

BUUF Board Meeting – Consent Agenda Reports

February 10, 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.

Anniversary Celebration Planning Meeting – February 3, 2019

Attending: Jim and Lisa Fuller, Joan, June, Nan, Linda, Katharine, Nico, Gloria, Charles, Harvey, Joanne, Dave.

A photo of Lisa, Gloria, Katharine, and Dave was taken to be used for a press release in the HP.

Dave was reminded to find the lyrics to *Evolution*, a song presented by Luther Buchele.

Katharine was selected to work on the décor for our 60th celebration.

Otherwise, most of the time spent during this meeting focused on refining Charles' power-point presentation. Dave suggested two power-points as a future project – one as a brief introduction to BUUF and one as a lengthy historical document (the one in progress). We focused on Charles' current power-point for our celebration. We wanted to add additional "slides" in an attempt to cover everything "BUUF," and identify BUUFers in the photographs (and add a picture of the Whitlows) and thank Marilyn Klawiter for the fabric ritual. The following is a list of the additions we thought of during the meeting:

- Fuller Fellowship Hall renovations
- BUUF musicians
- Earth-based services
- Peace Garden
- Welcoming Congregation recertification (photo of Charles and Dorothy)
- Cabaret (at least mention first year)
- Soup Kitchen
- Bookkeeper (photo of Dorothy)

We also considered compiling a list of past Board Presidents and Annual Budgets.

Respectfully Submitted,
Dave Sarra

Safe Congregation Committee Report – February 5, 2019

Submitted by Katharine Lion

Committee members invited.

Outline of Goals created.

Webinar: Safe Congregations, where to begin by MidAmerica Region UUA registered & scheduled with committee members. Will watch collectively at BUUF on projector screen.

President's Report

Submitted by Lisa Fuller

Note: Harvey, Beth and I are reading Dan Hotchkiss's Governance and Ministry. In the book Hotchkiss recommends consent agenda reports focus on how (BUUFs) mission is being advanced, vs an itemized list of activities. With that in mind, this month I am submitting a 'mission driven' report.

Welcoming & Caring (Fellowship)

- 60th Anniversary planning—Invited Lisa Quinlan to create original artwork for 60th celebration invitation; no progress on historical document sorting, guest list, menu, caterer, nametags (permanent & dinner only), pilgrimage, distribution of news release to local media and area UU churches.
- Membership—Invited Lisa Quinlan to author new visitor welcome letters
- RE—met with Katharine to discuss children's RE program, adult faith development ideas
- Music program—issued Letter from the President about enhancing music program and funding options; still need to issue invitation to BUUFers to become Chalice Lighters for the region (which will support our denomination AND give preference to our CL grant application). CL grant is due 2/15/19. I have pulled together information but haven't started writing the grant yet. Ugh.

Governance

- 2019 Canvass
 - Attended Last Minute Pledge Campaign webinar and later invited board, leaders and several members to assist with 2019 Canvass
 - Soul Matters—purchased resource packet for Stewardship messages
 - 2019 Canvass dates will be Sunday April 21 – Saturday May 18
 - Budget Dialogue congregational meeting set for Sunday Mar 3, 1-2:30pm
- Board changes
 - Contacted Nominating Committee in December to make them aware of the pending change regarding Board officers and invite them to collaborate with the Board on the nominations. Terms ending are myself, Katharine, and Dave. Beth and Harvey continue. Beth and I are reviewing the Bylaws to determine if changing from Board appointed officers to elected officers requires a congregational vote and Bylaw revision.
 - In February met with Harvey and Beth to discuss Governance and Ministry book.
 - We propose to the Board that me, Beth, David La Fleur and Jim Fuller be designated as Governance Task Force charged with creating a Board Policy Book based on the template presented in G & M book.
- Vision Statement
 - My proposal: "Exploring diversity of thought; working for the greater good."
 - Current mission statement-- "For every person searching for spiritual meaning, BUUF provides a welcoming and caring religious community, dedicated to diversity of thought, environmental and social justice, and peace for all."

- State of the Fellowship 2018-2019
 - Presented review of 5 year plan
 - Indicated where new goals might be considered
 - Invited small group discussion regarding how BUUF is and could be serving aspects of its mission: Fellowship, Social & Environment Justice, Diversity of Thought, Peace for all
 - Themes from discussion were:
 - Fellowship—programs, supporting each other, RE, membership, getting out the UU word, honoring our past
 - Diversity of thought—politics, religion
 - Social & Environmental justice—caution re overreach, knitting group, local partnerships/speakers, better promotion
 - Peace for all—learn about local s/e justice groups, self-promotion

Treasurer's Report

Submitted by Harvey Johnson

- January 2019 Balance Sheet (See Meeting Minutes > Other 2019 Reports)
- January 2019 Income & Expense Statement (See Meeting Minutes > Other 2019 Reports)

Minister's Report

Submitted by Rev. Jim McConnell

- Officiated at 3 services in January:
 - January 06: Bring a Friend to Fellowship Sunday
 - January 20th: MLK Sunday, "Hate Cannot Drive Out Hate"
 - January 27th: Random Acts of Kindness Sunday, Kindness as a spiritual discipline that helps one be fed by the Transcending Mystery
- General pastoral work of the parish

DRE Report

Submitted by Katharine Lion

Children's RE

January 6th - Rachel led RE, 4 kids of members attended. Decomposition & how it relates to the cycles of life in the "Lifecycles" lesson. They explored a rotting log & the Buuf kitchen compost bin. Talked about why people compost & what to put in them.

January 13th - Rachel led RE again due to a miscommunication with the order of service emails. Tina has agreed to do it twice in February. The kids learned about the life cycle of plants in a lesson, "Life Giving Plants" & planted their own marigolds to take home.

January 20th - Lisa led RE, 7 kids of members attended & Daphne assisted. They got jobs for the session, lit the chalice, went over covenant & played a fun, raucous name game. Discussed the SFAA, White Socks Only, & our UU principles. Introduced "Creativity in Nature" & the cool Bowerbirds. Beth to continue this lesson on 27th. *Lisa suggested to me & other teachers that we regularly discuss the SFAA and how they relate to our UU principles.*

January 27th - Beth led RE, there were 6 kids with either 1 or 2 in the nursery. The kids continued the "Creativity in Nature" lesson, creating Bowerbird nests.

Adult RE

January 10th - Buuf Brunch & Small Group Ministry. 10 attended. The topic was Faith, Belief & God? It was interesting to hear everyone's spiritual worldview, the transformational times that prompted these views, if UU's have faith, what that looks like & if God should be a noun.

January 19th - Joan Guilfoyle & I drove out to Buuf at 9 to set up for the mindfulness workshop but found the roads to be somewhat difficult & the parking lot unplowed. We decided to err on the safe side & canceled the event, rescheduling it for February 16th.

January 23rd - Beth LaFleur hosted the Creative Conversations with the topic of Creative New Year's Resolutions. 5 attended. We watched two ted talks on ideas for self-improvement, talked about our own resolutions or conscious decision to abstain, and the talk evolved into parenting. We co-shared the cost of hiring Daphne to watch the kids & that was successful.

Time Spent

Correspondence: emails & on RE teacher messenger chat
Meeting with Joan, planning the mindfulness workshop
Writing the Announce blurbs for Brunch, M.workshop, & CC
December & January DRE Report
Preparing Small Group Ministry for January & partially for February
Meeting with Lisa, looking ahead for children's RE & sustainability of CC
Board Meeting & Sunday Services
Created poster for Mindfulness Workshop
Researched creating children's chapel & RE curricula (current one is nearly over)
Scheduling RE committee meeting
Thinking about summer camp, read article from UUA magazine-took notes
Shopped for supplies: mindfulness workshop & crazy sock day
Planning for crazy sock day
Update Buuf calendar
Reviewing files, talking to parents & correspondence w/ Joanne regarding photo permissions
Research service projects for children's RE
Research new workshop ideas for Mindfulness series

Office Administrator Report – February 9, 2019

Submitted by Joanne Krettek

BUUF Announce

- Created and distributed BUUF Announce weekly
- Included profiles of different BUUF members each week – Jim M., Katharine, Harvey (upcoming profiles include Dave's, Beth's and Jim Fuller's)
- Actively promoted our anniversary celebration dinner and publicized dates for our special anniversary services.
- Included links to the December board meeting minutes, January committee meeting minutes and all items under the January consent agenda. These items are hosted on our website under "[Meeting Minutes](#)."
- In the upcoming BUUF Announce, I'll be including Diane Gibbons' letter to the fellowship suggesting vegetarian Potluck Sundays and a link for members/friends to use if they do not want their photos included on the BUUF Facebook page, BUUF website or BUUF Announce.

BUUF Events

- Added new events each week to the BUUF website calendar
- Maintained 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.

Website Updates

- Combined as many consent agenda reports as possible into a single PDF file. Pulling together all the consent agenda reports was a lot harder than I thought it would be. The reports are in such a wide array of formats...Word, PDF, Excel, email. Some are in portrait mode and some are in landscape mode. I tried putting the ones I could into a single Word document and then set up links to the other reports. However, when I saved the document as a PDF (so I could upload it to our website) it erased the links. This was at least a half day's worth of work and it still didn't achieve the results we were looking for ☹️. *Going forward, I recommend either we don't attempt to upload the consent agenda reports OR everyone uses a standard Word template for their reports so they are easy to copy and paste into a single document (except, of course, for the financials which are created in Excel).*
- Updated newsletter link on website weekly
- Updated link to Small Group Ministry readings
- Added weekly posts to the front page of the website

Voting Membership

- Updated and uploaded the BUUF directory as needed
- We are missing physical addresses for some folks, like Tina Eberly, Jeff Green, Rachel Reed & Jaryn Ruggles, Betty Adams, Gordy Dill, Kim Myers and Brian Kemp. Would be especially good to have these addresses for sending out invitations to the Anniversary Dinner. *Please provide these missing member/friend addresses if you have them; otherwise, I will attempt to contact these individuals for this information.*

Order of Service Bulletins

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

Miscellaneous

- Engaged in numerous activities related to planning and preparing for our anniversary celebrations
- Adjusted the thermostat weekly – sorry, I did miss a couple of events accidentally
- Responded to miscellaneous information requests from the board and BUUF members
- Have been posting pictures and commentary from our services to our Facebook pages
- Have been taking notes on the "Joys & Sorrows" shared at each service and adding these to the BUUF Announce
- Attended BUUF video brainstorming session