

**First Unitarian Church of Toledo Board of Trustees
Monthly Meeting Minutes, August 14, 2020
7:00 pm, via WebEx**

Meeting called to order by President Sandra Kosek-Sills (SKS), 7:02 pm

Roll Call by Tom Sheehan, Secretary

Board Members Present at the Start: Mike Davisson, Arun Nadarajah, Treasurer Hydie Ralston, Mary Souther, Colette Cordova

Quorum: yes

Board Member Teresa Betts-Cobau and VP Krista Schneider joined the meeting a little later. Rev. Tim Barger also attended as a non-voting member. Commissioned Lay Minister Melissa Jeter attended as a guest.

Opening words by Rev. Tim.

The Minutes of the July Monthly Board Meeting were approved unanimously with Hydie making the motion, and Colette seconding.

Treasurer's Report (Hydie Ralston): July 31, 2020 Financial Statements

- Total year to date pledge income is \$9,309, under budget \$7,144.
- Total year to date income is \$10,512 under budget \$8,256.
- Total year to date expenses are \$15,458, under budget \$6,228.
- Balance in the Huntington checking account is \$57,874.80.
- Still outstanding invoice for the furnace and air conditioning units installed by Fry.

Hydie asked if we wanted to see trust balances in her reports. SKS said it would be a good idea to watch the trust balances closely this year and asked Hydie to keep the board aware of the bottom line.

SKS asked Hydie to talk with Teresa, our bookkeeper, about rolling over last year's balance as the starting budget for FY 20-21.

Hydie said that the year-end June P&L has been revised, and that she will mail the revised version to the board.

Minister's Report (full report attached at the end of these minutes): Tim explained that this month's report is "light" as he spent much of the previous month in vacation mode, but that he did engage in some church work during that time.

Tim is trying to find a couple ways to be in touch with the congregation. First, he is starting to make phone calls through the congregation. Second, Rev. Tim is establishing Zoom office hours at different days and times, so anyone who wants will be able to meet with him.

Tim met with a member now in Hospice care, with the Covid Subcommittee, and with a couple of groups that use our building, neither of which wanted to return to the building at this time. Finally, SKS and Rev. Tim agreed to restart their monthly meetings.

Commissioned Lay Ministers' Report: Melissa Jeter, currently one of our two Commissioned Lay Ministers, has decided to become an aspirant to the ministry. Melissa has written a letter (attached at the end of the minutes) asking First Unitarian to sign a congregational letter of support. By signing the letter, the congregation is making a financial commitment of \$1845.00. Details are in the letter.

Melissa explained that applying for aspirant status is one step towards UU ministry that informs the UUA of her interest in becoming a minister who will attend a UUA approved seminary. It also opens opportunities for the UUA to support her journey toward ministry as well. She also explained that as an aspirant, Her relationship with the congregation becomes one of a "student-minister," and she will no longer be a Commissioned Lay Minister. Melissa expects that the process of becoming a fully ordained minister will take about five years.

SKS thinks we should put a line in the budget for Melissa's program with a cap at the amount she has requested. Congregants can be made aware that they can contribute to Melissa's studies. When Melissa has a cost, she can ask the church to reimburse her using the standard reimbursement practices. SKS will talk with bookkeeper Teresa about setting this up and work with Melissa to be sure that she knows how to get reimbursed.

Melissa will be preaching during her student-ministry. Tim explained that although members are not usually paid for speaking, as a student minister, Melissa would be paid. (As a CLM she is not paid.) He suggested we should make out a guest speaker schedule, and Melissa would preach once in the fall and once in the spring of every year. New preaching rates have recently come out from the UUA, and Melissa would be paid a bit under \$350 for a guest speaking slot.

Arun suggested that we might ask for congregants to contribute, and then if there is a shortfall, we could make it up by board action. SKS said that that could work, but that she would like the board to assure Melissa now that we could help her to cover her expenses (up to the cap).

⇒Vote: Arun moved that we sponsor Melissa Jeter, a candidate for fellowship in the UU ministry. Colette seconded, and the motion was approved unanimously.

SKS will work with Melissa to get the letter filled out. It's a form on the UUA website. It requires SKS's signature.

President's Report (Sandra Kosek-Sills): Even though SKS has cut back on church activities a little during this summer month, she has been hosting coffee hour almost every Sunday. She has also helped smooth the transition of Spiritual Adventures to new leadership, hosting a presenter from Nature's Nursery at her home because the presenter did not have reliable internet. She spoke at two Spiritual Adventures at the beginning of August. She thinks the new Spiritual Adventures leadership is well on its way.

She has delegated most capital projects oversight to Buildings & Grounds, and Phil Teitlebaum has been working on the lighting and parking lot jobs. They should be finishing up soon.

SKS has been in touch with Rev. Sunshine, who will be available to do a virtual two-hour board retreat with a focus on what we hope to accomplish under the circumstances of Covid. All agreed that almost any Saturday afternoon except Labor Day Saturday would be okay.

Coronavirus Discussion Subcommittee Update: The subcommittee is still discussing with stewardship and the auction committee. They are looking at the third or fourth weeks in September as a potential date for the auction. They are waiting to see what the situation is with Covid-19 to decide if the auction will be in person, or if another way to do it needs to be found.

The subcommittee recommends that services not be held in person for the next month. The In-Gathering service will be held virtually on September 13, but there will be a "bring your own food" picnic behind the church after that service for those who choose to attend. During the picnic, the church building will be closed except for restrooms, and only one person at a time will have access to each restroom.

If the picnic after In-Gathering goes well, even if we don't have an auction, SKS thinks we could do an outdoor stewardship kick-off on the third weekend of September.

Mary, a member of the Covid-19 Subcommittee, said that the subcommittee was being appropriately cautious. Teresa said that the subcommittee was also waiting for the results of the phone survey that was recently done to learn how the congregation felt about opening up.

The next meeting of the subcommittee is August 24, and they will evaluate all the information they have to decide whether or not it's worth putting forth the effort to hold an auction or a stewardship kick-off.

Colette brought up another church that used a radio station to do outdoor service. Rev Tim said that he had looked into low powered transmitters a few months ago, but maximum range of

transmitters available at Best Buy was not adequate for a parking lot service. Therefore, when we do parking lot service will be with a PA system. Tim was not familiar with how things would be done with a low-powered radio station, and what costs might be involved.

⇒**Vote:** Mary moved to keep the building closed for services until the next board meeting, Sept 11. Mike seconded. Passed with eight in favor and one against.

Committee Liaisons: Here are the committee liaisons for this year.

--Arun: RE Council

--Collette: Spiritual Adventures

--Krista: Membership , Caring Circles

--Mary: Ushers/Greeters; Finance; Social Justice

--Mike: Kitchen; Buildings & Grounds

--Teresa : TEALL & Leadership development

--Tom: Music; UFACE; Chalice Circles

SKS asked liaisons to encourage committees to meet to fulfill their missions. She reminded liaisons that we want to encourage committees to spend their budgets (in a responsible way, of course.) If committees have concerns, the liaisons can bring those concerns back to the board.

Liaison reports

Stewardship: Mike said that the committee has been reaching out to people who will be making the stewardship phone calls, starting with people who have been making covid check phone calls. SKS, Rev. Tim, Chris Stockwell & Mike will be meeting next week to discuss the stewardship letter.

Social Justice: Mary said that SJ is not making blankets because they can't get together to make them. Nor is she sure that during the pandemic the agencies would be able to accept blankets, not knowing where they had been.

Closing words from Rev. Tim. Next meeting: Sept. 10. Meeting was adjourned around 8:25 pm.

Next Tasks (Sandra Kosek-Sills):

- Liaisons should encourage committees to work towards their goals and bring back any concerns to the board.
- Arun will send a message for the FYI about the upcoming RE meeting.
- SKS will work with our bookkeeper, Teresa, to get a budget line for Melissa in her work towards the ministry.

- SKS will work with Melissa to make sure that she will be able to get her reimbursements. She will also work with Melissa to complete the Statement of Congregational Sponsorship for a Ministerial Candidate. It's a form on the UUA website. It requires SKS's signature.
- Hydie will talk with bookkeeper Teresa about rolling over last year's balance as starting budget for FY 20-21.
- SKS will set a date with Rev. Sunshine for a board retreat and let the board know when it will be.
- Hydie will send to the board the revised Profit and Loss statement for year-end June 30, 2020.

Respectfully Submitted,
Tom Sheehan
Secretary

-----Attachments-----

MINISTER'S REPORT (attachment 1 of 2)

JULY 2020

AUGUST 2020

Rev. TK Barger

This month's report is "light" as I spent much of the previous month in vacation mode—primarily "staycation," but that meant I did engage in some church work during that time.

Since the last board meeting, Judy Trautman led the service July 12, Joe Moran on July 19, and Jef Gamblee via Zoom (with me present as Sunday Associate) July 26. This August, I am slated to preach all five Sundays, and I'm doing a series called "Catching Up." I have begun planning the services for the coming "church year," which will start with Ingathering, on the topic of earth, September 13.

Now that I have returned to full-time duties in August, I have established an office hour via Zoom that will vary week to week, as one way to give more opportunity for congregants and me to be in contact during the coronavirus-necessitated isolation. As well, I'm beginning to call my way through the church directory—still in the very early organizing stages (such as planning what message to leave when no one answers).

I visited member Dawn Parsons in hospice. When it is time for a memorial service, Bob Rudolph will lead, at Dawn's request and Bob's agreement.

I attended a Zoom meeting of the church's Covid-19 task force, and we decided that our Ingathering service will be online as usual and not physically open to the public, but a come-to-the-church event that day will be a 1 pm "bring your own food" picnic.

Northwest Ohio Syringe Services, which was using our church weekly as a needle-exchange site, has seen the need to establish a new location in East Toledo and will not continue its program at First

Unitarian. However, we will be a site for Narcan distribution if the health department perceives the need for that—would be a one-time thing rather than ongoing.

I spoke with an Alcoholics Anonymous organizer of one of the meetings that we have hosted at the church, and the organizer said they're meeting on Zoom and are not in a hurry to resume in-person meetings. When they do, there is the possibility that they might begin outside if they can get access to chairs and other materials in the building.

Respectfully submitted,

Rev. TK

**MELISSA JETER'S LETTER REQUESTING CONGREGATIONAL SUPPORT
FOLLOWS ON NEXT PAGE. PAGE #S STOP. (attachment 2 of 2)**

Melissa C. Jeter

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July 15, 2020

I am writing to request that the First Unitarian Church of Toledo (UUToledo) sponsor my journey towards becoming a Unitarian Universalist Minister. As a CLM, I have been able to participate in the shared ministry of our congregation, through speaking, facilitating learning about the values of our faith, pastoral care, as well as religious education and most recently online meditation by video.

As a lay person, commissioned by CER of the UUA, I have been able to study, share, and practice UU principles, but also broaden my vision of liberal religion and create a sense of moral steadiness. It is this sense of mature and moral steadfastness that has inspired me to embrace my own inherent worth and dignity and desire to teach faithfully and compassionately.

As I discerned a calling for ministry, I could see that people ecologically are one self-organizing living system. What I mean by this is that all Beings are interconnected individuals who need each other to survive and thrive on earth. We all have the same basic needs even though they manifest differently for each of us.

However, it appears that we hurt ourselves and those we live with in the course of practicing worldviews in ways that refrain from learning new information; adapting systemically for the benefit of the whole of all living beings. This idea is evident in this current pandemic and the political debates about wearing masks to prevent the Covid-19 from spreading.

I want to further my study of the many worldviews and stories that inform our thinking and also investigate reasonable theologies and practices that I

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could implement in ministry. The implementation of that ministry will of course evolve and change, as I learn more about the science that informs human nature.

Applying for Aspirant status is one step towards UU ministry that informs the UUA of my interest in becoming a minister who will attend a UUA approved seminary. It also opens opportunities for the UUA to support my journey toward ministry as well. This is important, because as an Aspirant, my relationship with the congregation becomes one of a "student-minister," where I agree to *"defer accepting any UUA congregationally-based position other than internships and student ministries unless approved by the Ministerial Credentialing Director."* As a student minister, the congregation could benefit from my ministry and pastoral care by providing the UU roots and wings I will need to fly.

Therefore, I am requesting the following from the congregation for journey through the Ministerial Fellowship process:

1. Completed Statement of Congregational Sponsorship sent to the UUA and;
2. Funding in the long process of minister fellowship to include:
 - a. **Career Assessment** (individual). . . .no more than ..**\$920.00**;
 - i. Total cost for individual assessment being \$1920
 - ii. With Aspirant status I become eligible for \$1000 to defray the total cost

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1234 Old Henderson Road Suite B
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- b. **Candidate Status**.....**\$250.00**
- c. **Clinical Pastoral Education for 1 unit**..... **\$675.00**

Mercy Health St. Vincent Medical Center
Kim McClung; CPE Program Coordinator
Mercy Health St. Vincent Medical Center
2213 Cherry St. Toledo, OH 43608
419-251-4650 kim_mcclung@mercy.com

Application fee \$. 25.00
Acceptance fee \$100.00
Tuition.....\$550.00

The **total request** for funding from UUToledo is:.....**\$1845.00**

In your consideration, please note that I have been accepted to the Methodist Theological School of Ohio in Delaware, Ohio. I also have accepted a full-tuition scholarship sponsored by Methodists to study at the UU House of Studies on MTSO. For the first semester, I will travel to Delaware, Ohio on Tuesdays, while I am currently employed. There will be the opportunity to continue coursework online as well, however. In addition, to the course work at MTSO and clinical pastoral education, I will also study a specific list of required Unitarian Universalist books for Preliminary then Full Fellowship. This booklist is more in-depth and specific than the required reading for the Commissioned-Lay Minister program of the Central East Region of the UUA.

In faith and appreciation,

Melissa C. Jeter