

UUFBC Board Meeting Minutes

Tuesday, November 19, 2013

Members Attending:

Jack Harvey, Jo Shafer, Ken Sizemore, Dianna Avrigian, Charissa Thacker, Ruby Jo Faust, Christine May, Tisha McSharry

The lighting of the chalice was provided by Ken Sizemore and the Board Covenant was read by all members of the Board in unison.

The meeting was called to order and open for discussion at 6:30 pm. by Jack Harvey, President.

Secretary Report: The Board unanimously motioned to approve the October meeting minutes.

Treasure Report: Ken Sizemore reviewed and explained the total income and expenditures. Noted is our pledges are falling a little behind. Fundraising brought in \$1,750.

Gravel for the front of the church for 4/5 trucks full was paid. Further discussion regarding our enrollment into the electronic federal tax payment system, with a PIN number and information about how much we will pay in federal tax, social security and payment for new employee's.

Christine May motioned to accept the Treasure report, Jack Harvey second the motion the board agreed unanimously.

- **Faith and Development**

Our new hire Tiffany Sapp started on Monday, November 25th, and is in discussion with Jennifer Wilcoxson related to child care.

Christine May has concern regarding a depression group therapy that does not fall under the small group ministry, noting it might be better as a support group. Jack and Christine will discuss the criteria to make a decision.

- **Pastoral Care**

Jack Harvey wrote a small piece in e-news to make it known that we have a clearing house to match people who can help meet the needs of others. Jack talked to the office group and Jennifer Wilcoxson will be the overseer for this project.

Jack Harvey discussed the Green Team having an action point to add a specific point in the Congregational Covenant, so when he met with the Faith & Development team on Sunday they wanted to keep the opening of the Covenant as simple, short and concise as possible so he brought the suggestion to the Green Team and the Board to add a line: Love is the spirit of this church and service is its law; this is our great covenant to dwell together in peace to seek the truth in love and promote a sustainable world and help one another. It is agreed that we will wait before we put it in the bulletin until we apply for the Green Sanctuary.

- **Vision and Growth**

Jack Harvey addresses discussion with Tiffany Sapp that

she take the Vision and Growth and come up with a syllabus for a new member class. There was a two session class. She has committed to providing a class in January. Bylaws state that we need to elect a Nomination Committee. Jack has contact some of the congregation asking if they would be interested in the nomination. Three people have agreed to be nominated Cathy Riffenburg, Al Burgermeister, Cheryl Kellog have agreed. We will have a quick meeting after church on 12/15/13 to discuss the nominating committee and vote on the covenant. Christine May added a big thank you for the cooperation and good job for our commitment to the weekend project.

- **UU Environment**

The lights will be delayed until the completion of the drive way and poles. The box that is going to be the cabinet for the sound system is going to be worked on this week. The school house needs more ventilation and the plans is to remove a portion of the roof.

We have presented the plan and we are completing the application and hope to have it complete within the next two weeks.

Recycling effort has been very successful we have added 4th can. Dianna has agreed to make signs to put on each can for distinguishing cans from paper goods and making aware no glass or Styrofoam.

Jack Harvey has been in discussion with a company interested in the design of the new signs noting \$1,200 without the third oval \$1,400 with the third oval.

- **Social Justice**

On Thurs., Oct. 24, Bob Gilmore, Jo Shafer, and Ruby Jo Faust toured the foster care group home housing girls, where we met the house director Bryan Meeder and one of the girls.

On Tues., Nov. 5, we hosted a Meet & Greet event at Sonny's barbecue for the teens and DCF adult staff. About 20 UUFBC volunteers attended and donated generously to the cost of the dinner. There was good participation by teens, staff, and UU volunteers in a brainstorming session for Service Learning Projects (SLP) for the year. Suggestions included having a float in the Christmas parade, creating a holiday event at a nursing home, continuing the community garden, and other ideas.

On Nov. 9, we announced a one-time food collection for students at Patterson Elementary to coincide with the winter holiday. Response has been good so far. Volunteers from Family of God Church will join us on Sat., Dec. 14, to sort the food for delivery to students on Dec. 20.

On Wed., Nov. 13, Bob Gilmore, Jo Shaffer, and Ruby Jo Faust attended a meeting of the SLP Adult Council. DCF staff reported that teens seemed more interested in a holiday nursing home visit than in having a float in the parade. Using the parade activity as a fund raiser for foster children's Christmas gifts was discussed as a good possibility, with baked goods, hot drinks, etc., in front of the CBC building along the parade route.

Today, Nov. 19, SJ committee members met with teens and staff at the girls group home to continue planning the holiday events. Additional SLP meetings will be held on Nov. 26 and Dec. 5 to finalize plans for the nursing home event and preparations for the Dec. 7 fundraiser. On Dec. 5, we will bake for the fundraiser.

On Fri., Nov. 22, Bob Gilmore, Jo Shaffer, and Ruby Jo will meet with Brandie McCabe, Well-Being Specialist and Wendy J. Fletcher-Altman, Circuit 14 Adult Protective Services Supervisor, Bay and Gulf Counties, at Community Based Care, 2505 W. 15th Street, Panama City

- **Resource and Development**

We have hired and are currently going to pay a new Religious Education employee once a month.

Discussion of withholding related to Medicare, Social Security and any additional federal withholding the employee may wish. The employee will be paid at the end

of each month. A cost of \$76.50 will be the monthly cost from UUFBC's portion of the taxes. The change in the budget discussed last month, of \$4,000 moved from Religious Education and moved it to Facilities, Maintenance and Grounds. The over all budget remained the same.

Vice President: Jo Shaffer mentions the office staff has recently requested that a designated wish list for donations be published for items being donated.

Ruby Jo Faust, Ken Sizemore, Jack Harvey discussed the smoking issue, noting there are others who are smoking in the designated non-smoking area. Discussion regarding e news suggestions and considerations was discussed by Jo Shaffer as well taking responsibility to publish a sample policy together for what we should consider for the wish list to include grounds and the facility.

Jack Harvey discussed the contract for our new employee related to benefits for our employee.. Christine May suggested long term disability insurance. No benefits will be offered to our new employee. Workman's Compensation will be offered because we do carry this contract.

The recommendations from the UUA is for the new employee to have an own office, with computer use and telephone. Ken Sizemore made the Board aware that our insurance company does not offer disability insurance. Discussion for insurance will be researched and reviewed by the time of our next meeting due to UUA offering insurance.

Dianna Avrigian brings to the attention of the board that Susie Sizemore has decided to limit her time with the fund

raising committee. She would like to remain Fundraising Chairperson, and contribute as much time as possible and she is looking for someone to take the time and leg work to keep the decorating and organization commitments in place.

Also brought to the boards attention is that the Fundraising Committee falls under Resource and Development Committee and all further communication with regard to fundraising will be discussed with the committee.

Jack Harvey motioned to close the meeting, Ruby Jo Faust second the motion. The meeting was adjourned at 8:30 pm.

Addendum: Sunday, December 15, the congregation voted for the Nominating Committee: Al Burgermeister, Candis Harbison, and Cheryl Kellog. Candis Harbison moved to elect the slate of nominees, Michael McSherry seconded the motion. The congregation agreed unanimously.

The congregation voted to accept the Congregational Covenant: Matthew Raver motioned to accept, Delmer White seconded, the congregation agreed unanimously.