

OUUF BOARD MEETING MINUTES

SUNDAY, JUNE 25, 2023

Board Members present: Brian Berardo (BB), Rose Prestipino (RP), Greg Sensiba (GS), Peggy Toppenberg (PT), Elaine Webber (EW), Dianne Whitaker (DW), Phil Zenner (PZ)

Non-Board Members present: John Huffstetler (JH), Vivian Mulligan (VM), Harmony Rutter (HR)

1. CHALICE

Opening at 1:05pm. Brief check-in. RP asks us to reflect on our principles.

2. AGENDA

Vote to approve agenda for 6/25/23. Board approves agenda for 6/25/23.

3. SECRETARY'S REPORT

Vote to approve minutes from 5/21/23. Board approves minutes from 5/21/23.

4. FINANCE DIRECTOR'S REPORT (GREG SENSIBA & SERI MYLCHREEST)

- A. Ahead of budget right now, but historically summer is a slow down in donations. Sunday plate collections have been successful of late.
- B. Vanguard dividend addressed to Catharine Covert. Discussion of whether to keep the money or reinvest (keep). Question of where to put it (general fund).
- C. Board approves the finance director's report.

5. ADMIN'S REPORT (JOHN HUFFSTETLER)

- A. DW gave a history of staffing at OUUF. As time has progressed, tasks have become more complex. DW outlined a pattern of admin burnout.
- B. (At end of meeting) JH's amendment announced as not directed at any one person but rather to the entire Board. Amendment concerning the admin position requiring more time than advertised (15-20 hrs./week) read into the record. Discussion followed concerning the admin position and current admin responsibilities and behavior, especially referencing earlier conversation from BB on service requests.
- C. JH announced resignation effective when his 2nd child is born. Due date is late November, so ideally a replacement candidate would be trained by mid-November to account for potential early delivery.

7. COMMITTEE REPORTS

- A. Sunday Services (Bob Nuffer)
- B. Membership (Phil Zenner)
 - i. Noticing Facebook is being mentioned more on visitors forms
 - ii. Still getting visitors trickling in from Juan de Fuca Festival
 - iii. Will change Garrison Keillor party to a different topic due to realization of accusations raised against him in 2019
- C. Landscape (Lou Foldoe)
 - i. Weeds in parking lot. Board suggests we make peace with it.
- D. Hardscape (Brian Berardo)
 - i. We have a wonderful crater now 😊 DW and others commented on rocks being attractive. Other comments about the benefits of getting it done.
 - ii. Rainbow Sweepers, Inc. will be seal coating the driveway. Pending, but estimate is some point this summer.
- E. Children's RE (Julia Buggy)
 - i. Activities Coordinators hires
 - i. Beatriz Rutter (volunteer)
 - ii. Christina Parker
 - i. Requests recording services so that she can also view them. EW suggests assuring speakers these will be one time use only. They can also be password protected.
 - ii. HR also comments that there is a GS request for recording forums
- F. OUUF Care Team (Catharine Covert)
 - i. Care Team changes. Not undoing current partnerships, but for new tasks and new volunteers there will be a new model.
 - ii. From Cynthia:

After reflecting on our current OUUF Care Team model Catharine Covert and Cynthia Green are proposing a new structure similar to the Quimper UU Fellowship model, although we do not provide pastoral care counseling. In our new model rather than having Care Team members we would have two co-chairs, Catharine and Cynthia, who coordinate volunteers to provide support to OUUF friends and members by providing the following services as needed and available:

 - i. meals
 - ii. phone calls
 - iii. email check ins
 - iv. local transportation
 - v. short term pet care
 - vi. referrals for community resources
 - iii. Board approves co-chair reorganization.

G. Green Sanctuary 2030 (Brian Berardo)

- i. Next forum 7/2 at 12:20pm on plastics/recycling
- ii. GS forums recordings. BB suggests that speakers can record themselves with outside professionals. HR suggests it's simple for her and Dan Parrish and that they want to do it. Recordings from previous forums are saved on the church laptop. HR reiterates that we need speaker permissions, but she recommends a wide impact shared via YouTube. Roadblock concerning OUUF YouTube channel we do not currently have access to. **Board approves reaching out to former member Sandy Goodwick concerning OUUF YouTube account.**
- iii. Service requests. BB wants to keep people and issues separate. BB says we're experiencing a bottleneck. Things are not confirmed or completed. BB says one of the possible solutions is a system of service requests that provides visibility and accountability for what's happening where and when. VM asks what a service request is. BB clarifies it's a ticketing system. HR says there would still be a need for someone to sift through the tickets.

8. OLD BUSINESS

- A. Fence mending donations. Previously collected \$450. Unable to mend fence. Neighbors have said they don't want a meeting. RP says we already purchased shrubs ready to plant. If donors want the fund back, return it. Otherwise, it should go to landscape. **Board approves returning donations and if not accepted the money will be redirected to landscape.**

9. NEW BUSINESS

- A. GA reports from Elaine and John. New President elected Rev. Dr. Sofía Betancourt and Article II passed (Article II discussions will continue into next year).
- B. Nomination of new person for Nominating Committee. Cynthia Green as new co-chair of Care Team will have to leave Nominating Committee. DW suggests VM. **Board approves VM selection to the Nominating Committee.**
- C. Ingrid Henkel website services. Has more time now that her role in CRE has ended. Has asked to rent the CRE portable as an office for the summer. She would pay us a small facility use fee when using the portable for personal work. EW suggests Ingrid consult with Elinor to clarify the situation of working alone at the fellowship. RP thinks it's a win-win. VM suggests a \$1 user fee per month (donate at will). **Board approves Ingrid Henkel's use of the CRE portable as an office at \$1 a month.**
- D. Elinor Tennyson facilities maintenance services:
 - I. Septic

- II. Furnace and A/C
- III. Fire Department
- IV. Sprinkler system
- V. Others as they come up
- VI. Board approves Elinor Tennyson's taking over of facilities maintenance.

10. CHALICE

Move to adjourn the meeting. Meeting adjourned at 2:52pm.

Key:

Action items

Board approvals

OUFF Board Reports for meeting on 6/25/23*

Finance Reports

Separate document (see email from Admin)

Sunday Services

Prepared by Bob Nuffer 6/17

The committee met on 6/11/23. We discussed the balance of familiar songs and new, diverse music after a member requested that we sing more familiar songs. Harmony agreed to include at least one familiar song each service. She intentionally chooses songs to fit with the theme of the talk. On the last weekend of July, Harmony is unavailable to lead singing. That is our Sunday Brunch, and we will not need a song leader. On Sunday 6/18/23, we will honor our RE teachers during the story time. The next time that John is on vacation (August 6), Vivian will prepare Order of Service and Harmony will prepare slides.

Membership

Prepared by Phil Zenner 6/21

1. Looking at summer Friendship Garden events, including:
 - a. Weekly lunches and
 - b. A Senior-Senior octogenarian party
 2. Planning upcoming seasonal events, including:
 - a. An end-of-summer Craft/Bake/Housewares Market
 - b. An early fall party and pledge event
 - c. A late fall Garrison Keillor party
 - d. Possibly a 2024 kid's summer day camp
 - e. Additional events TBD
 3. Expanding our Facebook presence with more activity—pictures and postings—in response to more people having been introduced to us that way.
 4. Individually making sure that each new visitor that has filled out a visitor form feels welcome.
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CRE

Prepared by Julia Buggy

No report submitted

Landscape & Garden

Prepared by Lou Foldoe 6/19

I have researched the question: “How to keep weeds from appearing in the parking lot organically?” It seems there are no inexpensive, easy solutions. The organic method means are more expensive than the other means. I have tried vinegar with very little success. We have tried digging them out with very little success. We have tried weed whacking with very little success.

The veggie gardens are coming along. And many bags of veggies have been placed in the LFP by our great crew.

Hardscape

Prepared by Brian Berardo on 6/6

- Retention Pond is in! It’s taken a while, but we’re getting there.
- Rainbow Sweepers, Inc. has acknowledged our acceptance of their proposal to repair and sealcoat our driveway. They’ll be working out where to put us on their calendar and get back to us as soon as they know when that will be. It augers well that we should get it done sometime in the next couple of months.

Care Team

Prepared by Catharine Covert 6/19

April 11-May 16, 2023

Current Active Members: Catharine Covert (OUUF Care Team Coordinator), Cynthia Green, Ren Garypie, (Jane Erickson on pause), Dianne Whitaker

Support Partnerships:

- Partnership 1—supported by Ren Garypie, Jane Erickson, Cynthia Green
 - Services included weekly visits, rides to Sunday services, communicating with family
 - Transportation volunteers: Ken Nielsen, Penny Burdick, Michael Bucierka, Phil Zenner, and Cynthia Green
- Partnership 2—supported by Cynthia Green
 - Services included contacts i.e. visits, emails or texts, transportation to hospital/medical, coordination of services
- Partnership 3— supported by Bob Nuffer and Gayla Spratt-Nuffer

- Services included The Weekly and the sermon are mailed, cards from Cynthia, Bob Nuffer, family, phone calls and visits
- Partnership 4—supported by Catharine Covert, Cynthia Green, personal friends, family
 - Services included visits
- Partnership 5—supported by Dianne Whitaker
 - Services included visits, transportation

Additional Outreach by Cynthia Green:

- Mailed or handed out 10 handcrafted cards
 - Five emails for candles of joy and sorrow
 - Developed safety guidelines for vulnerable adults. This was developed because of a concern that popped up. It is an ounce of prevention.
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LFP

Prepared by Vicki Sensiba 6/16

FOOD

- Food usage continues to be generally heavy
- No unusual problems or trends
- Increased food prices are causing significantly larger expenditures for food
- In addition, Sequim Food Bank has been unable to offer us any support for many months

BUDGET

- Balance at the end of May was \$10,044.38
 - Donations v. Expenditures
 - We received donations totaling \$3,420.00. This includes a donation of \$750 from Clallam County Homeless Outreach (“Homeless Connect”), as part of closing out their operations.
 - Expenditures were \$2,456.48
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Green Sanctuary Team

Prepared by Emily Beals 6/13

Our next Forum will be July 2. The focus will be on Plastics in our Environment and Recycling. We will advertise through our usual radio, PDN, and notice to several

churches as well as Sunday slide announcements and newsletter posts that we will be starting the Forum about 10 minutes earlier, at approx. 12:20pm. Our services over the past few months have been ending slightly before or just at 12:00 PM. That start time gives us a 15-20 minute break for snacks and exit for those not staying for the Forum. That appears to be the optimum amount of time needed to make the transition.

After July, there will be two more Forums taking us through September. The GS Team will be meeting in the near future to discuss a proposal to be submitted to the Board that the 1st Sunday in October after the service, be a congregational conversation about:

- 1) A recap of the GS work that we have done as a congregation thus far
- 2) What is next in terms of our requirements for GS status and
- 3) A discussion as to whether or not, as a congregation, we want to continue our accreditation journey.

We anticipate sending the Board this proposal by the end of June.

Administrator Report

Prepared by John Huffstetler 6/23

- Posted CRE job descriptions in the following places:
 - Indeed.com
 - Work Source
 - Peninsula Moms group via Facebook
 - Prevention Works newsletter (July 3 edition)
- Attending UUA GA and taking notes
- Rescheduled chair cleaning for Monday, June 26 at 12pm
- New child expected end of November/early December 2023. WA state guarantees 12 weeks of paid family leave that is not required to be taken consecutively. I expect to take a couple of weeks immediately after birth and the remainder in the Spring of 2024. I will update you all as soon as I know more.

**Other Notes:*

- Endowment Committee does not submit separate report; may report under finance.
- Nominating Committee typically reports annually not monthly.

