

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

Board of Trustees - Regular meeting
January 17, 2016

Minutes

Board members present: Tasha Morris, Irene Forrester, Mary West, Charlotte Bailey, Roy Brake, Bill McGinnis, and Michael Zepeda

Also present: Rev. Jennifer Innis, Patrick Gutierrez, Lewis Morris, and Connie Nolen.

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

Meeting called to order at 1:30 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 Charlotte Bailey as process observer and Michael Zepeda as timekeeper for this meeting.

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

Lewis provided names for consideration for the Committee on Ministries. Reverend Innis will contact those named with information on meeting times as well as job descriptions.

Connie gave Board members an overview on church finances, reports, and procedures.

A brief break occurred.

Irene asked Board to approve \$150 to fund a dinner and childcare for Ryanwood Association's large meeting at the church on February 11, 2016. The motion passed and Tasha will inform the Finance Committee of the approval.

Irene lead a discussion on having all committees and their activities listed on one central calendar. This would be done on Potluck Sunday and the items transferred to the church's Google calendar by Karl. Irene will talk to all committees about this idea.

Tasha discussed the Four Committee Model. This idea limits the number of committees in church to: 1. Membership, 2. Worship, 3. Religious Education, and 4. Stewardship. Board was asked to begin thinking about this model. Will address again at next meeting.

Tasha lead a discussion on firearms at church. Does the church want to invest in signage stating no firearms allowed on grounds or stay the same? Tasha will contact the neighborhood safety office and request information to present to the church on options.

Irene lead a discussion on locking up church responsibilities. She was contacted by several people to come up to church to lock when activities ended. Outside groups are leaving without locking or setting alarms. This is happening much more in recent weeks. Motion was made to table until next month. Seconded.

A brief check out occurred.

The chalice was extinguished and provided closing words said.

Meeting adjourned at 4:12 pm.

Agenda as created at Board meeting

Call to Order
Certification of quorum
Chalice lighting
Review of covenant
Appoint process observer & timekeeper
Check in
Open forum for visitors
Acceptance of Minutes
Walkthrough of finance-related items
Acceptance of Finance Report
Review of last month's action items
Spiritual practice
Authorization of funds for Ryanwood luncheon
Calendaring and committees
Primer on 4 Committee Model
Firearms on church property
Happy Tomato update taken off agenda since they have now moved into their permanent space
Notice of upcoming discussion items
Board process/review decisions/action items
Process observer comments
Closing words & extinguishing the chalice
Adjourn

Action items from January meeting:

Topic	Who	What	Due Date
Ryanwood Luncheon	Tasha	Will inform Finance Committee on authorization of \$150 for luncheon	Next week
Calendar and Committees	Irene	Talk with committee chairs on idea for calendaring	Next meeting
Firearms on church property	Tasha	Contact neighborhood safety office for information to share with church	Next meeting
Contact COM nominee	Reverend Innis	Discuss meeting times and job description	Next meeting

Outstanding items from previous meetings:

	Topic	Who	What	Due Date
October	Minutes	Tasha	Write letter to accompany Mother Emmanuel collection	Reassigned to Sheryl @ Nov. meeting
	Grant	Jean	Coordinate with Roy, Patrick and Lewis on A/V equipment	In process
	Grant	Michael & Jean	Work on writing grant request	In process
	4 Comm.	Jean	Take discussion items to LDC for roll out of conversations	In process
September	Minutes	Michael	Write letter to accompany letter to Mother Emmanuel	Reassigned to Tasha @ October meeting
	Policy	Jean	Contact Robert Scarborough re: alcohol policy & Freedom Café	Pending
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
April	Church council	Tina	discuss recognition of volunteer hours output vs. mission output	Oh hold pending strategic planning
March	Dev. Ministry	Michael	Contact Keith Kron to learn more about developmental ministry and what our options are	On hold
	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