously RE).

1. She said she's currently working 15-20 hours a week
2. The plan she is working on is to bring on a Team Coordinator in the next month to share the workload at a lower pay scale and do 5-10 hours a week, and she has someone in mind.
3. She reminded us that the full RE year begins this Sunday, the 17th.
 - a. She shared a document with us of the RE plans for the upcoming year and asked if we had suggestions or questions.
4. She is interested in exploring a Scout Venture Crew in conjunction with our Y & FM in UUCF and the Boy Scouts of America (with whom she is affiliated). This would be supplying a parallel program with our RE for ages 14-21 year olds. It's a youth directed program focused on building social skills. We would need 5 Charter Adults to assist. Sarah believes that Megan Watson and her husband would be interested in being the Scout Masters. It was suggested that she didn't need Board approval and that she could institute this in RE.

A discussion about process and order of procedure occurred for clarification.

Agenda Item #6: Review of Committee Structure and Personnel Assignments 8:01

It was decided that all Reports would be given based on the UUCF Committee Heads and Members Document not as delineated by the Agenda. The following covers Agenda Items 8-13.

Communications: *Janice Paton* reported that as webmaster that all proceeding well, but she had concerns about confidentiality and privacy. And it was agreed that needed to be addressed with Jason. Also, it was mentioned that we need someone to run our Social Media which is currently being done by Jason.

Program Counsel: *Heather Enriquez* wasn't present to Report

Governance/Personnel(ad hoc) : *Lorne Caddick* reported that Dana Bianco, Will Nettleship and Mary Rhodes resigned leaving Thomas Contreras, Jim Cruess, Mark Umbriacco, Mary Botts, and Paula Spiro. It was agreed that the remaining 5 members were sufficient since this is an ad hoc group. Other changes: under Employment Ramon resigned leaving Judy-Mina Ballard, Bruce Johnson, Meredith Worden; PSWD is Lorne now; in Building & Grounds Jennifer Myers resigned leaving Sherlan Neblett; Health and Safety is Pat Mannion. It was noted that we want to discuss whether we want to form a Safety Committee at a later date.

Caring/Social: *Mahnaz Shahretani* reported that under Circle Suppers that Adult and Newcomer Circle Suppers are no longer happening. Rebecca Ricketts is still on Family Circle Suppers; De Benneville Pines Dale Botts and Chris Heaton, Jennifer Carlson resigned; There is no Hospitality group at this time. Online Coffee Hour Linda Lillibridge and Karen Anderson, Harry Lagenbacher resigned. It was noted that they may need assistance to figure out how to do the technical side. The Social Committee is Mark Umbriaco. The Caring Ministry is currently vacant, but Mahnaz will work on it.

Engagement: *Thomas Contreras* reported that there is no Advertising/Outreach/Publicity. Here there was a discussion as to whether there could be a custodian (or a paid someone) for set ups and takedowns, no decision was made. Membership is *Pat Mannion*; Small Group Ministry is *Mary Botts*, Drew Chappell, Christina Garner, Mary Rhodes, Kathey Schuster, Rose London, and Megan McLellan resigned. Religious Education(RE), Adult, is *Dale Botts* and Ed Tschabrun. Welcoming Ministry is *Linda Duarte-Wolf*, Will & Lois Nettleship, Nazi Shahrestani, Donnette Gultinan, Sherlan Neblett, Karin Bell, Cathy Frickert, Janice Paton and Dana Bianco has resigned. There was a discussion about whether we could start up Greeters again, no decision was reached.

Youth & Family Programming: *Cathy Frickert* reported under Religious Education(RE), Youth, *Rebecca Ricketts*, Christina Garner, Carter Rakovski, and Sarah Whittenberg, Rebecca Deuel-Gallegos, nd Megan McLellan resigned.

Service: *Colleen Clay* reported under Pathways of Hope *Barry Burriesci*; Social Action Committee is *Debbie Langenbacher*, Dale Botts, Jim Cruess, Doris Dressler-Clark, Christina Garner, Donnette Gultinan, Randi Hedrick, Hillary Key, Barbara Nelson, Lois Nettleship, Kathey Schuster, Rev. Karen Stoyanoff, Rose London, Rev. Jason Cook (*ex officio*); Community Service Sherlyn Neblett and Donnette Gultinan (Caring4kids); UU Service Community Rep is *Debbis Langenbacher*, Acting Rep

Ways and Means: *Lorne Caddick* (Acting) reported Annual Pledge (ad hoc) -Board appoints members annually; Budget Committee is *Dale Botts*, Bruce Johnson, Jim Garner, and Lorne Caddick resigned; Investment Committee: is *Dale Botts*, Doris Dressler-Clark, Bruce

Johnson, and Lorne Caddick resigned; Planned Giving Committee: is *Lois Nettleship*, Dana Bianco, Doris Dressler-Clark, Carol Kiser, Mary Rhodes, Randi Hetrick; Let's Get Social (prev. Service Auction/ Fundraising) *Cathy Boon* and Mary Botts and Wendy Karn resigned; Stewardship Committee is Joyce McCabe, Rev. Jason Cook (ex officio) and Meredith Worden, Thomas Contreras, Jim Fyke, Carol Kiser, and Will Nettleship resigned.

Worship: *Rose London* reported that the Family Milestones Committee is vacant, it was discussed and most felt we still needed it but no decision was made. The Music Committee is *Christina Garner*, Rose London (Board Rep.), Bruce Reback (Hand Chime Rep.) Megan Smock (WA Rep), Gary Daniels (Gathering Music and A capella quartet), Judy Herz Minister of Music Emerita (Sunshine Singers and Hand Chime Rep.), noted there is no Choir Rep. yet as we have no Choir; Worship Committee is *Megan Smock*, Dale Botts, Thomas Contreras, Linda Duarte-Wolf, Heather Enriquez, Rose London, Judy Mina-Ballard, Mark Umbriacco, Ramon Gallegos, Christina Garner, Sam Brooks, Rev. Jason cook (ex officio); UUCF Players is *Judy Mina-Ballard*, Rose London, Chance Vernon

Agenda Item #7(8 on the original Agenda): Treasurer's Report

Lorne (acting Treasurer) related that he's digging deeper into UUCF's Financial Accounts and he's taking steps to be added to various extent accounts for financial accountability. Thomas Contreras made a motion that we create a Financial Control and Processes Committee for the purpose of analyzing, evaluating, and making recommendations for improvements to be completed by the end of 3 months. It was seconded by Colleen Clay. A discussion ensued. A vote was called and the motion passed unanimously. Lorne will contact Dale Botts (re: Investments), and Amy Styffe (re: the Checking Account). He will create a committee asking Sherlan Neblett to assist. The Committee will, once established, make a report to the Board to improve financial control and processes.

Agenda Item #8: Comments, Clarifications, Proposals, New Business

There were none.

Agenda Item #9 Adjournment

Lorne adjourned the meeting at 8:45 PM