



Minutes
Board of Trustees Meeting
August 24, 2021
4:00- 6:00 pm
Zoom only

ATTENDANCE & DISTRIBUTION

NAME	ROLE	EMAIL	ATTENDANCE
BOARD of TRUSTEES			
John Redemske	President	president@durangouu.org	Y
Vacant	Vice-President	vicepresident@durangouu.org	
Carolyn Miller	Secretary	secretary@durangouu.org	Y
Rachel Lasiewicz	Treasurer	treasurer@durangouu.org	Y
Jill Bystydzienski	Member-at-Large	mal2@durangouu.org	Y
Steve Govreau	Member-at-Large	mal1@durangouu.org	Y
Rev. Katie Kandarian-Morris	Minister	minister@durangouu.org	Y
GUESTS			
Nancy Fisher	Member		
Bonnie Miller	Worship Arts	yjmiller2@gmail.com	
Graham Smith	Covid Advisory Group	smigr001@gmail.com	
Bill Wallauer	Risk Management Chair	wrwallauer@gmail.com	
Tom Miller	Near Term Fellowship Space Task Force Chair	tommiller1945@gmail.com	
Sheryl Guy	Frolic Co-Chair	ptepete@hotmail.com	
Aline Schwob	Frolic Co-Chair	schwobaline@gmail.com	
John Schwob	Member		

MINUTES

	ITEM	DISCUSSION	ACTION	BY
1	MEETING CALL TO ORDER	Time: 4:00 pm		John R
1a	Opening words / Chalice lighting			Jill
1b	Reading Board Covenant			Steve
1c	Assign Process Observer			Rachel
1d	Board Check-in			
1e	Consent agenda	n/a		

2	Welcome of Public Attendees			
2a	Proposed topics discussion	n/a		
2b	Motion to add to Other Business	n/a		
3	Minister's Report		Pre-read 3 files	Rev. Katie
3a		<p>Rev. Katie recommended a daylong retreat for board members to consider our primary goals for the new Board during this time of Covid</p> <p>Board members: please review your personal calendars to schedule a retreat with Rev. Katie in Sept. or Oct., and respond by email ASAP.</p>	ACTION	Board
3b		<p>The Director of Faith Formation position is still open possibly because the pay is low for this job in this location. Currently, August is not the usual time in the yearly cycle for hiring religious educators. We currently have one teacher and the curriculum set up. Rev. Katie would like to hire a temporary person to manage communications for remote faith formation classes.</p> <p>Rev. Katie will communicate the status of the DFF position with the congregation.</p> <p>Rev. Katie reported there will be a gathering of members interested in religious education and faith formation to create a FF Team and plan family events.</p>	ACTION ACTION	Rev. Katie
3c		The Worship Arts Team and Staff requested a COVID Advisory Team be formed. To be discussed under Item 10.		
4	Treasurer's Report		Pre-read 3 files	Rachel
		Rachel summarized the highlights of the Treasurer's report, sharing that the Finance Committee has done a lot of work to simplify and clean up UUFD's financial records. The Budget vs. Actuals for Fiscal Year 2020/2021 are attached. The Treasurer's report answers several questions from the new Board at the July meeting.		
5	Covid Review		Pre-read	John R
5a	Policy	<p>John reported that we will likely have to adjust our Covid policy frequently as the Covid situation in our region becomes more acute. Our last Covid Policy update was on July 27, 2021 and needs revision after only a month.</p> <p>John will email a revised Covid policy to the Board in the next week. Please respond immediately so that a new policy can be approved by the Board.</p>	ACTION ACTION	John R Board
5b	Covid Advisory Group	A Covid Advisory Group of medically trained people led by Dr. Graham Smith and including Dr. Jim Brooke, was created to keep track of the rapidly changing Covid environment and make recommendations to the Board for policy changes. Such changes will immediately be communicated to the fellowship		

		<p>along with the reasons for the changes. The Covid Advisory Group will also be working to develop a table that would describe different levels or phases of Covid severity, what the basic metrics would be, and what kinds of activities would be allowed at UUFD for each level.</p> <p>The Covid Advisory Group will begin work on a chart containing Covid metrics for UUFD activities and facilities use.</p>	ACTION	Graham S.
5c	Group Discussion	<p>Discussion covered: recent UUA guidance, the complexity of the situation, eating at indoor church events, mask-wearing and mask quality, UUFD acting as a faith community, the need for metrics to address how many people can attend events in our facilities and under what regulations; metrics based on Covid statistics in our area, and sources of that data such as the San Juan Basin Health Department, the Colorado Department of Health and Environment, and Covid Act Now.</p> <p>Discussion participants: the Board, and members of the Risk Management Team, Worship Arts Team, Near Term Fellowship Space Task Force Chair, and Covid Advisory Group.</p> <p>All agreed these are difficult decisions and communication and clarity are vital. Concern was expressed for the unvaccinated which includes our children, immunocompromised people, and breakthrough infections of vaccinated people.</p>		
6	Frolic update			Sheryl G. Aline S.
		<p>Frolic event 2021 postponed event until September 30, 2022 in light of the recent Covid infection rates, and slow response to the Frolic. Please reserve this date on your calendars. It will be included in the E-announcements, and teams will be notified. The Frolic team will contact the 40 who have already purchased tickets of the availability of a refund or donation. Rachel will advise the Finance Committee.</p>		
7	Ventilation update			Bill W.
		<p>Three companies have surveyed the Sanctuary building. Estimates are expected soon. Bill W. is concerned about door security during services, and may buy more fans and close the doors. Mike Trefry and John Redemske, present and former Building and Grounds chairpersons, will be consulted..</p> <p>Send estimates to Board.</p> <p>Email to Board mask-wearing recommendation with data on effectiveness and a possible mask mandate at all church activities.</p>	<p>ACTION</p> <p>ACTION</p>	<p>Bill W.</p> <p>Bill W.</p>
8	LTFSITF			
8a	Long Term Fellowship Space Improvement Task Force	<p>Discussion: John reported that the task force will need 6 months to a year to plan improvements. Despite the pandemic, now is the time to think about our congregation in three to four years.</p>	Pre-read	John R

		Mary Hockett worked on the 2019 Facility Planning Task Force that came up with contiguous and non-contiguous designs. Report is due by May 2022.		
8b		<p>“Approve the Long-Term Fellowship Space Improvement Task Force charge”</p> <p>1st – Carolyn M 2nd – Jill B Motion passed</p>	MOTION	
8c		<p>“Appoint Mary Hockett as Chair of task force”</p> <p>1st – Steve G. 2nd – Rachel L. Motion passed</p>	MOTION	
9	Carpenter land sale update			
		Verbal offers for the property were received and there was a short verbal bidding war. No written offers received to date. (Ken and Lois Carpenter donated 16+ acres to UUFDF in December, 2019).		John R
10	Increased communication			
10a		On Sunday, August 22, John manned an easel with summary charts of BOT activity at last Board meeting, and topics for the next meeting.		John R
10b	Summary of Board activities	John thinks that summaries of Board activities in our E-announcements and Monthly Newsletter would garner more interest. He will include his phone number for questions.	ACTION	John R
10c	Active Listening Workshop for Board and Healthy congregation Committee	<p>Board and HCC will meet jointly for an active listening workshop with 100% participation from both BOT and HCC. Rev. Katie is unavailable but is extensively trained in this area.</p> <p>Sandhya Tillotson, Facilitating Trainer, Mon., 30 August, Thurs., 9 September, 5:30 to 7:30pm, Laurie Meininger's..</p> <p>“Board to spend \$500 from the budget of \$600 for the 2-day listening workshop fee. Total cost is \$1000 to be split with the Healthy Congregation Committee”.</p> <p>1st – Steve (via email) 2nd Jill Motion passed by email</p>	<p>ACTION</p> <p>MOTION</p>	Board
10d	UUFDF Vision statement	The new Mission statement completed by 20-21 Board. This year, the Board needs to write a UUFDF Vision Statement to define what UUFDF wants to be in 5 years. This will guide Board activity and ministerial activity over the next 5 years. UUFDF may need to create a new strategic plan as the last one covered 2017-2022. To be discussed at future Board meetings.	Pre-read	John R
11	Other Business			
		None proposed by guests		
12	Closing of Meeting			
12a	Process observation report	President kept board meeting on task but still welcomed input and discussion. Guests were not acknowledged. Very effective: author of pre-read documents summarizing the content. Suggestion for future: each committee present their		RL

		report as Bill W. did for Risk Management, followed by Board discussion.		
12b	Summary of Action Items	<p>Board members will schedule a retreat with Rev. Katie in September or October.</p> <p>John R. will communicate the status of the DFF position with the congregation.</p> <p>Rev. Katie will create a Faith Formation Team.</p> <p>John R will email an updated Covid Policy soon; please respond promptly.</p> <p>Graham S. and the Covid Advisory Group will begin work on a chart containing Covid metrics for UUFD activities and facilities use.</p> <p>Bill Wallauer will forward ventilation improvement estimates to the Board, as well as information on mask effectiveness.</p> <p>John R will summarize Board meeting for E-announcements and monthly newsletter.</p> <p>Board and HCC will meet jointly for a workshop on facilitation and active listening.</p>		Carolyn M
12c	Closing words / Extinguishing Chalice			JB
12d	Next Meetings	<p>Deep Chair: Tuesday, September 21, 2021, 4:00-5:00 pm</p> <p>Board meeting: Tuesday September 28, 2021, 4:00-6:00 pm</p>		
12e	Adjournment	Time: 6:04pm		
	Attachment	All pre-reads		CRM

Respectfully submitted by Carolyn R. Miller, Board of Trustees Secretary
Date approved by Board of Trustees of UUFD