

UUCF Board of Trustees Meeting Minutes 2/24/2024

Members Present: Heather Enriquez (Acting President), Mahnaz Shahrestani, Cathy Frickert, Colleen Clay, Rose London, Janice Paton, Thomas Contreras, Judy Mina-Ballard, Rev. Dr. Jason Cook (ex officio), Sam Hunt (Intern), Amy Styffe (Administrator) joined later.

Absent:

Agenda Item #1: Call to Order

Heather Enriquez called the meeting to order at 7:06 pm.

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

Rev. Jason acknowledged native lands and offered Chalice words and a moment of silence.

Agenda Item #3: Approval of January Minutes

Thomas Contreras made a motion to accept the minutes as amended, Colleen Clay seconded, no discussion or dissent, motion passed.

Agenda Item #4: Approval of February Agenda

Janice Paton made a motion to accept the Agenda, Judy Mina-Ballard seconded, no discussion or dissent, motion passed.

Agenda Item #5: Admission of reports to the record

Reports submitted were: Administrator's, Minister's, RE/ Family Ministry, Caring and Social, RE and Social Action. A Financial Report (folder) was submitted. Rose moved to accept the reports as received, Janice seconded, no discussion or dissent, motion passed.

Agenda Item #6: Treasurer's Report

Placeholder Treasurer Report: we received a UUCF Financial Info Folder

Agenda Item # 7: Engagement Report

Thomas had nothing new to report about Engagement.

Agenda Item # 8: Caring and Social Report

Mahnaz recapped her written report.

- Family Circle Suppers - no Family Circle Supper this month as no one signed up
- De Benneville Pines - Mahnaz asked: De Benneville Pines is sponsoring this program (Promoting Justice: Amplifying Voices) and Dale wants us to spread the word. She was given suggestions.
- **Social Committee** - We will have a Spring event on Saturday March 16th at 12PM-2PM in the courtyard. We will serve a light lunch, play live and recorded music, and have arts/crafts stations for children.
- Nothing change from **Caring Ministry** and **Online Coffee Hour Host**

Agenda Item # 9: Worship and Music Report

Rose London reported:

- The **Milestones** committee now consists of Deborah Reback as Chair and Jocelyne Shiromoto
- The **Music Committee** did not meet as they could not find a time that would work for all. They are planning to try to meet soon.
- **Worship** is proceeding well according to Megan.
- **UUCF Players** had auditions and now has a viable cast for the Reproduction Plays now being done in Reader's Theater format.

Agenda Item # 10: Service Report

Colleen Clay recapped her written report.

Follow-up on activities from last month:

- Braver Angles workshop on January 28 was a success with about 20 in attendance from UUCF and FCCF.
- UU the Vote – 300 postcards/ addresses were distributed to UUCF congregants to write to independent voters in Fullerton

- Share the Plate for St. Andrews Soup Kitchen on Sunday February 11. We will know the amount collected later this week. In the future, we'd like to have the "share the plate" announced a second time during the service, just before the plate is passed.

Reproductive Choice plays: Auditions were held this week on February 12 in the evening. A cast has been selected, rehearsals will begin the week of February 19 on Monday and Wednesday evenings until the performances on March 22 and 23. Social Action will work on ticket sales, raffle prizes, advertising, etc. Lesley shared an article about the drop in donations for abortion care since the Dobbs decision, highlighting the need for continued support.

UU the Vote: UUCF will again participate in UU the Vote for the November election. UUA's kick-off is on March 14, and we will know then of any specific campaigns. We need to remain non-partisan, but can encourage people to vote (just not for a specific party or candidate). As we have in the past, we can support ballot propositions.

Crittenton: Christina shared about the work she has continued with Crittenton, including a letter of thanks from Crittenton for our participation in the Holiday Angels program last December. Pre-COVID, UUCF had a group who volunteered on a regular basis with immigrant children/ teens at Crittenton. Christina has begun participating again and would like to develop a group of UUCF volunteers to participate as we have done previously. It was discussed that if there is enough interest among UUCF congregants, we could have someone from Crittenton provide training for our congregation in the spring.

Red Cross Blood Drive: FCCF is having a blood drive this month, and it would be a great opportunity for UUCF to join in! Especially since the founder of the American Red Cross, Clara Barton, was a UU! Perhaps this can be included in our weekly announcements for this month.

Agenda Item #11: Youth and Family Report

Summary of recent accomplishments and current activities:

- Determined Megan Watson as the best candidate to take on the position of UUCF Teen Coordinator. She was our Interim RE Coordinator in 2022-2023.
- Renewed my LREDA membership. Working with other LREDA members in SoCal (note: I'm the only member from any of the OC congregations) to put on a TeenCon in April up in the Ventura area.

- Although I was not able to be present on the 1/27 cleanup day, I have been working with Megan Watson, Joy Ellis, Cathy Frickert and others to cull the massive amount of RE “stuff”. I’m taking home approximately one carload of said “stuff” for review every week.
- I had been under the impression that we had a full committee, but it appears that the member who committed to that position has changed their mind and instead added themselves to the communications team. This means we need to find someone for that position; at this time, none of the existing committee members are willing to take on coordination of special projects and events, including OWL, CoA, and the like.
- Much of the committee has been in a kind of stasis for a while. The two general members have provided outstanding service. The comms team is, as far as I can tell, still working with Becky to determine what their focus will be on.

List of activities in progress and upcoming events:

- Valentine’s Day Party on 2/11
- Lunar New Year event on 2/18 with special guest Anita Lau
- Working with Intern Minister Sam Hunt to create an Active UU event on 3/17
- Nowruz event 3/24
- Egg Hunt 3/31

Financial impact:

- The RE committee is working very hard to be judicious stewards of our budget. We use a lot of recycled and donated materials. I’m looking forward to seeing a copy of our financials so that I can determine how much I actually have to work with.

Recommendations to the Board of Trustees:

- Approve the hiring of prospective Teen Coordinator, Megan Watson
- Determine policy as to whether non-members are allowed to serve on standing committees, whether as a chair or a member

Agenda Item #12: Old Business

Colleen Clay reported on the Sabbatical Committee’s decisions:

Discussion Summary:

The Sabbatical Task Force deliberated on UUCF's obligations to Reverend Jason, the congregation, and the broader UU community. Core goals were established to ensure a quality sabbatical experience while addressing current opportunities. We discussed the capacity of the congregation to provide continuity of ministry and engagement through financial support and lay ministry.

We discussed the required board actions to execute this plan. As the funding identified has either already been allocated in approved budgets or is continuously budgeted funding a vote of the congregation is not required. No vote of the board would be required for funding already approved through this fiscal year. If it was determined to use funds from future years, as would be normal under any employment contract, that should be approved as part of the acceptance of the negotiated employment contract for the Intern.

Three sabbatical models (A, B, C) were considered, with a hybrid recommended for its balanced approach.

The board's support, budget allocation, and collaboration, will facilitate a successful sabbatical for Reverend Jason while balancing the current opportunities such as intern ministers and supporting a structure that works for everyone.

Core Goals:

1. Acting in good faith and meeting our obligations. Objective: meet our obligations under the employment contract in full and as soon as is practicable.
2. Provide a meaningful sabbatical for Reverend Jason. Objective: ensure the planning and design for the sabbatical allows Reverend Jason to be fully relieved of duties while on sabbatical time, with some limited exception for intern support.
3. A sabbatical plan designed and planned to match the capabilities and capacity of the congregation to support ongoing operations through lay leadership and funded ministerial support.
4. Recognize and support our position as the only local congregation authorized to provide intern experience for aspiring UU ministers. Be open to an unconventional sabbatical plan in order to fulfill this role.
5. Through collaboration and consultation, come to a mutual agreement with the stakeholders of the sabbatical plan, including the minister, board, worship committee, and interns. Recognize Reverend Jason is the person best situated to determine whether the sabbatical plan can uphold the principles and meet the objectives.

Sabbatical Models

The task force identified three models for the sabbatical. A) full six month sabbatical. B) an alternating week sabbatical. C) a hybrid with three months of full sabbatical (with the

exception of intern supervision) and a full time equivalent of 3 months executed in alternating weeks.

We recommend option C. During the discussion, accommodating a meaningful sabbatical, an intern opportunity and the financial and personnel capacity of the congregation, this option seems the best balance. We discussed the possibility of the three months coming at any point in the sabbatical, based on meeting the meaningful test, the intern opportunity and the congregation needs.

Implementation:

Authority:

Recommendation: Provide Reverend Jason with a budget and the authority to craft a plan based on goals and financial and congregational capacity parameters and to negotiate the terms of the internship with the candidate.

Funding:

Funding:

Recommendation: Allocate the following funds as available for the sabbatical.

1. All of the budgeted set aside for the ministerial sabbatical currently “on the books,”
2. all funds designated in the budget through FY23/24 not current allocated to the sabbatical account,
3. the expected funds for the 24/25 and 25/26 FY if the Intern is a part of the sabbatical planning, and
4. any unused guest speaker budget from current year and any allocated funds for the next two FY if the Intern is employed during this period.

It should be noted this plan does not address the issue of timing for a sabbatical at the 14 year mark and any sabbatical set aside funds from contract years 8 forward would be deficit from the year 14 sabbatical plan. It is not required to allocate all available funds to the Intern contract.

Timeline and Contracts:

Recommendation: Reverend Jason to draft a timeline for his sabbatical, using the funds designated for sabbatical and guest speakers, complete the intern contract,

and assign the worship and other committees to plan for continuity. Sabbatical Planning Group: Recommendation: Establish a planning group with the board and supporting committees. Board to coordinate and support committees in executing the sabbatical plan.

- The Sabbatical Task Force's recommendation was accepted and Judy Mina-Ballard moved to accept it as written the motion was seconded by Cathy Frickert. There was no discussion or dissent, motion passed.
- We directed the Minister to hire Nick D'Agosto for the 2-year Intern position. The funds will come from across the next 3 Budget years. The motion was made by Janice Paton and seconded by Thomas Contreras. There was no discussion or dissent, motion passed.
- It was decided to accept Megan Watson as Teen Coordinator. A discussion ensued about her pay and making sure that it met UUA standards, Judy Mina-Ballard will follow this up. Sarah will continue to hire for the open positions after this hiring process completes.
- Bruce Johnson has stepped down as Treasurer.

Agenda Item #13 Comments, Clarifications, Proposals, New Business

- Amy Styffe joined us to share what she and Colleen Zenger have done with regards to keeping our Finances updated and organized. She will be able to maintain the books but she cannot set up the balance sheets. We still need a Bookkeeper and Amy recommended that we hire someone to close the year's financials and hire an outside accountant to audit the books. There was a discussion about different accounting firms. Heather has approached a firm she thinks might work and is making inquiries. There was an inquiry by Colleen as to how much money can be dispensed by the Board without going to the congregation, with regards to hiring a Bookkeeper. Heather Enriquez appointed Colleen Clay to be acting Treasurer until the end of the Church year, during our further search for a member to take the post.
- We had requested the information from our Fidelity/Vanguard Account and Dale Botts was unable to access it. Colleen Clay is following up to assist him. There was a motion to make the Board VP and the Treasurer signatories on these accounts by February 29th by Rose London and it was seconded by Janice Paton. There was no discussion or dissent, motion passed.

- There was further discussion about a marketing campaign for new Board members to prepare for the 2024/2025 Board.

Agenda Item #14 Adjournment

Heather adjourned the meeting at 8:40 PM. Rev. Jason extinguished the Chalice with closing words.