

Minister's Board Report, November 2021

Dear Board,

Thanks to the Board, the COVID Task Force, staff, and others, we have been up and running! UUCF is now functioning as a multi-platform church, with in-person services happening in our new building and successful usage of the technology to include our participants at home. We are getting to know our new space in the courtyard building, and lots of people have shared positive words in response to what's happening. We were excited to have the new sanctuary chairs this past Sunday, and I've ordered a new, sturdier base and poles for the large banner which should make it much easier to raise.

While all this is good news, it also means that we need to begin moving quickly to put systems into place as our services continue to grow in numbers and aspiration. The last few weeks have been manageable simply by people pitching in where they saw need, but we are not going to be sustainable going forward by that method. In many ways, because we are both in a new building and coming out of the pandemic restrictions after so long, we are similar to a church that is just starting up. So I have posed a lists of tasks for the Board to discuss and then assign to the appropriate parties. I don't suggest that the Board try and resolve all of these items at this meeting, but rather, that you consider who should be responsible for putting a plan into place and get them working on it. Here goes:

- a) **Excess Furniture in Building.** There are several pieces of furniture (probably 6-8 large items) that need to be removed from the building ASAP. First Christian is planning a larger re-opening for their congregation on Nov. 21st and has asked that we find new homes for these items. *This is top priority at the moment.*
- b) **Community Room Clean Up.** The UUCF Community Room is full of odds and ends—some important, some not. A small group of people need to go through these items and see what needs to be kept and what should be tossed. Our Office Administrator, Amy, cannot be fully organized until this room is tackled. I would rate this as high priority.
- c) **Building/Sidewalk Signage.** I suggest a task force to figure out what kind of sandwich boards we need for the sidewalk and how we are going to do building signage. Many congregants have been asking me about this issue, and some have approached Rev. Mandy about it. It would be best if we had a task force for them to direct their questions/ideas to.
- d) **Memorial Garden.** UUCF has rented the small dirt area outside the Harbor facing doors for both a sign and memorial garden. First Christian would like to know when we are going to plant there—and if it's not soon, could they put flowers in for the time being? (In the past, Mark and Duffy had expressed interest in the garden project.)
- e) **Sunday Morning Custodial Help.** Currently, on Sunday mornings, I alone am opening the building, setting up chairs, setting up tables, putting out signs, etc. The RE staff is putting chairs away, taking down signs, etc. This is not sustainable. My suggestion is that

we re-hire Anthony (if he is available) to help with our custodial needs—and if not him, then we begin seeking someone else.

- f) **Sunday Morning Lay Set-Up Crew.** Much of our previous set-up crew hasn't returned yet, and some of them will not be returning or able to help anymore. We need a dedicated crew to set up banners, chalice, joys and sorrows candles, etc.
- g) **Tech help.** The camera/Zoom/facebook operator in the back room is currently Calvin Ballard. At the moment, no one else knows how to do this (and it is complicated). This leaves us very vulnerable should Calvin need a Sunday off. My suggestion would be that we continue to pay Calvin but find a volunteer or two to shadow him and then practice running the system at least once a month.

I know this is a big list to tackle! Thanks for all you do.

In gratitude,

Rev. Jason Cook