

Notes from Church Council Meeting September 22, 2023 10:00 a.m. via Zoom

Please make sure that all building doors are locked. There have been recent instances where it was found doors were not locked before the last person left.

- **Suggestion:** perhaps we should post signs on the doors as a reminder.

Finance Officer/Committee Report – Online giving project will be implemented in the next 3-6 months; giving statements will out in Oct; gift policy – if a committee or member wishes to solicit funds for any special project, that needs to be reviewed by Finance Committee and then approved by BOT; Kent and Sandy are to track in Breeze committee members; the budget and pledge process will be the same as last year, beginning in January;

- **Request** – Looking for new members for both the Finance Committee and the Pledge Team.
- **Heads Up!** – committee chairs will get an email asking them to provide to Sandy a list of current committee members
- **Suggestion:** Keep a history of what committee members served when– Richard will double check with Kent and Sandy.

CCL – Bylaws require that the BOT survey the congregation. This responsibility is delegated to CCL. There will be a new survey coming out in February. Hopefully 25 questions.

- **Request** – CCL would like to Committees to provide the questions they would like to see included that would help them do their work; Try to make questions quantifiable if possible. Deadline October 22. Send responses to Congregationallife@uusd.org from your @uusd.org email address.
- **Suggestion:** Send CC the questions from the visioning weekend.

Landscape – Memorial Garden in the front of the building: more plants going in Monday and a sign with room for 30 names to be memorialized; there is a form to use if someone wants to memorialize someone; fee is \$200 – funds will go into a restricted fund for memorials. Memorials are only for members and friends past and present.

25th Anniversary – Committee of 8; there will be events throughout the year; the focus will be on the stories we have experienced through the years with pictures to go with the stories; two events already planned: January 21, 2024 celebration (25th anniversary of UUSD's charter) and October 19, 2024 – Emma's Revolution concert.

Pastoral Care – There is an article in E-News about hurricane preparedness; recommendation to register with website to learn about evacuation zones, prepare for pets, etc..

Communications – shared leadership continues; Alice will be chair in October; continue to send requests to Communication Committee to communications@uusd.org.

Executive Team –

New Draft Retention Schedule

- GWS as a document storage platform
- In UUSD Documents shared drive in the policy and procedures section
- The new schedule indicates whether a document should be stored in the Committee's shared drive or in UUSD Documents
- **Heads Up!** – ET members will be reaching out to various committee chairs and board members to make 1) find documents that we don't currently have and 2) make sure that committees are aware of and understand the document storage needs

GWS Training

- So far only 12 people have signed up for the GWS training labs. Only those who complete the survey will be invited to attend the labs, since they are based on individual needs. If you or your committee members would like more training, please sign up for the lab.
- **Request** – We need a few internal people to help with the training labs. If you would be willing to help with the labs, please let us know.

Sandy's email address is admin@uussd.org. If you are still using the old email address of uusda1, please make that change. Sandy will be phasing out the use of that old email address.

Ellen Lytton has revised the Storage Space policy. Housed in UUSD Documents shared drive/ Policies and Procedures. As you can imagine, storage is scarce. We want to make sure that everything has a place and there is a place for everything. Please don't just randomly store things. Make sure you are aware of where your things need to be stored.

Please before you hang anything on the exterior or interior of the building, let ET or Sandy know what you plan to do. You may not be aware of other plans for the spaces.

Political campaigns – Please remember that we are a non-partisan organization and we never endorse or support a particular candidate. We will remove any campaign material that we find in or around the building.

If you have a new committee member without a UUSD email address, it is Committee Chair responsibility to let Sandy know.

Social & Environmental Justice – If you have any social justice related activities at UUSD that you would like to do, please let S&EJ know well in advance. There will be Peace Week activities. There is a new taskforce for reproductive justice. The reproductive justice event at UUSD was very successful.

Audio Visual – AV is now coordinated by Susan Goekler, under the Worship Committee. We now have paid people to run AV Sunday mornings but we don't have that support for other events. There are new AV procedures in place. If you are coordinating any event that requires AV, use the space request form so AV knows what the requirements are. If the event is

internally sponsored, there is no charge. If it's for some other purpose, there will be a charge (e.g. concerts). If you need training on the sound cart, let Susan know.

- **Request** – We need people to volunteer to be part of the AV team to support activities outside of Sunday morning. If a committee is planning an event, it would be ideal to have someone from that committee get training.

Covenant Group Council – We have 14 covenant groups; 6 affinity groups; all are doing well; there might be another covenant group created soon; covenant groups are a great way to get new people engaged.

Safer Congregation – We had a very successful AED and CPR training; we might have the training tailored more specific to UUSD and do it at least annually; we are looking into establishing an emergency response team (a safety response person); revising the Emergency Response procedure and will be posted in the building.

- **Request** – We need new members on the committee and volunteers for Emergency Response Team.
- **Suggestion** – Would like ET to work more closely with Safer Congregation Committee to avoid duplication of effort.

Membership – Honing the process of what it means to become a member and a friend. We have 214 members; 5 new this FY. Many sign the book shortly after the UU Tune Up Class, an indication of its success. The new member recognition will be December 3. Continuing to work with LDC on scheduling new member “happy hours.”

LDC – Working on how to get new members acclimated and engaged.

Worship – Held an in-person Worship Committee member meeting in August; minor tweaking of the process for worship services and Worship Associates responsibilities; continuing to seek diversity in the pulpit.

Fundraising – the trip to the Canadian Rockies was great – 18 UUSD people went; the craft fair is coming up in November.

UUSD Cares – no picnic this fall; spooky dinner on October 27; we will do Friendsgiving on Thanksgiving Day

Meeting adjourned at 11:55 a.m.

Next meeting: Nov. 17, 2023

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