

First Jefferson Unitarian Universalist Church
1959 Sandy Lane
Fort Worth, TX 76112

Board of Trustees - Regular meeting
February 21, 2016

Minutes

Board members present: Tasha Morris, Irene Forrester, Mary West, Charlotte Bailey, Roy Brake, Bill Maginnis, as well as Reverend Jennifer Innis and Michael Zepeda, ex-officio members.

Also present: Rev. Jennifer Innis, Julie Hevelone, and Mary Kirwin

The meeting was held at First Jefferson, in Jagers Parlor.

Meeting called to order at 1:36 p.m. by Tasha Morris.

Mary West stated that a quorum was present.

A brief check-in occurred.

The board reflected upon the board covenant.

Appointed Michael Zepeda as process observer and Roy Brake as timekeeper for this meeting.

The board developed an agenda by consensus for the remainder of the meeting.

Mary Kirwin and Julie Hevelone brought to the Board their concerns for Worship Arts. The need for assistance in planning and conducting worship services is greatly needed

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A review of the minutes from the January meeting occurred. A small change was made and Action Items were updated.

Mary Kirwin presented the Finance Report. A town hall meeting is needed to present the current state of the budget with the congregation, prior to the budget kick off. A motion was passed that the town hall meeting will occur March 6, 2016.

A short break ensued.

Tasha led the Board in the spiritual practice of gratitude.

Michael led the discussion on the Four Committee Model. Westside is considering implementing this same plan. Irene will set up a Church Council meeting and discuss with the heads of all the existing committees.

Tasha explained the church received a grant from NTUUC but the amount received is \$2,052 less than requested. A committee consisting of Irene, Mary, and Roy will look over the amount requested and determine where to make cuts to match the amount received.

Reverend Jennifer discussed chapter two of the How Your Church Family Works.

Irene explained the alarm system is outdated and the church may incur costs related to false alarms. Karl is actively looking for a new company. A motion was made to table the discussion until the next meeting when at least two more bids are received. The motion carried.

Irene discussed First Jefferson having an Art Fair. The church would charge booth rental and local artists receive exposure. A motion was made to allow the church to host the Art Fair. The motion carried.

Irene asked the Board about selling drinks at the drum circles each month. The motion passed allowing this.

Tasha informed the group that the annual budget drive begins March 20, 2016. The Board is asked to complete pledge cards early and determine how we can support the drive.

A brief check out occurred.

The chalice was extinguished and provided closing words said.

Meeting adjourned at 4:00 pm.

Agenda as created at Board meeting

Call to Order
Certification of quorum
Chalice lighting
Review of covenant
Appoint process observer & timekeeper
Check in
Worship Arts
Open forum for visitors
Acceptance of Minutes
Review of last month's action items
Financial Report and discussion
Spiritual practice
Four Committee Model
NTUUC Grant
Systems Theory, Chapter 2
Alarm System
Art Fair
Vendors at Drum Circle
Stewardship Support
Process observer comments
Closing words & extinguishing the chalice
Adjourn

Action items from January meeting:

Topic	Who	What	Due Date
Church Council Meeting	Irene	Set up a meeting with heads of all church committees	Next meeting
NTUUC Grant	Irene, Mary and Roy	Determine where to cut \$2,052 from amount needed to implement changes in worship	Next meeting
Alarm System	Bill	Assist Karl in getting bids for new system	Next meeting
Art Fair	Irene	Explore options for a fair	Next meeting
Vendors at Drumming Circle	Irene	Explore options for selling drinks at Drum Circle	Next meeting

Outstanding items from previous meetings:

	Topic	Who	What	Due Date
August	Safety	Roy	Contact Fire Department re: fire evacuation	Reassigned to Tasha
	Strat Plan	Jean	Convene Staffing taskforce, develop steps for strategic plan; research what healthy staffing levels look like	On hold
June	Finance	Tasha	Talk to Connie about Endowment Fund loan not showing bequest used for roof	Open
March	Safety	Irene, Roy, Rev. Jenn	discuss fire drill with RE council, Rev. Jenn & Roy to attend that meeting	On hold pending policy taskforce
	Safety	Tasha, Michael, Jean, Rev. Jenn	Draft safety plan to bring back to the board	In process – policy taskforce