

**Unitarian Universalist Church of Jackson  
Board Meeting  
Tuesday, September 15, 2020**

Attendance

Past President: Eric Saulters-Wood X  
President: Stacy Callender X  
President Elect: Vacant  
Treasurer: David Voisin X  
Secretary: David Morgan X  
Trustee: Patricia Ice X  
Trustee: Bob Keller X  
Quorum (4)

Justin McCreary, Minister

Agenda

1. Opening Reading and Chalice Lighting
2. Covenant
3. Check-In
4. Minutes
5. Treasurer Report
6. Minister Report
7. Ministry Teams, Advisory Councils, and Taskforces Reports
8. Annual Priorities
  - A. Internal & External Communications
  - B. Leadership Development: Appointments & Vacancies
  - C. Establish Process & Infrastructure: Revise Policies & Procedures
9. Annual Pledge Drive
10. Special Building Fund
11. Process Observer Report Out
12. Check Out
13. Extinguish the Chalice
14. Set Next Meeting

**Opening Reading and Chalice Lighting**

The chalice was lit at 6:35 p.m., beginning the meeting. Due to the current COVID-19 pandemic, members met using the Zoom video conferencing app.

**Minutes**

David Voisin motioned to approved the minutes of the August 18, 2020 board meeting as presented. Eric Wood seconded. All members approved.

**Treasurer Report**

David Voisin presented the Treasurer's report. While church is behind on income, it is also behind on expenses, though still in the red. He has contacted the church's insurance agent about revising the policy for the State St. property now it is rented. There's a brief discussion about the possibility of opening the West St. property up for rental. The board would first have to approve the opening and then the worship committee would need to come up with guidelines for safely conducting meetings. No decision was made.

## **Minister Report**

Justin McCreary's report was approved as written.

## **Ministry Teams, Advisory Councils, and Taskforces Reports**

David Morgan motions to accept all reports as presented. David Voisin seconded. All members approved.

## **Annual Priorities**

### **Internal & External Communications**

Bob Keller is putting together a master list of current UUCJ members and friends. David Morgan will compare Bob's list to the secretary's master list. The church has a Microsoft One Drive account for church documents. The board has used the Google drive for document storage. Stacy Callender covered how to sign in to the One Drive account.

The current plan is for the Welcoming Community committee to send out cards to members, but they first need correct addresses. Bob is working on database of member and friend information. He is integrating responses from the 2020 Time, Talent, and Treasure forms.

### **Leadership Development: Appointments & Vacancies**

Is the board using the Time, Talent, and Treasure form information in the best way for drafting members into leadership positions in the church. Why aren't people filling out the forms?

### **Establish Process & Infrastructure: Revise Policies & Procedures**

This was tabled for another meeting due to time.

## **Annual Pledge Drive**

The board will handle the pledge drive. Bob Keller will update the member list as pledges come in.

## **Special Building Fund**

Stacy Callender covered the proposed establishment of a special building improvement fund for development of the West St. property which would be funded by rent from the N. State property minus real estate agent fees and insurance, along with special fundraising drive for donations. The Rene Rosenfeld bank account could be used for this purpose. Stacy proposed the remaining \$1421 from the ordination fund be transferred to this new fund. David Voisin motioned to put entire amount towards the building fund. Eric Wood seconded. Patricia Ice introduces a motion to create the building fund. Eric seconded. She amended her motion to state that the fund be place in a separate bank account from the general church account. David V. suggests we wait until the fund has accrued an amount large enough to avoid bank account fees before opening the bank account. Patricia amends her motion once again to include that caveat. Eric again seconded. All approved. While most of the rent amount will go into the building fund, the renter's \$1000 security deposit will be kept in the general fund.

## **Extinguish the Chalice**

The chalice is extinguished at 8:17 pm. The next board meeting is scheduled for Tuesday, October 20, 2020.

**Unitarian Universalist Church of Jackson  
Special Board Meeting  
Sunday, September 27, 2020**

Attendance

Past President: Eric Saulters-Wood X  
President: Stacy Callender X  
President Elect: Vacant  
Treasurer: David Voisin X  
Secretary: David Morgan X  
Trustee: Patricia Ice X  
Trustee: Bob Keller X  
Quorum (4)

Agenda

1. Vote on whether or not to resume in-person services.
2. Approval of voter registration sign on church property

**Meeting Opening**

The meeting began at 10:30 am. Due to the current COVID-19 pandemic, members met using the Zoom video conferencing app.

**In-person Services**

The board discussed the resumption of in-person services. It was suggested that for the short term, services be held outside. The language was modified to make in-person gatherings a “special event” due to the unpredictability of both the weather and coronavirus.

The final wording of the proposal was “The Unitarian Universalist Church of Jackson will resume in-person services in accordance with federal, state, and city guidance beginning with outdoor meetings on an event-by-event basis.”

Patricia Ice motioned for a vote. Bob Keller seconded. A roll call vote was taken. Four members voted in favor, one opposed. The proposal to resume in-person meetings is approved.

**Resumption of Church Building Rental**

There was a brief discussion about whether and when to reopen the church building to rental. Issues brought up included the need for appropriate cleaning before and after rental events, a rental liability agreement, and what would constitute safe use during the pandemic. No decision was made.

**Display of Voter Registration Sign on Church Property**

The board discussed whether to approve displaying a sign encouraging people to register to vote on the church grounds. David Morgan motioned for a vote to approve the sign. Patricia Ice seconded. All approve.

**Meeting Closing**

The meeting ended at 10:58 am.