

# **BUUF Board Meeting – Consent Agenda Reports**

**January 13, 2019**

Consent agenda reports are routine committee, board, and staff member reports that are grouped together in one package. These items generally do not require discussion or independent board action but are necessary for oversight and recordkeeping purposes. Any report contents that require further discussion or clarification will be added to the regular board meeting agenda and recorded in the board meeting minutes. Consent agenda items will be made available the same month as the board meeting is held. Board meeting minutes will lag behind one month because these are not official until approved at the following month's board meeting.

## **Welcoming Congregation Committee Report**

Submitted by Dave Sarra

The Welcoming Congregation Committee has planned this Sunday's WC service (January 13, 2019, with Mary Jo Schnell) with the help of a dozen or so other BUUFers. We will be meeting after Circle Talk this Sunday (Jan 13) to continue working on our efforts to renew our WC designation with the UUA.

## **Membership Committee Report** (See Meeting Minutes > 2019 Committee Meeting Reports)

Submitted by Joanne Krettek

## **Anniversary Celebration Planning Group Report** (See Meeting Minutes > 2019 Committee Meeting Reports)

Submitted by Joanne Krettek

## **Treasurer's Report**

Submitted by Harvey Johnson

- December 2018 Balance Sheet (See Meeting Minutes > Other 2019 Reports)
- December 2018 Profit & Loss Statement (See Meeting Minutes > Other 2019 Reports)

## **Minister's Report**

Submitted by Rev. Jim McConnell

- Officiated at 3 services in December. Did a little pastoral work.
- Of real interest is some suggestions about how to make our Worship services more worshipful from Joan Guilfoyle.
- I plan on initiating some of Joan's ideas along with some ideas that Lisa and Joanne have about incorporating kids into the services.

## **DRE Report** (See Meeting Minutes > Other 2019 Reports)

Submitted by Katharine Lion

## **Office Administrator Report**

Submitted by Joanne Krettek

### ***BUUF Announce***

- Created and distributed BUUF Announce weekly
- Included highlights from Lisa's bio/profile and will be including Rev. Jim's this week
- Incorporated the new 60-year anniversary logo
- Have been trying to include relevant community and UUA events and announcements
- Thank you for your submissions...president's letter, bios, announcements, etc.!
- This week I'll be publishing the board meeting minutes and all items under the consent agenda

### ***BUUF Events***

- Added new events each week to the BUUF website calendar
- Have created recurring events for board meetings, weekly rehearsals of the BUUF Musicians, regularly scheduled committee meetings, etc.
- Have been maintaining the internal Google calendar for BUUF, updating it regularly with Jim's sermon topics, the musician/pianist name, the songs planned by the BUUF Musicians, etc. Thank you Katharine for adding the RE teacher name and topic each week! Thank you Lisa for adding some upcoming events like the State of the Fellowship meeting and anniversary dinner!
- Added events, links and articles to our two Facebook accounts – created some images we could post in multiple places, like a "Save the Date!" for our anniversary dinner and a monthly Potluck Sunday reminder
- Featured non-religious events on the St. Joe Today website, like Mary Jo Schnell's presentation and the Environmental Justice Films
- Emailed HP Church Notes for Ms. Schnell's presentation
- Asked St. Joseph Sangha to post our mindfulness series on its Facebook page

### ***Website Updates***

- Updated newsletter link on website weekly
- Updated link to Small Group Ministry readings
- Added weekly posts to the front page of the website
- Added board and committee meeting minutes to the website and included links in the BUUF Announce
- Replaced BUUF logo with the new 60<sup>th</sup> anniversary version; updated some of the content / formatting on the front page
- Revised the RE / Adult Faith Development pages per Katharine's request
- Will be looking at other possible website updates along with the Membership Committee

### ***Voting Membership***

- Emailed all members the entire Members & Friends Directory in early January

### ***Order of Service Bulletins***

- Formatted the OOS weekly and added upcoming events and green tip
- Printed weekly

### ***Miscellaneous***

- Reformatted and updated the 2019 Services Schedule through the end of February, with input from Harvey, Jim and Nan (posted to Dropbox)
- Created minutes from our Anniversary Celebration Planning Meeting and Membership Committee Meeting, shared these as part of the consent agenda
- Helped SFAA readers by creating a PowerPoint slideshow of the pages from their book, so the entire congregation can follow along when the story is read
- Served as projectionist for two or three Sundays during the month
- Took down the fall altar decorations, replaced the fabric cover
- Printed movie posters for Harvey
- Adjusted the thermostat weekly
- Responded to miscellaneous information requests from the board and BUUF members
- Have been posting pictures and commentary from our services to our Facebook pages (photos including children are only posted to the closed Facebook group)
- Have been taking notes on the “Joys & Sorrows” shared at each service and adding these to the BUUF Announce – will include a photo or two in the BUUF Announce if it does not include children (for privacy and security reasons)