

Minutes of UUFSD Board Meeting

October 20, 2021 7:00 - 9:30 PM

Zoom

Present:

Liora Kian-Gutierrez, *President*

Brenda Post, *Vice-President*

Sarah Miller, *Treasurer*

Louise Lin Garrett

Angie Knappenberger

Scott Elliott

Also Present:

Cathy Leach-Phillips

Ron Demuth

Chris Butler

Steve Bartram

Absent:

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

Jan Berlin, *Secretary*

Lighting of Chalice & Chalice Reading

Recitation of Board Covenant and Covenant of Right Relations

APPROVAL OF REPORTS

Approval of Board Meeting Minutes from October 6, 2021

DECISION: All Agreed

Approval of Committee, Staff and Treasurer's Reports for October 2021

Affirmed that the deadline to submit all reports is three days before the third Wednesday of the month. This will give Board Members time to review the reports before the meeting.

DECISION: Agreed to postpone approval of these reports until our next meeting on 11/3/21

NEW AGENDA ITEMS

PRESENTATION ON NONPROFIT SECURITY GRANT PROGRAM (NSGP)

The Purpose of the NSGP is to enhance community resilience, improve the ability of nonprofits and others to protect against, respond to, and recover from natural disasters and terrorist attacks. In June of 2020, UUFSD received notice that our NSGP grant application had been approved in the amount of \$100,000. Due to Covid, we were not able to get contractors on site and so were not able to get bids per the grant's requirements, so no work was done. No extensions are being granted. We have until 12/30/2021 to commit to spending whatever we will spend, complete the work by May 15, 2022, and complete our paperwork by the end of May 2022. Relevant documents are appended to this record.

Summary of Presentation by Ron Demuth:

The UUFSD 2019 grant was catalyzed by Alana Schuller. Proposal by Demuth; assisted by Chris Butler, Tracey Weiss, Sarah Miller, SD LECC, Shani Woody (Sandy Hill), and others.

Material and labor costs are now 20-50% higher than pre-pandemic, therefore original budgets may be inadequate.

Grant funds advance drawdown opportunity ends December 31, 2022, but reimbursements for expended funds continue through early May 2022. All projects must be completed by approximately May 15, 2022 to allow grant closeout. All project completion documentation and final grant accounting required by May 31, 2022

Chris Faller and Dreambuilders consensus is no new permits are required for this work scope. Multiple bids are required for each procurement and contract. Bid and contractor turnaround time have slowed significantly post-pandemic. I believe we can likely complete all except #1 (ballistic window film). I recommend we put good-faith efforts toward completion. I am able to advise on grant administration and process, but have very limited time to meet contractors, plan up work et cetera.

GRANT FUNDED PROJECTS:

1. Ballistic Window Film: \$32,130
Founders Hall, Library, Business Office, Sandy Hill Office, Classrooms
2. Bollards: \$4,900
Lower and Upper Parking Lot-Campus transitions
3. Electronic Door Entry Devices: \$4,000
Founders Hall, Palmer Library, Business Office, Sandy Hill Office
4. Blast-Resistant Receptacles:
Two Amphitheater, two Social Plaza, one Business Office
5. Solar-Powered Security Kiosks: \$29,000.
Amphitheater, between Founder's Hall and Business Office, Parking Lot @ stairs
6. Solar-Powered Pathways Motion Lights: \$4,500
Nine @ existing paths, @t Sandy Hill Office, Business Office, Founders Hall, Amphitheater
7. Solar-Powered Wireless Motion Cameras: \$6,000
One each @ Founders Hall, Business Office; 2 @ Amphitheater; 1 @ 4 classrooms/adjoining slopes
8. Incident Response Training & Rehearsal: \$5,000

PROPOSAL: move forward with Ron Demuth's recommendation to put good-faith efforts toward completion all except #1 ballistic window film.

DECISION: All agreed.

BOARD GOALS

The affinity diagram developed by the Board after the congregational meetings in June has been distilled by Brenda Post into four Board Goals for FY2021-2022.

The following final version affirmed via email 10/28/2021:

1. Ensure the financial well-being of our congregation by creating a sustainable, realistic, balanced budget for 2022-23, educate members about our financial situation, and improve the budget process by adopting a membership review of the draft budget before the congregational meeting. Sponsor: Sarah
 - a. Offer education sessions regarding our financials
 - b. Share year-to-date financial information on a quarterly basis
 - c. Amend budget/finance P&Ps to clarify when and how member input into the creation of the budget is welcome; clarify the budget approval process
 - d. Implement new process to Include transparency and encourage member input into budget creation prior to finalizing proposed budget
 - e. Work to create a sustainable, balanced budget for FY 2022-23
2. Re-new our community by implementing Dialogue Meetings with members by early December 2021. Sponsor: Brenda Support: Angie
 - a. Share Board of Directors goals and what the Board of Directors is working on
 - b. Ask members to weigh in on what's working and what could be improved to re-new community and create focus at UUFSD at this inflection point in our congregational life (COVID-19, new settled minister, congregational conflict, etc.)
 - c. Share summary of themes during January 2022 Congregational Meeting
3. Establish a task force to define the current and future vision and scope for the Religious Education program at UUFSD. Sponsor: Liora Support: Scott
 - a. Task Force to comprise a diverse make-up of representation from UUA regional leadership, RE Staff, RE Committee, Finance Committee, Membership Committee, UUFSD board member(s), young adult members, parent members of RE participants (past and/or present), and more.
 - b. Create and propose innovative methods to support funding for the RE program both short- and long-term
 - c. Complete work by March 2022 with adequate time for incorporation into 2022-23 budget
4. Ensure safety and quality of worship services. Sponsor: Angie Support:
 - a. Monitor COVID-19 impacts; create P&P for Infectious Disease Protocol; communicate policy and changes to policy for Sunday Worship Service and on-site gatherings based on UUA guidance and COVID Act Now database.
 - b. Continue to offer the option to attend services virtually. Work with Worship Committee and staff to ensure ability to deliver quality services both in-person and through Zoom simultaneously

BOARD ACTIONS COMPLETED VIA GOOGLE POLL

Approval of Sand Mandala at UUFSD: Christie Turner is asking us to approve allowing UUFSD to host the following event on December 1-5, 2021: Seven monks set up a table in the hall and over five days construct an intricate sand painting. On Sunday there is a dissolution ceremony in the hall after which the sand is put into the ocean. On Saturday, we have Family Day which allows kids to make their own mandalas, hear stories, and do other arts and crafts. They also sell Tibetan paintings, jewelry, etc. During the week visitors can come at any time to watch the mandala be constructed. Of course we will observe whatever Covid protocols are in place at that time. Tracy says the site is available for those dates. Stewardship has signed off on this. Christie will be the point person. Irv volunteered to help with the publicity. Our meditation groups will also be helping by bringing lunch for the monks during the day, etc. The monks also conduct healings by appointment during the mandala construction. Rich Macdonald and Jill Ballard said that the Sacred Arts of Tibet sand mandala was approved by Stewardship.

DECISION: All Agreed

Approval of Proposal to Initiate a Vegetable Garden at UUFSD: The Board resolves to set up a vegetable garden on UUFSD premises to grow local produce to be donated to local nonprofits. Members and other volunteers are encouraged to participate in tending and harvesting the garden and donating the harvest, all under the aegis of the Social Action Committee or its designee.

DECISION: All Agreed

FUTURE BUSINESS

1. Mark Tuller regarding Endowment Fund/ planned giving (15 min.)
2. Budget presentation by Sarah
3. Other topics by Treasurer: safe deposit box, new signers on checking account, committee transitions?
4. Update by Rev. Jo re DRE - request numbers week by week in monthly report
5. Refer congregants to Committee on Worship or Ministry regarding services/sermons
6. True Colors workshop for person meeting
7. The committee's recommended minimum pledge for FY 2022-2023 is \$40/m (\$480/yr). They also recommend that the minimum pledge be reevaluated on an annual basis in advance of the pledge drive.*

BOARD MEETING ENDED 9:24 PM

Next Board Meeting: Wednesday, November 3, 2021 in Palmer Library

Notes taken by Liora Kian-Gutierrez

Minutes prepared by Louise Lin Garrett

APPENDED TO THIS OFFICIAL RECORD

Monthly Committee Reports, Minister's Report, DRE's Report, and Administrator's Report

COMMITTEE REPORTS - October 2021

Buildings and Grounds (Louise)

Review from Ed October 2021

Michael Scott & I were at the site on Tuesday. We performed the following:

- cleared the leaves & debris from the amphitheater
- Michael adjusted the sprinklers on the amphitheater hill
- I added a few shelves in the book closet since we are running out of storage areas

I will be on site Tuesday the 19th, 9am, to continue our task list:

1. Remove brush that is blocking path lights
2. Remove the leaves from the Core area shade cover
3. Remove the leaves from the kitchen building rain gutters
4. Plant succulents on the Amphitheater hill
5. Trace and identify the phone lines in the water heater closet
6. Clean the Amphitheater & general site clean up .

Item 5 is particularly important because the Fellowship is presently not in compliance with the Fire Marshal because of the faulty phone lines. The Fire Alarm panel is supposed to have one dedicated line and one shared line – the shared line is not working. Neil Lynch is planning to do some preliminary diagnosis to help isolate the rat's nest of wiring in the water heater closet. I will keep you posted on our progress

Betsy has been on site numerous times helping out too.

Communications - (Liora)

New member on committee: Lois Dorn.

Issues discussed at the last meeting (October).

1. Website:

There is a need for an update on some pages.

Recommended action: Review each page and identify items that need updating.

Team member/s responsible: Richard & Irv

Deadline: Within the next 30 days

2. Contact Sophia Chaffee

Sophia assisted Richard in preparing some media information.

Recommended action: Contact Sophia to see if she is interested in helping the committee

Team member/s responsible: Richard

Deadline: Within the next 30 days

3. Yelp page

Advertise in the "Liberal Churches in San Diego" Yelp page.

Recommended action: Prepare text for a Yelp page

Team member/s responsible: Lois will take the lead with input from all members of the committee as needed

Deadline: Within the next 30 days

4. Working with Membership

Recommended action: Prepare a flyer for the Membership orientations with information on UUFSD Nextdoor, the new Climate Action info page etc.

Team member/s responsible: Richard, Irv and Tracey

Deadline: Within the next 30 days

5. Personalize the Quarterly Magazine

Recommended action: Devote a page or two of each quarterly magazine to personal histories of UUFSD members who contribute to the workings of the fellowship.

Team member/s responsible: Irv and Lois

Deadline: December 15, 2021

6. Community Publicity

Recommended action: Update our community communication resource list. Use the Tibetan Monk's Mandala creation, Dec 5-10, as the first community outreach (unless other activities preceded it, like the community garden for food scarcity).

Team member/s responsible: Richard and Lois

Finance (Sarah)

Per John Sherman, Chair of FC:

Thus far this fiscal year, the FC has recommended the following:

1. The committee's recommended minimum pledge for FY 2022-2023 is \$40/m (\$480/yr). They also recommend that the minimum pledge be reevaluated on an annual basis in advance of the pledge drive.*
2. Divide the unassigned reserve fund as follows:
 - a. \$10,000 into operations reserve
 - b. \$3,000 to the minister's sabbatical fund
 - c. Balance to go into repair and replacement reserve
3. To ensure the adequacy of the Fellowship's insurance coverage for the Black Girls who Garden, we requested the help of Mark Tuller, former Chief Counsel for Verizon, and former Chair of the Finance Committee, who has provided a detailed analysis to our Treasurer and me. Bottom line, Mark believes we can do this, if we follow his suggestions.

* Note from Sarah Miller : Having recently attended a UUA "Stewardship for Us" monthly meeting, I have learned that almost no UU congregations have minimum pledges. Many of those that did, now don't.

Kitchen (Louise)

The Kitchen is not open for food until the Board gives the approval. I am out of town and asked that no food or coffee be served until I return in November. The set up crew can make coffee and set out creamer and sweeteners of sorts, but must put away empty coffee pots. I did not authorize anyone to take care of the Kitchen in my absence because of the COVID restrictions.

Some one has removed two of the two Red tubs that are used for the sanitary cleaning of dishes. I will need to replace them when I return.

A sign is going to be posted that all food will be removed that is not labeled and stored properly from the Refrigerator each week. No open food should be stored in the refrigerator as this can create salmonella poisoning.

Betsy has given me several names of people who might be interested in helping in the Kitchen. But a Kitchen volunteer drive is necessary

for help.

Wenda and Ruth washed all the linens as water had leaked into the drawers and all the linens had mildewed. This was cleaned up.

When the COVID restrictions are lifted and food can be served, I would like to bring back the Sunday Lunches with each Committee helping and receiving part of the donations.

Since there is a budget for the Kitchen I may not ask for donations in the future as no one is really donating. The main people to donate are visitors. I also will have to restrict the kinds and amounts of food served because we went over the budget in the past.

Leadership Development (Brenda)

Chair: Christie Turner Committee: Tom Packard, Callen Hyland

Committee is on hiatus & has not met since spring. See no reason to do another leadership Brunch event this fall as there are no new people to go through the program according to Christie. Everyone who might attend has already attended. Purpose of the committee is to get volunteers for committees and more.

Music - (Brenda)

Chair: None yet Committee: Marshall Voit, Alisa Guralnick, Cathy Leach-Phillips, Jan Berlin

For now, Choir will meet/rehearse Sundays after service from 11:30 - 1:00. Choir will lead music for services once a month on the following Sundays: Nov. 7, Dec. 5, Dec. 19 (Music Sunday), Jan. 9, and Feb. 6.

Questions from Music Committee to the Board:

Can choir rehearse indoors on Thursday nights?

Joe Cantrell has asked for a raise. He is making less than half what he makes for his other clients. Marshall does not perceive this as a threat that he will leave, just that he is asking. There is also no back-up for Joe. If he is ever unable to attend, there would be no-one to set up the A/V system let alone run a concurrent Zoom meeting. This is a significant point of risk for Sunday Services.

Christmas Eve Services - planning for two services at 5:00 and 7:00. Want to be indoors based on anticipation of cold weather. How are we handling indoor services? If we are indoors can the choir sing? Can the congregation sing? Need a Board decision soon.

Continuing to work on Policy & Procedure documents to define purpose and scope. Committee meets via zoom every other week.

Ordination Committee (Angie)

Chair: Lisa Shaffer

- Email went out to UUFD members who might remember Eli from the past to solicit volunteers and donations; Hope to fundraise about \$2500 [The Making of a Minister, Eli Snider Edition - angie3886@gmail.com - Gmail \(google.com\)](mailto:angie3886@gmail.com)
- Announcing via newsletter, UUFSD website and Facebook
- Request to use Founders' Hall for ordination service so that video can be shown; estimate slightly less than 100 attendees; vax verification and mask required, unless one is speaking; Occupancy for Founders' Hall is 122, but we have additional seating on side patio to help

- people spread out. - Request granted
- Plan for food and beverage service.

Planned Giving/Endowment Grants - (Angie)

Chair: Mark Tuller

- Committee meets on as need basis
- Goal for this year is to gain 10 new members to the Endowment Fund
- Mark will give a presentation from this committee at our Nov 3rd meeting

Right Relations - (Brenda)

Chair – none. Members: Christie Turner* (board contact), Kathryn Sturch, Glen Bortnick, Robin Mitchell

Team met on Saturday 10/16 - I was unable to attend but connected with Christie afterwards. Kathryn has been tasked with following up with Lisa Shaffer and will share with Liora and Brenda her ideas.

The team has its first request to facilitate a conflict between two fellowship folks. The team has created a format for these conversations that is well structured. The team is also willing and ready to help facilitate the dialogue meetings if the Board moves forward with this process.

Team has a draft of a P&P document and will share it with me when ready.

Social Justice Action (Angie)

Chair: Still none but plan is to rotate quarterly; Irv Himelblau will act as chair for the 2nd quarter

SJA will meet October 24th 11:30am - 1:00pm in Founders' Hall; program coordinators will provide updates, discussion of website update for Generosity Sunday and program coordinator aliases

Generosity Sunday - To be held 4 times/year; RJTF, Mental Health, HON, and Climate Action will each handle the application process for one of these and contact an outside group to be the recipient. Recipients will be asked to present a pitch during the service and hold a forum afterward. HON will be responsible for Generosity Sunday OCT-Dec. Question: Does P&P 155 need to be updated?

Stewardship (Sarah)

The stewardship steering committee currently consists of just Rich Macdonald (chair) and Jill Ballard. Sarah Miller participates as an advisory member. Members always step up to do the actual event organizing, but it would be helpful to have more participation. Various Fundraisers (auction, art fair) have been scheduled.

Board report from Stewardship:

Pledge fulfillment -- At the end of Q1 (25% of the year has passed) we have collected 29% of the pledges.

Fundraisers -- As you can see from the calendar below, fundraising has been on hold during the first months of our calendar year. Our first fundraiser in November is a test whether our members are ready to come back. We hope by then the core area will have coffee (at least) and hopefully food to keep people in the core area.

We are starting to do fundraising seriously in the new year. The assumption is that we will not see another break in the on-site services.

	Fundraiser
July 2021	
August 2021	
September 2021	
October 2021	
November 2021	
November 7 2021	Art Fair
November 13	
December 2021	
Dec1-5	Tibetan Sand Mandala
January 23 2022	Auction
February 2022	? Restaurant Valentino, ? Capital Campaign
March 1 2022	Mardi Gras
March 19 2022	Social Justice concert
April 2022	Pledge Drive
May 2022	
June 2022	

Worship (Angie)

Co-Chairs: MaryAnne Trause and Chris Brynes

Attendance in September when service was only virtual was quite low, ranging 63-74

Attendance has increased now that we are back with hybrid services, ranging 86 - 113 with around 60% attending on site; 40% via Zoom or Youtube

Request sent to Marshall for choir to sing more often "for the sake of spirituality and community"

MINISTER'S REPORT (Rev. Jo)

It's the beginning of a new congregational year. We all are looking forward to a year much more blessed with a new routine of being together.

It felt nice to begin a new year with so much more possibility than the previous year. Our Covid restrictions have lightened and we are meeting in person which so many are so grateful to do.

I attended mostly Zoom meetings this month coming back although I also had a couple of phone meetings and in-person meetings totaling 34 meetings for the month. These included the monthly meetings I usually attend – Board and Exec, staff meetings, committee meetings and spiritual direction. I also attended a vigil and 3 workshops, one in particular on trauma. We began holding Installation meetings for the October Installation service and Alison and I created another Water Communion video set up on campus for that service again on Zoom this year.

I met in-person a potential visitor interested in attending and possibly membership and we had a lengthy conversation. The Membership Chair and I have worked out meetings for orientation and to have a New Member Ceremony this Fall.

I met in person with our Music Director to look at the music we have to help to create the Installation service. I also traveled to choose decorations with Katherine on my Committee on Ministry and also on my Installation Committee to create the Installation service. We held weekly meetings and will continue in October to meet and to complete all the preparations. We are also planning on returning to in-person services next month.

I had 5 pastoral care calls in September and we held a pastoral care committee meeting. The committee had done wonderful work through August when I was on leave and we began to make plans on having training and finding a chair for the committee which would be so helpful.

Our staff meetings are very productive and I am so grateful for every staff member we have. We have all been working together so well and I am very appreciative of the dedication they have to this congregation.

The month of September for me was a month of much loss. I lost 2 cousins to illness and death and had already lost a cousin earlier this summer. I was especially saddened to lose a colleague suddenly by a heart attack who had been on my Internship Committee many years ago. He had just messaged me the day before he died and was excited to be getting married and moving closer here from the East Coast so we could visit in person. It was a blow to lose him so suddenly. And the last loss was that of my tender cat Cedar who had become extremely ill. It reminds me of the circle of life, that we are all here for a brief time and we must use our lives to the best of our ability. We are all here to make the world a better place. Let it be so.

Blessings to you all,
Rev Jo

DRE's REPORT (Alison)

Class/Age Group	Average Attendance	# of Participants
Summer RE	7.2 students	6 Children 8 Childcare
Story Time on Mondays	2 (Did dip during the Summer. People moving etc. Now in the fall getting more attendance)	5
Youth Group- One Session	5 (only have had one this fall due to Covid)	5
Young Adults (18-28)	8	14
Youngish Adults (29-36)	5.5 for Racism Meetings 7 Social Meetings	11
Kumeyaay Adult RE Program	22	32

Sunday RE Class (only one counted)	1 childcare 5 PreK-3rd 2 4th-6th	8 (5 visitors, 3 members)
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Families that have left because of 2nd Congregational Meeting	9 Families * Liora asked for clarification from Alison - feels like a personal opinion - not based on fact.	12 Children
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*Please see the end of the report where I talk about this

Pastoral Care Hours Weekly from Alison	7
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*All staff and volunteers that are working with the RE Program have been vaccinated and that has been verified by Alison.

*All of the youth on the premises have been vaccinated and Alison has verified that.

Summer Program Recap

The Summer Program went well although I am very glad that the Board has changed it's policies regarding the wearing of masks on campus. Hopefully children will be able to be vaccinated by the end of this month.

Ongoing Professional Learning/ Development

I took 2 Professional Trainings over the summer and this fall. They were taught and facilitated by UUA staff members.

- Disability Awareness

- Healthy Boundaries 101 class

Disability Awareness was something that all of the UUA Volunteers and staff members took when this General Assembly over the summer had accessibility issues. They are looking into doing more of these. It was a 2 day workshop that consisted of 3 hour sessions.

Healthy Boundary 101 class was done for the MFC (Ministerial Fellowship Committee) Retreat. It was facilitated by Reverend Sunshine Wolfe and Reverend Kate Walker. It was a 2 day seminar that included videos, reflection and small group work.

Young Adult and Youngish Adults

Over the year and a half of the pandemic, I have been working very closely with the Young Adult Group and the Youngish Adult Group trying to really cultivate programs within those age ranges. Traditionally when the youth bridges from youth to young adulthood when they graduate from high school, there has been really no programming for them. This is a UUA wide issue, not just this congregation. Here is an archived article from then UUA President, William Sinkford on the importance of providing stable and ongoing programming for youth and young adults. <http://archive.uuworld.org/2002/03/calling.html>

I am SO happy to report that we have 2 very well established groups that support different Young Adult Age ranges. The Young Adult group (18-28ish) and the Youngish Adult group (29-37ish). They both meet weekly on Monday evenings via Zoom and occasionally in person for retreats and fun. You can see from the chart at the beginning of the RE report, that they are well attended and have very faithful members.

The Young Adult group is mostly deep check ins from people both in and out of college. Navigating the world around what it means to be an “adult” and all of those implications on interpersonal relationships with family members etc... One said, “I never in a million years would have thought that I could make such close friends as a young adult, never mind that it has been a pandemic!”

The Youngish Adults focus a lot of their energy and time on their collective liberation and understanding of white supremacy culture. They have each done a lot of reading and cultivated their own anti-oppression plan within their respective communities. What conversations they want to have with family members, co-workers, etc...

Life Span Classes

I am currently teaching a Kumeyaay Class for the lifespan learner via Zoom at the Fellowship. Mary Anne Trause and Julia Darling have been the coordinators which has worked out perfectly since I don't need to concentrate on social media and recruitment, but can just focus on the lessons. So far we have met 3 times and participants have asked that it continue past it's 3 workshop schedule! Class topics were:

- History of Kumeyaay Nation in San Diego and Baja
- Native traditions of food, passage of time, etc..
- Residential Schools
- Our topic this Wednesday will be: Gambling on Reservations

It is such a wonderful group and I am so pleasantly surprised that there is such a large turn out for it. I am considering other classes such as a "Coming of Age" for adults and a "Being prepared for our last great adventure." A class that would help people get affairs in order before they die.

RE for the 2021-2022 year

We will have Sheryl Goto and Danielle Rubenfeld teaching a combined class of PreK-3rd for most of the time. If there are a large number of students for either age range the PreK-K or the 1st-3rd, they will teach separately and pull in a volunteer to co-teach.

PreK-K will do an adapted Chalice Children curriculum

1st-3rd will do an Anti-racism/anti-oppression UU Picture Book curriculum

4th-6th Will have Katherine Buffington doing Bibleodeon

Junior High/Senior High will be Alison and Ernie Dun

Here is a link to the updated RE webpage: <https://uufsd.org/learning/re-classes/>

OWL for Junior High will start in January and go until June. We are hoping for a very large group to entice people who have left to come back.

Pastoral Care

My pastoral care has been a constant throughout the pandemic and has been with all ages. I am working closely with Reverend Jo and the Pastoral Care team to help meet all of the needs. Reverend Jo and I meet after every staff meeting for an hour to talk about the pastoral issues that have come up to me for the week. If there is a hospice or emergency situation, I call her directly.

I have been thinking about furthering my education from either a seminary or therapy program. I have decided to apply this December to a few Counseling master degree programs in the surrounding San Diego area. I am very excited about the possibilities and feel ready for such a commitment.

Professional Contributions and Recognition

CSW- I have served on the Commission on Social Witness for 3 years and this is my fourth and final year. Currently I serve as Co-Chair of the commission and my term will end at the General Assembly this summer in Portland. We are doing some really wonderful reconfiguring and reimagining work with the co-moderators about what "witnessing to the congregations" could look like. It has been a very exciting time of putting different plans of action together and implementing them to see what works and what doesn't. Some of our own Social Action members have been coming to programming. If you would like to see some of the work I have been doing, here is a link:

<https://www.uua.org/action/process/csais>

Good Officer

I have been working as a Good Officer for Religious Educators. I believe I have been one for the past 3 years? But time is tricky and I might have been serving for 4. Just can't remember. I consult with other Religious Educators when they are having conflict or have questions regarding their jobs. There has been an uptick in calls this fall due to the pandemic. Here is a link: <https://www.lreda.org/GoodOffices>

Ministerial Fellowship Committee (MFC)

This is a new appointment for me that I am very honored to accept. The UUA Board appointed me to this position and with it comes heavy responsibility and I take the charge of this committee very seriously. "The Ministerial Fellowship Committee (MFC) has jurisdiction over all phases of

[ministerial credentialing](#). Candidates for ministerial fellowship are interviewed by the Committee before fellowship is granted. Additionally, the MFC has the authority to remove ministerial fellowship.”

I started this fall and here is a link to the committee page for more information:

<https://www.uua.org/uuagovernance/committees/mfc>

UUFSD Members and Friends leaving the Congregation

This has been a difficult summer for the RE Committee at UUFSD. Since the second Congregational meeting, where there was a surprise motion to reduce the DRE hours from full time to ¾ time, we have lost 8 families and 13 children from UUFSD.

I, Reverend Jo, and Reverend Sarah Gibbs Millspaugh have met and talked about what happened in June and how it has reverberated through the RE program. Sarah has offered to work with the board and congregation to address ways to create better communication avenues.

I have done extensive pastoral care work with the people who have left the congregation, before they made the decision to leave. My plan is to let them know that I am thinking about them and sending love throughout the fall. A number of the youth are the ages of the big Junior High OWL Program that starts in January. My goal is to get (at least the youth) participation through this essential and highly respected programming.

[Secretary’s note: For purposes of the Official Record, which is posted online and available for all to read, specific names were removed from this Report.]

ADMINISTRATOR'S REPORT TO THE BOARD – OCTOBER 2021

MEMBERSHIP STATISTICS

Total number of members: 201
Members emeritus: 4
Pledging friends: 70
Friends: 14

10/20 /2021 - Total of members, members emeritus, pledging friends and friends: 289

SUNDAY ATTENDANCE

Date	10:00am in person	10:00am Zoom	10:00am YouTube	Total
9/19/2021	Not in person	55	19	74
9/26/2021	Not in person	45	18	63
10/3/2021	48	25	16	89
10/10/2021	70	No count taken	23	93
10/17/2021 Rev Jo's Installation	(Won't have count until next week)	16	18	

REMOTE WORK

Remote work continues with no issues. Still going into work on Tuesday mornings to help with bookkeeping and Friday mornings to print the OOS. Other times as needed (meeting with renters, etc.)

OFFICE PHONE

It wasn't widely known but the main line of our office phone stopped working a few months ago. Since then Ed Mlakar and Niel Lynch have been warriors for the cause and this last week they were finally able to determine and correct the problem. While this did not affect our ability to answer calls, it was keeping us from being compliant on our fire alarm report. Thank you Ed and Niel!

TEMPORARY SHUTDOWN

Temporary shutdown has been lifted. During services members and visitors are requested to wear a mask and be vaccinated.

RESIGNATIONS

On September 21st Kristen Brandley emailed me to say she and Joe are on indefinite hiatus from UUFSD. Duane Kiddy seems to be on the fence about leaving UUFSD at this point.

REV. JO'S INSTALLATION

I was unfortunately unable to attend in person but saw the Installation on Zoom and it seems everything went well. Hopefully it was the same behind the scenes.

Respectfully submitted, Tracey Weiss, Congregational Administrator