

# Minutes of UUFSD Board Meeting

September 1, 2021 7:00 - 8:45 PM

Zoom

## Present:

Liora Kian-Gutierrez, *President*  
Brenda Post, *Vice-President*  
Sarah Miller, *Treasurer*  
Angie Knappenberger  
Scott Elliott  
Duane Fowler  
Louise Lin Garrett

## Also Present:

Jan Berlin, *Secretary*  
Matthew Turner

## Absent:

Rev. Jo Green, *Advisory non-voting member*

## Lighting of Chalice and Chalice Reading. Recitation of Board Covenant.

## APPROVAL OF REPORTS

Approval of Board Meeting Minutes from August 18, 2021

**DECISION: All Agreed**

## NEW AGENDA ITEMS

**Rev. Jo Green's Installation and Eli Snider's Ordination.** Discussed how to communicate dates and issue invitations from the Board for Rev. Jo Green's Installation and Eli Snider's Ordination. Decisions were made and communicated to Tracey Weiss.

**Committee, Staff & Financial Reports.** It was decided that committee, staff, and financial reports will be due five days before the 3rd Wednesday Board meeting. This gives everyone time to write them after the end of the previous month and the Board members time to read the reports before the meeting.

**ACTION: Committee liaisons communicate this to their respective committees.**

**Funding for Rev Jo's installation.** Nothing required as Sarah confirmed we already have the funds to pay for the installation.

**Memorial service for Ben Platnik amidst COVID concerns.** Proposed to offer the family two options. First option is to ask if they would postpone the service until the Fellowship is opened

for groups again. Second option is to have a small family gathering outdoors in the amphitheater and all others attend via Zoom.

**ACTION:** Liora will reach out to Tracey to offer those options to the Platnik family

**Member Concerns.** Discussion of how to share information with the congregation. Agreed to initiate a monthly letter from the Board to improve communication and transparency. Agreed to start this month with a letter about the Board's progress on items and concerns. Decided that the Young Adult committee is to be contacted to follow up on their letter to the Board.

**ACTION:** Brenda contact the Young Adults

**ACTION:** Sarah, Angie, and Brenda draft September Letter From the Board.

**COVID Protocols.** The UUA currently recommends that all staff be vaccinated. Proof of vaccination should be included in the personnel files.

**ACTION:** Agreed to hold off on this decision until our next meeting

**Retreat Follow-Up.**

**ACTION:** Agreed to review Affinity Diagram themes and action items at our next meeting.

## **BOARD MEETING ENDED 8:45 PM**

Next Board Meeting: Wednesday, September 15, 2021 via zoom

Notes taken by Secretary Jan Berlin

Minutes prepared by Louise Lin Garrett