



# Unitarian Universalist Fellowship of Gainesville

UUFG Governing Board Meeting Agenda  
March 25, 2024 – 6:30 pm to 8:30 pm

## UUFG Covenant

In our relationships to one another, we covenant to:

- Respect and value every person in our congregation during times of agreement and disagreement,
- Minister to each other, celebrate our joys and give support in times of sorrow,
- Make decisions through a democratic process, participate, and respect the outcomes of the collective wisdom,
- Set a positive example for children through our words, actions and instructions, while cherishing them as unique individuals,
- Give our time, energy, voices and economic resources to the common good,
- In all things be guided by our Unitarian Universalist principles.

1. [6:30 pm] Gathering and Meeting Preparation 10 min
  - a. Welcome, Call to Order, Quorum
  - b. Chalice Lighting and Reading
  - c. Board Covenant: *Inspired by our Unitarian Universalist values and principles, together we guide our congregation and its mission and vision with transparency, gratitude, trust and respect.*
  - d. Personal Check-In
  - e. Confirm agenda and roles (timekeeper, gratitude notes, external observer)
2. [6:40 pm] Congregational Input 10 min
3. [6:50 pm] Consent Agenda 15 min
  - a. Admin Report (Att. 1)
  - b. Board Meeting Minutes February 12, 2025 (Att. 2)
4. [7:05 pm] Discussion, Action Items, Visioning 25 min
  - a. Follow-up on January's action items
  - b. MSWG update and affirmation (Att. 3)
  - c. Ministerial Continuity Working Group update and affirmation (Att. 4)
  - d. Alice Primack Social Justice Award (Att. 5)
  - e. LDC funds (Att. 6)
  - f. Music Program fundraiser
  - g. GA gift certificates for delegates (Att. 7)
5. [7:30 pm] Leadership and Governance 35 min
  - a. Safer Congregations Proposal (Att. 8)
  - b. CYREC/LUUMEN Charter Proposal (Att. 9)
  - c. Social Justice FB page guidance
  - d. Employee Benefits (Att. 10)



## Unitarian Universalist Fellowship of Gainesville

6. [8:05 pm] Facilities 15 min
  - a. Lawn Mower Replacement (Att. 11)
  - b. Private vs. public space on UUFG campus
  
7. [8:20 pm] Wrap up 10 min
  - a. Emerging Concerns
  - b. Calendaring and Action Items
  - c. Gratitude notes
  - d. Board Process – external observer
  - e. Next meeting April 22, 2025
  
8. [8:00] Adjournment



# Unitarian Universalist Fellowship of Gainesville

To: Governing Board  
From: Cam Pierce  
Date: March 21, 2025  
RE: Monthly Congregational Admin Report to the Board

## Membership Numbers

We have 157 members. Since my February report, Grace Neagle, Patrice Roth and Krystle Seidel joined our Fellowship. Alice Primack died on February 28, 2025.

We currently have 27 supporting friends listed in our database.

## Sunday Service Attendance

### Sundays, February 2025 –

- Average in person attendance for four Sundays: 90
- Average YouTube visits for three Sundays: 58
- Total average participation for four Sundays with both YouTube and in person numbers: 148
- Current YouTube subscribers: 388

Date	YouTube	In-Person Attendance	Total
2/2/2025	49	107	156
2/9/2025	69	85	154
2/16/2025	N/A	80	80
2/23/2025	57	86	143

### Sundays, February 2024 –

- Average in person attendance for four Sundays: 76
- Average YouTube visits for four Sundays: 82
- Total average participation for four Sundays: 157
- Current YouTube subscribers: 302

Date	YouTube	In-Person Adult Attendance	Total
2/4/2024	107	75	182
2/11/2024	85	81	168
2/18/2024	70	79	149
2/25/2024	65	67	132

# UUFG Office Notes

## Rentals

Renters in February included Gainesville Bridge Club, Gainesville Secular Science, Paynes Prairie Chapter of the Florida Native Plant Society, and Joy of the Lord Outreach Ministries. We still need to finalize the Joy of the Lord contract for this year per board approval.

## Safety

On February 19, I sent a message to Robert Puzio from the [uuoffice@uufg.org](mailto:uuoffice@uufg.org) email address on behalf of UUFG and over Leah's name. He replied on Sunday, March 16. I have forwarded the board his reply.

James Chase coordinated Crisis Intervention Training session at UUFG on Saturday, March 8, which I attended. It was a useful two-hour workshop. James and Jonathan Coron are looking into future safety-related training. The Safety Team did not meet in March.

## Mailings & Communications

I sent out anniversary letters from Rev. JeKaren, and listing monthly anniversaries in the Gazette.

Debra Neill-Mareci and James have created a new visitor postcard in Canva that they have submitted to the board for feedback and approval.

## Website, Social Media & Auction

As usual, I updated service and other event info on our website and Facebook page. I entered auction payment information into our database as it came through Stripe.

For Social Justice's upcoming "Breaking the Silence" event, I created an online form for sign ups.

## Finance

I am pleased that the check from MissionSquare arrived this past month, representing the culmination of work on resolving Jean LeMire's estate. The check was for \$74,603.06. As Jean left the money to the Fellowship, per Fellowship policy, the board may authorize half of that amount to go to the Foundation. The board may also consider how to recognize Jean for her large bequest.

I did not attend the March Finance Committee meeting as I was out of town. However, I prepared financial documents for that meeting as usual. I also provided the stewardship team with pledging information as they requested and helped with announcements relating to Stewardship Sunday using our Mailchimp account. I created an online form for members to use to submit their pledges. The stewardship team still needs to review and approve the form in advance of Stewardship Sunday.

## Pastoral

Following Alice Primack's passing, I contacted Alice's family to express condolences and to gain their approval for an appropriate announcement to the congregation. I ordered and installed a small plaque for Paul Hargrave in the memory garden.

## Facilities

On Thursday, February 27, Juan Rivera did a marvelous job stripping and waxing our Phillips Hall floor as well as giving our foyer tiles a deep cleaning. He also cleaned and buffed the Phillips Hall floor a second time on Tuesday, March 18 after the heavy usage from the rummage sale the previous weekend.

On February 26, I met with Steve Elliot of GRU along with Alice Gridley and Tim Christy to learn more about our energy usage and to discuss how we can potentially better manage that usage to

reduce our monthly electrical bill. Alice, Tim, Mary Anthony and I plan to meet in the relatively near future to discuss possible future actions. However, consistently keeping our energy usage under the 50 kW demand threshold will be difficult. Mr. Elliot did not provide any easy fixes.

I also submitted a petition to GRU for credit due us for taxes that we have paid despite our non-profit status. They credited us for such payments back in November 2023, but GRU has continued to bill us for taxes. I am attaching a copy of the cover letter for that petition.

**Personal Time**

Thus far I have used five days of my 2024-2025 leave time. I used comp time to cover 2.5 days out of the office in March.



Attachment 1

# Unitarian Universalist Fellowship of Gainesville

Page 4 of 5  
4225 NW 34<sup>th</sup> St.  
Gainesville, FL 32605  
352-377-1669 / uufg.org

March 13, 2025

Gainesville Regional Utilities  
301 SE 4<sup>th</sup> Ave.  
Gainesville, FL 32601

RE: Account #2000-1478-1050 -- Tax Exempt Status

To Whom It May Concern,

As church and recognized non-profit organizations registered with the State of Florida, we are tax exempt. I am petitioning for refund of tax payments that GRU has billed us, dating back to November 1, 2023. GRU should credit our account for \$1,205.09 for tax payments that were billed.

### Background Information

On May 10, 2023, I spoke on the phone with a GRU customer service named Adam J. Warmhold. Per his communication with me, I emailed GRU a copy of our sales tax exemption form. Over the summer and into the fall of 2023, I continued to communicate with GRU customer reps via phone and email to resolve our billing status. Finally, as seen on our 11/01/2023 statement and documented in your email message to me dated Thursday, October 12, 2023, GRU credited our account for \$1892.98. Per your email correspondence, this credit reflected "taxes collected from Dec 2022 through Oct 2023."

Please see attached correspondence for documentation of this correspondence as well as a copy of our sales tax exemption form, which you already have on file.

### Charges Since October 12, 2023

While GRU did give us credit for taxes paid between December 2022 and October 2023, GRU has continued to bill us each month since then. Below is a table itemizing totals. As indicated, the total tax payments between November 2023 and our most current statement, dated March 5, 2025, amount to \$1205.09. For your reference, I am including copies of those bills with this letter.

Date	Total Current Monthly Charges	Taxes
03/05/2025	\$1,928.35	\$247.32
02/05/2025	\$3,217.97	\$432.80
01/08/2025	\$2,057.84	\$264.88
12/04/2024	\$333.53	\$11.93
11/27/2024	(\$1,368.51)	\$110.02
02/01/2024	\$2,330.23	\$51.29
01/04/2024	\$1,684.72	\$35.08
12/04/2023	\$1,400.07	\$28.20
11/01/2023	\$821.45	\$23.57
	<b>Total</b>	<b>\$1,205.09</b>



Nurture Your Spirit



Help Heal Our World



**Bills Going Forward**

In addition to the refund/credit of \$1,205.09, I request that our bills going forward reflect our tax-exempt status. That step would save both you and me time in the future.

Please let me know if you have any questions or if you require any additional information – or if you need to talk with me about this issue.

Thank you for your assistance in this matter.

Sincerely

Camden Pierce  
Congregational Administrator

[uuoffice@uufg.org](mailto:uuoffice@uufg.org)  
352-377-1669



## **UUFG Governing Board Meeting (*corrected minutes at end of file*)**

February 25, 2025 6:30– 8:23pm

Board members present: Rev. JeKaren Bell, Leah Cobb Lee, Tom Mareci, Mary Anthony, Erin Parish, Norden Lucke, Tim Christy, Kristin Stevens

Congregants present: David Willkomm, Chris Sharp. Mary Bahr

### 1. Gathering and Meeting Preparation:

- Roles: Norden Lucke – timekeeper, Kristin Stevens - gratitude notes, David Willkomm - external observer.

2. Congregational Input: Congregant states likes fact that former ministers are going to come to the 75<sup>th</sup> anniversary celebration.

### 3. Consent Agenda:

- a. Admin Report (Att. 1)
- b. Board Meeting Minutes February 12, 2025 (Att. 2)
  - i. Add Kristin Stevens as attending.
  - ii. 10a “may be already removed” instead of “already removed”.
  - iii. 11 should be \$1,050 instead of \$10150
- c. RE Report (Att. 3)
  - i. Spent \$300.00 less than expected in OWL.
  - ii. CYREC voted to change name to LUUMEN (Lifespan UU Ministry for Education and Nurture)

Leah moves to approve consent agenda with changes, adding Kristin Stevens as attending, 10a may be already removed instead already removed and 11 \$1,050 instead of \$10150

Kristin Stevens seconds. Passes unanimously

### 4. Discussion, Action items, Visioning



- a. Follow up on January's action items
- i. Erin Parish added corrections to November 2024 Board minutes (review, Lifespan)
  - ii. Leah Cobb Lee has not received email from Samara Powers of ordination booklet to share with Debra Neill-Mareci and Kristin Stevens.
  - iii. Cam Pierce sent email to Robert Puzo, have not heard back yet.
  - iv. Ministerial Search working group still organizing. Kristin Stevens, Norden Lucke. Reached out to Anna Deyle and Alice Gridley. Harry Mangle does not want to be in group. We are on UUA search portal.
  - v. MAP contingency group has not met yet. Tom Mareci, Mary Anthony and Erin Parish. Harry Mangle and Liz Stewart also want to be in group.
  - vi. Leah Cobb Lee sent out copy of old visitor postcard at February 12 meeting.
  - vii. Debra Neill-Mareci and Kristin Stevens waiting on ordination booklet to work on ordination. Possible concert by Thomas Royal for fund raising.
  - viii. Erin Parish spoke to Samara Powers about inviting Rev. Maureen Killoran to ordination, Samara said has good relationship with Rev. Maureen but too early to think about that now. Did not speak with Rev. Maureen.
  - ix. Look at personnel records at next meeting?
  - x. Leah Cobb Lee did add professional expenses, benefit package and retirement eligibility columns but did not get on agenda.
  - xi. Leah Cobb Lee didn't send email to Rev JeKaren and Kristin Stevens for job descriptions.
  - xii. Draft of new rental agreement for Joy of Lord Ministries in progress.

- xiii. Date for UUFG 75<sup>th</sup> Anniversary sometime in March 2027. Depends on Rev Sofia Betancourt's schedule.
- xiv. No date set for meeting with Finance Committee.
- xv. Leah Cobb Lee didn't put up immigrant support sign.
- xvi. Tim Christy will ask Cam about getting deed into safety deposit box.

b. Finance Committee Recommendations (Att. 4)

i. CD Rollover

The \$75,000 in CD's doesn't mature until May 9, not March 9 as originally thought. The Finance Committee recommends that the \$75,000 be reinvested into new CD's when they mature. In addition, the Finance Committee recommended that we invest another \$25,000 in the best return CD the Treasurer can find. (Turned out to be a 4% 7-month CD at Ameris Bank).

ii. Piano insurance

Mary Anthony moves to increase insurance to cover replacement cost of piano in sanctuary (\$45,000). Leah Cobb Lee seconds. Passes unanimously.

c. Annual Meeting Scheduling.

Kristin Stevens moves to hold Annual Meeting May 11 after service, Tom Mareci seconds. Passes unanimously.

d. Social justice cohosting *Breaking the Silence*(Att. 5)

Discussion about needing security and police presence. March 29, 12-3pm on Zoom. Will be in the Social Hall. Tim Christy, Erin Parish and Mary Bahr will meet to test equipment prior to event.

5. Leadership and Governance

- a. Fellowship Council Charter (Att. 6)  
Tom Mareci moves that the Board approve the revised Fellowship Charter become part of Fellowship's Policy & Procedures. Norden Lucke seconds. Passes unanimously.
- b. Proposed policy revisions (Att. 7)
  - i. Removal of AMP-1 Friends and Other Non-members  
Kristin Stevens moves to remove AMP-1 from Policy & Procedures. Leah Cobb Lee seconds. Passes unanimously.
  - ii. GOV-5 Employment to replace PER-3 Hiring Authority  
Kristin Stevens moves to replace PER-3 Hiring Authority with GOV-5 Employment. Leah Cobb Lee seconds. Passes unanimously.
- c. Safer Congregations Proposal (Att. 8)  
Discussion on having more adults background checked. Safer congregation policy can start as a working group. Leah to invite James Chase to next Board meeting to discuss further.
- d. CYREC\LUUMEN Charter Proposal (Att. 9)
  - i. 1<sup>st</sup> reading

## 6. Facilities

- a. Sanctuary fire alarm  
Company fixed it. Lights don't flash at same time. Can cause seizures. Ok now for codes grandfathered in. Cost \$4000.00 to get synchronized. Will need to get fixed if do any upgrades to building.
- b. Bike donations.  
Donated by Doris Hargrave. Bikes too fancy to sell at Rummage Sale. Tim Christy will take to several bike shops and see if will one of shops will resell.
- c. Spring Concert  
Need Board approval to raise money for Music program. December 2021 Board minutes said need

approval to put percentage of revenue from concert in General Fund after expenses. Leah will ask Beverly Sanders about proceeds.

7. Wrap up

a. Emerging Concerns

None

b. Calendaring and Action Items

- i. Tim Christy to take bikes to several bike shops to see if about re-selling.
- ii. Leah to tell cam about bathrooms needing deep cleaning.
- iii. Leah to send Erin Word doc from February 12 Board meeting to make changes. (add Kristin Stevens and change to \$1050)
- iv. Erin to get sound room equipment cost estimates to Mary Anthony and Finance Committee.
- v. David Willkomm to get with Jonathan Coron about having police presence for *Breaking the Silence* event.
- vi. Mary Bahr, Tim Christy and Erin parish to get together to equipment for *Breaking the Silence* event.
- vii. Leah to invite James Chase to next Board meeting to go over Safe Congregation Policy.
- viii. Leah to include LUUMEN Charter in next agenda.
- ix. Leah will include fire alarm synchronization in next meeting.
- x. Leah will ask Beverly Sanders to share proceeds of Spring Concert.
- xi. Tom Mareci to send Erin info on Matthew Lewey

c. Gratitude notes

Alice Primack, Connect by texting. Drop off card.

d. Board Process

External observer, David Willkomm: moved thru topics well, working as team.

- e. Next meeting March 25, 2025
- Board Retreat March 16, 2025
- Adjourned at 8:23pm

Respectfully submitted by  
Erin Parish Board Secretary

# Charge for the Ministerial Search Working Group

Established: Feb. 12, 2025, by Governing Board

Time-limited: Ends Aug. 1, 2025

## Purpose

The Ministerial Search Working Group (MSWG) is established to actively seek out, interview and review, and negotiate professional ministry – interim, contract or developmental – on behalf of the UUFG Governing Board (Board).

## Responsibilities and Duties

1. Maintain confidentiality. The MSWG is not allowed to reveal any candidate identities outside of the working group until the negotiation is final.
2. Review and update UUFG's search profile and congregational record in UUA MinistrySearch online system by April 18, 2025.
  - a. Review and revise draft ministerial agreement for Board approval for inclusion in search packet.
  - b. Compile remaining packet documents
3. Work within the two-week time period starting May 6, 2025, to select and rank up to six candidates' names released to congregation.
  - a. Acknowledge each application with an email including a link to UUFG documents packet.
  - b. Interview applicants, check references, and do research calls with UUA regional staff.
  - c. Submit rankings of any/all applicant ministers via form on May 19, 2025.
  - d. Receive name of match aligned applicant from the UUA Transitions Team staff May 20-21.
  - e. Reach out to matched minister to extend a verbal offer at noon, May 22.
4. If no minister is matched on May 22, pivot to contract/developmental ministry options. A contract ministry search has no matching process, offer day, or deadlines; search teams interview applicants until they find the one that they would like to hire.
5. If ministry search is successful:
  - a. Negotiate the ministerial agreement and submit it to the Board for approval. The Board hires an interim, contract, or developmental minister. There is no congregational vote (as there is for a settled minister).
  - b. August 1, 2025: New minister start date at UUFG! View and update the congregational record.

## Membership and Meeting

1. The MSWG consists of at least three congregation members, including a Board liaison who leads the meetings.
2. Meetings will be held at least biweekly and will not be open for observation.

## Reporting Responsibility

1. The MSWG liaison shall provide written progress reports in advance of Board meetings for inclusion on the agenda.
2. The MSWG liaison shall provide a final written summary report at the first Board meeting after it disbands.

# Ministerial Search Working Group Report

March 18, 2025

The Ministerial Search Working Group (MSWG) includes the following five members:

1. Kristin Stevens, Board Liaison and Group Lead
2. Norden Lucke, Board Liaison
3. Alice Gridley, Social Justice
4. Anna Deyle, Worship Co-Lead
5. Kaitlin Rhan, Religious Education/Faith Formation

The charge for the MSWG is attached, and we seek Board affirmation of its scope and time limits.

Our initial Zoom meeting was held on March 18, 2025, and the group will be next meeting at 7 p.m., Thursday, March 27, and then again at 11 a.m., Saturday, April 12. The MSWG will be working on updating the Congregational Record via a shared Google document, and I will reach out to the Treasurer and Finance Committee for information on the compensation and benefits.

For the questionnaire, getting some Board input on some questions may be necessary – we can discuss this at the next Board meeting. Here are some key ones:

- What momentum would you like to maintain in the next ministry?
- Name 1-5 areas of focus for the ministry partnership ahead
- What does the congregation hope the minister will focus on in the next ministry partnership?
- Imagine that, early in the next ministry partnership, a member of your congregation behaves in a way that escalates over time from curmudgeonly criticism to disruptive actions to bullying staff or other members. Keeping in mind your congregation's real experiences, policies, and covenant, how would leaders handle this situation?
- There have been some theological divisions and spirited discussions in Unitarian Universalist circles in the last several years about our shared values, how to articulate these values, and what these values call us to do, especially around equity, inclusion, power, and covenantal relationship. Please share some examples of how this is playing out in your congregation.

Respectfully submitted,  
Kristin Stevens, Trustee

## **Ministerial Continuity Working Group**

Created by the Governing Board on 12<sup>th</sup> February 2025

Governing Board for review during 25 March 2025 meeting

### **1. Purpose**

Plan continuity in ministerial services if the congregation does not hire a minister. Ministerial services include Sunday worship services (Worship Associates), ministering to individual congregant needs (Care Team), program for life span faith development (Director of Life Span Faith Development), staff relations, and community relations (Social Justice Council, etc.), and leadership (Governing Board).

### **2. Responsibilities and Duties**

- a. Identify the needs of congregants for ministerial services in coordination with the Worship Associate, Care Team, Director of Life Span Development, and Governing Board.
- b. Develop initiatives to support ministerial services.

### **3. Membership and Meeting**

- a. The Ministerial Continuity Work Group consists of at least three members: a chairperson, who is a Governing Board liaison, and congregation members.
- b. The Ministerial Continuity Work Group selects a recording secretary to keep meeting minutes.
- c. Meetings will be held at least monthly and are open to the Congregation.
- d. The Ministerial Continuity Work Group will complete work by 1<sup>st</sup> July 2025.

### **4. Reporting Responsibility**

- a. During Governing Board meetings, the Ministerial Continuity Work Group liaison reports on Working Group activities and provides meeting minutes to the Board Secretary.
- b. The Ministerial Continuity Work Group liaison provides a written summary report of Working Group activity at the first Governing Board meeting after 1<sup>st</sup> July 2025.



## MEMORANDUM

TO: UUFG Governing Board

FROM: Judith Kendall

DATE: March 17, 2025

SUBJECT: Award Honoring Alice Primack

The children of Alice Primack have expressed interest in ways for the congregation to acknowledge and honor their mother's contributions to social justice. They were interested in a bench honoring Alice, but Alice already has a very nice bench that is part of the Courtyards landscaping project that was dedicated to her while she was alive.

A different kind of memorial seems appropriate. I request that the UUFG Governing Board establish the UUFG Alice Primack Memorial Social Justice Award to be presented annually to a member of the larger community who lives up to the ideals of caring—for others, for the environment—shown by Alice during her lifetime.

Here is how I envision its working:

- UUFG Governing Board officially establishes the award.
- UUFG Social Justice Council agrees to administer the award, involving Alice's family in selecting awardees. (This happened by unanimous vote on March 16.)
- UUFG Foundation agrees to a request to fund the annual award in the amount of \$1,000. Award will not go to the individual selected, but to that person's affiliated organization or selected charity or action group. I believe that having a monetary award will add gravitas to and interest in the award.
- Social Justice Council notifies Alice's family of the award and establishes a date for accepting the first year's nominees.
- Social Justice Council establishes a process for publicizing the award, requirements for nominations, and selection process.

In addition to honoring Alice's memory, this annual community award would help the Board meet its goal of more visibility for the congregation in the community.

Thank you for considering this request.

**2025 Leadership Training Plan  
Utilizing Paul Bird Leadership Development Funds from the UUFG Foundation**

The Leadership Development Committee requests approval of the following plan to continue utilizing previously awarded Leadership Development funds previously awarded by the UUFG Foundation. No additional funding is requested at this time.

1. Local Leadership Training Workshop—Approximately 20 participants—funds will be used for materials and refreshments. Approximately \$500.
2. Board Retreat Training—funds will be used for training materials, off-site location rental, and lunch. Eight participants. Approximate cost: \$400
3. Regional Training opportunities—most of these are on-line. Funds will be used for registrations. Approximately 10 participants. Approximate cost: \$1,000
4. UUA General Assembly—Funds will be used for registration for GA participants attending remotely and for registration and partial support for travel and lodging for participants attending in person. Priority will be given to first-time GA attendees and delegates. There will be an application and screening process for GA funding. Approximately five participants. Cost: approximately \$2,325.12
5. Total requested funds: \$ 4,425.12

## Supporting the Congregation's General Assembly Delegates (<https://www.uua.org/ga/registration>)

Congregations are encouraged to use [registration Gift Certificates](https://www.uua.org/ga/registration/gift) (<https://www.uua.org/ga/registration/gift>) to support their delegates' participation. Here's how it might work:

- Congregation purchases registration Gift Certificate for each delegate: \$150
- Business-only Registration Cost: \$150 suggested
- Multiplatform Registration Cost: \$410

Delegates can use the gift certificate in two ways:

1. Business-only Registration: If they choose this option, the \$150 gift certificate covers the entire registration cost, so it's effectively free for them.
2. Multiplatform Registration: If delegates prefer the multiplatform registration, which costs \$410, they can apply the \$150 gift certificate to reduce their registration fee to \$260.

This method allows delegates to either participate at no cost if they choose the business-only registration, or significantly lower the cost of multiplatform registration, making programming more accessible to those who will be representing their congregations as delegates.

Gift certificates can be purchased in any amount, so the congregation might decide it can support delegates in greater or lesser amounts, as its budget allows.

If the congregation is paying the full cost of registration for its delegation, another method is to instruct everyone to register themselves and indicate at checkout that they will be mailing a check in (allows them to submit a registration order without payment), and then forward their email registration confirmations to the congregation's administrator. Orders can be bundled together and a single check mailed, or contact the GA registrar to have the "bill-to" account on any order switched to a congregation's administrator so they can use Visa, MasterCard, or Electronic Check payment to pay for orders via the [GA Payment Portal](https://bit.ly/UUAGApay) (<https://bit.ly/UUAGApay>).

For more information contact [generalassembly@uua.org](mailto:generalassembly@uua.org).

## **Proposal to the Board: Creating a Culture of Safety & Shared Responsibility**

By James Chase, Director of Lifespan Faith Development

February 24, 2025

### **Proposal Summary**

Our Safer Congregation Policy establishes that whenever possible, at least two unrelated paid staff or volunteers will be in the room when minors are present. We should have two background-checked adults in most spaces where minors are present, which is a good standard for congregational safety. However, our current culture around safety and volunteering is not fully supporting this goal, as youth are allowed to engage in Choir, our childcare is not always present when there are children at activities, and Children and youth are permitted to remain in the sanctuary when staff leave.

Here are some of the challenges that are currently preventing me from consistently maintaining our policy:

- Low engagement & volunteer hesitancy – Many members feel unprepared or unsure about stepping into RE and safety roles.
- Overburdened safety team – The small group of volunteers covering RE and safety-related tasks is experiencing burnout.
- Siloed committee structures – Many congregants remain within their committee roles without broader engagement, limiting cross-congregational support.

I am proposing a shift that will address these challenges through a Verified Volunteer Program, which will:

1. Expand the number of background-checked adults available to meet our policy requirements.
2. Provide committee members with a brief training on safety, crisis response, and our Emergency Operations Plan (EOP).
3. Normalize shared responsibility for safety and engagement instead of limiting it to a small, overwhelmed group.

### **Proposed Verified Volunteer Program**

#### **Who?**

-Any willing committee members and leadership teams. This would include the Board, the Fellowship Council, and all committees that report to the Fellowship Council. I would extend this to the CUUPs Planning Circle as well, to allow for ease of intergenerational activities.

-Any additional interested congregants who wish to serve in safety-related roles

- All current and future members of the Safety Team and RE support team - If checks have been performed, the increased training will be required to continue on in these roles.

- All facilitators/hosts for current and future small groups that might meet during the week - Allowing for better facilitation of our spaces.

### **What?**

1. **Background Check** – Standard background screening for safety compliance. This should be repeated at least every 3 years, possibly more often.
2. **Training (1-2 Hours, Once Per Year or completed online/video - supplemented by optional training experiences provided by different community resources)**
  - Overview of our Safer Congregation Policy & EOP
  - Recognizing boundary violations & risk factors
  - How to respond to concerns & who to escalate to
  - Safety team orientation, and training on how to perform safety team duties.
  - Basic crisis response skills (de-escalation, paraphrasing, room awareness)
3. **Designation as a Verified Volunteer**
  - Verified individuals will have a small checkmark or other symbol on their name tag, indicating that they are a trained, safe person to bring concerns to.

### **Benefits of This Program**

#### **1. Expands Our Pool of Background-Checked Adults**

- More flexibility in who can serve as a second adult in spaces requiring them. This would alleviate so much pressure that exists on our current RE support team. Widening the number of potential RE will allow for more consistency in program, providing much needed relief for the current volunteer pool.
- Reduces reliance on the same small group of safety volunteers. I would not ask for regular shift rotation from all committee/verified members, but there would be an understanding that they may be asked to step in if needed.

#### **2. Increases Congregational Awareness & Responsibility**

- Shifts safety and engagement from being a niche concern to a community-wide practice. This culture shift is beginning to happen in many spaces, and inspires confidence and a sense of trust that meaningful safety is a priority for this community space.

- Gives people the confidence to step into leadership roles without feeling unprepared.
- Empowers individuals to feel a sense of belonging, contribution, and stewardship over this congregation. This will build up a sense of loyalty, and should improve retention.

### **3. Strengthens Crisis Readiness & Conflict Resolution**

- Ensures more people are trained in de-escalation, scanning for safety concerns, and connecting people to the right resources. In a crisis situation, this could be absolutely critical to a prepared and optimal response.
- Helps normalize conflict resolution and boundary-setting as a skill, reducing overall stress in the community.
- As our congregation shifts to have more members modeling healthy boundaries, reflective listening, etc - Those skills will spread organically. This can have impacts for a community that will help strengthen and enforce our shared values.

### **4. Preparing us for a shift into Intergenerational Community Mindset.**

- If we have sufficient saturation of Verified members, we will be able to integrate Youth and Children into our congregational activities with ease.
- The LUUMEN Committee have identified a need for more fun community engagement, and are planning to start facilitating small groups - Karaoke, Fiber Arts, etc. If there are checked adults in these committees, children and youth would be able to attend without necessitating childcare. This would live into our values of being inclusive and welcoming to families.
- If more adults who are not directly involved with RE and children begin paying attention and feeling responsible for the well being of our children, this will deepen the bonds between our different committees, allowing for a stronger community.

## **Anticipated Challenges & Solutions**

### **1. Concern: Resistance to Background Checks**

Some members may feel hesitant about submitting to a background check or may take it personally. They may see this as a barrier, and individuals who might not be able to pass a background check may feel fear of exposure, shame, or unwelcome.

**Solution:** Frame background checks as a standard best practice that ensures compliance with our policy—not an assumption of wrongdoing. There should also never be any requirement or expectation to fill this verified role, even for committee members - an individual's history should not have a bearing on their ability to participate in our congregation. I would like to propose this to committees as an ask, and I believe that there will be a positive response. The only exception is for the Safety team, the RE support team, and all OWL Facilitators. These groups will inherently work closer with Children and youth in a position of authority, and should require verification.

## 2. Concern: Volunteer Burnout & Time Commitment

People may feel this is “one more thing” they’re being asked to do.

**Solution:** Keep the training brief (1-2 hours, once per year, or completed virtually/in video format) and focused on empowerment, not obligation. Emphasize how it makes their current roles easier, not harder. The training should be full of skills and tools that would help any individual navigate life easier. I am already planning to provide more congregational skill training, with the goal of building up our community “tool-boxes” and creating space for a culture of intentional growth and learning.

I would also like to begin presenting this opportunity with more regularity to the congregation - This will reassure people that when I ask for RE support, I will be providing the needed training for people to feel confident in their ability to perform.

## 3. Concern: Who Handles Safety Concerns?

If “Verified Volunteers” are seen as approachable, how do we ensure concerns go to the right place?

### **Solution:**

- Training will include clear guidelines on when and how to escalate concerns.
- Verified Volunteers are not responsible for investigations or pastoral care—just directing concerns to the appropriate person.
- There would need to be a clear reporting chain clarified, though it exists already - any verified individual could report to a member of the Safety team, who could report to the DRE/Minister/Care team, etc.

## 4. Concern: A Sense of Alarm or Community Panic

Some members may feel uneasy if we suddenly prioritize safety in a more structured way. They may wonder: *Does this mean there is an increased risk? Is something wrong?*

### **Solution:**

- This initiative is a proactive, intentional choice to ensure that our congregation is equipped with learning opportunities and meaningful support—not a response to any specific threat. By making safety education a normal part of our congregational life, we reduce uncertainty and anxiety rather than increase it.
- Instead of focusing on fear, this program builds trust in our collective ability to care for one another. A well-prepared community is a more confident and connected one, and this shift ensures that we are practicing our values of care, inclusion, and shared responsibility in real, actionable ways.

**Additionally, this approach will:**

- Increase trust in leadership by demonstrating that safety is not just a written policy but a meaningful and adaptive practice - like our living tradition should be.
- Strengthen volunteer confidence by ensuring that those serving in safety-related roles feel informed, supported, and empowered.
- Foster a culture of preparedness where safety is integrated into our daily congregational life, rather than treated as a crisis-driven reaction.

By creating a culture of readiness, rather than alarm, we can make our congregation a place where all members—children, youth, and adults—feel both welcomed and secure.

### **Next Steps & Board Approval Request**

I am seeking Board approval to pilot this program and would like to:

1. Begin outreach to committee members, informing them of the new ask.
2. Draft a training plan and schedule sessions for initial training.
3. Work with the Safety Team to integrate this into existing security planning.

I believe this initiative will strengthen our congregation's sense of shared responsibility, support volunteers more effectively, and create a truly safer space for all.

I appreciate your consideration and am happy to discuss any concerns or modifications.



## **LUUMEN – Lifespan UU Ministry for Education and Nurture**

### **I. Purpose**

Lifespan UU Ministry for Education and Nurture (LUUMEN) exists to support and guide the Unitarian Universalist Fellowship's faith development programming across all ages. Rooted in our UU principles, we aim to nurture spiritual growth, foster community, and empower individuals to engage in meaningful exploration of values, justice, and personal beliefs.

### **II. Responsibilities**

LUUMEN is responsible for:

1. Collaborating with the Director of Religious Education (DRE)/Director of Lifespan Faith Development(DLFD)and other staff/volunteers to develop, implement, and evaluate faith development programming for children, youth, and adults.
2. Supporting recruitment, training, and recognition of volunteers, including teachers, facilitators, and advisors.
3. Advocating for the necessary resources - volunteers, budget, training, space, and materials - to ensure program success.
4. Providing opportunities for congregational feedback to improve programming and ensure alignment with UU values.
5. Promoting intergenerational activities and fostering connections across age groups within the congregation.

### **III. Membership and Meetings**

#### **1. Membership:**

- LUUMEN will consist of a minimum of 5 members, including the DRE and at least one member representing each age group (children, youth, and adults).
- Members should demonstrate a commitment to faith development and a willingness to collaborate.

#### **2. Meetings:**

- LUUMEN will meet monthly, with additional meetings scheduled as necessary. These meetings may exist in-person, or in a virtual format (zoom, facebook discussion, etc.)
- A quorum for decision-making will consist of 50% of members plus one.
- Meeting agendas and minutes will be prepared and shared with committee members in advance to ensure transparency and efficiency.

### **IV. Reporting Responsibility**

1. LUUMEN will report regularly to the congregation, governing board, and Fellowship Council to ensure transparency and alignment with broader congregational goals. These reports may be included in the DLFD monthly RE reports.
2. Reports will include updates on program successes, challenges, and any resources or support needed from the congregation or leadership.

This charter provides a clear framework for Lifespan UU Ministry for Education and Nurture's work and commitment to supporting the spiritual journey of all members of our congregation. Together, we strive to foster a community where lifelong learning, exploration, and connection thrive.

# UUA Benefit Recommendations

By Jan Gartner

February 16, 2023

<https://www.uua.org/leaderlab/benefit-recommendations>

This page provides Benefits Process Guidance as well as Recommended Benefit Levels. When providing benefits for your employees, both "how" (process) and "how much" (levels) are key to putting Unitarian Universalist values into action.



## Benefits Process Guidance

### For All Congregations

\_\_\_\_\_ We have reviewed the Recommended Benefit Levels (below).

\_\_\_\_\_ We have consistent benefit policies that apply across the whole staff team (ministers and others).

\_\_\_\_\_ Our benefit policies, including cost-sharing, are clear and transparent to all staff.

\_\_\_\_\_ We have strong administrative systems in place to ensure proper administration of benefits, including training and backups.

\_\_\_\_\_ In conversations with job applicants, we share what benefits we offer, including accurate information about the benefit level and the cost to the employee.

### For Congregations Offering UUA Benefits: Additional Guidance

**Reminder:** Eligibility criteria for UUA benefit plans are set by plan rules, not by congregational policy.

\_\_\_\_\_ We have completed the [Benefits Tune-up Workbook](#) within the past year to ensure that we are providing UUA benefits in compliance with Plan rules (legal must-do's).

\_\_\_\_\_ We regularly remind *all* staff that they can make elective contributions to their UUA Retirement Plan account (regardless of hours or length of service).

\_\_\_\_\_ We remind eligible staff of Open Enrollment in November for UUA Health and Dental plans.

## Recommended Benefit Levels

### Ministers only: Self-Employment Tax Offset (Payment in lieu of FICA)

**Recommendation:** Add 7.65% of Salary + Housing to the minister's salary.

**Explanation:** Ministers are considered self-employed for the purposes of Social Security/Medicare taxation. Therefore, the pay 100% of this tax themselves (currently 15.3%), rather than splitting the amount with their employer. The self-employment tax offset compensates the minister for the extra tax they need to pay, "leveling the playing field" with non-ministerial staff.

**Resources:** [Ministerial Compensation 101](#), [Ministerial Tax Status FAQ \(PDF\)](#)

## Insurance Recommendations

**Important Reminder:** Congregations participating in any UUA insurance plan must offer that plan to all staff working 750 hours or more annually.

### Health Insurance

**Recommendation:** Offer an employer-provided health insurance plan to each employee working 750 hours or more and their dependents. For full-time employees (30 hours/week and up suggested), cover 80% of the individual health insurance premium and 50% of the incremental cost for dependents. The portion of the premium paid by the employer may be adjusted for less than full-time staff through transparent, equitable policy. Enrollment must be done within 30 days of hire or qualifying event.

We strongly encourage congregations to offer the UUA Standard Plan (Gold level) or non-UUA equivalent, as this best protects the employee against high out-of-pocket medical expenses.

**Explanation:** Employer-provided health insurance remains the primary avenue to health care in the U.S. Coverage should be made available either through the UUA Health Plan or another health insurance plan with comparable benefits.

**September 2024 Note:** Some congregations choose to help staff pay for health insurance obtained through another source, such as an individual plan, a spouse's employer's plan, or Medicare. The UUA does not take a position on whether or not to do this. However, you need to be aware of the legalities and we urge you create a policy that's clear, transparent, and equitable. See our [Employees with Other Health Insurance](#) page, added in September 2024, to reflect our new and improved understanding of how you can help staff cover their cost of other insurance.

**Resources:** [Benefits & Highlights of the UUA Health Plan](#), [UUA Health Insurance Premium Calculator](#), [Insurance Plans & Taxes](#) (about reimbursement of other insurance)

## Long-Term Disability Insurance

**Recommendation:** Pay 100% of the premium for eligible employees and impute the cost as income on the employee's W-2 so that any disability benefits received by the employee are tax-free. *Enrollment must be done within 60 days of hire.*

**Explanation:** Loss of income due to disability can severely impact an employee and their dependents. It places an emotional, if not financial, burden on their employer. Long-Term Disability (LTD) replaces a 60% of one's pre-disability earnings after 90 days when income is lost due to disease or injury. It is among the most valuable components of a financial safety net.

**Resources:** [Benefit Details for UUA LTD](#), [General Information for UUA LTD](#), [Imputing Premium Payments](#)

## Group Term Life/Accidental Death & Dismemberment (AD&D) Insurance

**Recommendation:** Pay 100% of the premium for eligible employees. *Enrollment must be done with in 60 days of hire.*

**Explanation:** Group Term Life insurance inexpensively provides a benefit to the named beneficiary if an employee (or enrolled dependent) dies while covered. The UUA Group Term Life Insurance Plan offers coverage with a face value equal to twice the annual salary of the employee, up to a maximum of \$200,000. Spousal and dependent child coverage is also available (generally offered at the employee's expense).

**Resources:** [Benefit Details for Life/AD&D Insurance](#), [Premiums and Tax Information for Life/AD&D Insurance](#)

## Dental Insurance

**Recommendation:** Offer the opportunity to enroll in UUA Dental Plan or a comparable plan. Pay 80% of the premium for the employee (30 hours/week and up suggested) and 50% of the incremental cost of dependent coverage. The portion of the premium paid by the employer may be adjusted for less than full-time staff.

**Explanation:** Dental insurance results in savings to the insured because the base fee charged by dentists is substantially lower than that charged to those who lack insurance. Savings in the UUA Dental Plan are further amplified if the participant uses a participating dental provider.

**Resources:** [UUA Dental Insurance](#), [UUA Dental Benefit Details](#)

## Retirement Contribution

**Important Reminder:** All employees (18 or older) are immediately eligible upon hire to authorize voluntary contributions through salary deferral. Remind employees regularly!

**Recommendation:** Provide a minimum employer contribution of 10% to eligible employees. This may be a combination of base + match. If offering a match, remind employees regularly of this opportunity.

**Explanation:** Planning and saving for one's post-employment years is challenging for many. Tens of millions of American employers and employees are greatly under-funding what will be needed for even a modest retirement income. Providing a well-designed, well-managed retirement plan is central to our benefit recommendations as an expression of our commitment to justice and dignity for congregational employees.

The Unitarian Universalist (UU) Organizations Retirement Plan is an IRS qualified 401(a)/401(k) defined contribution, multiple employer, church retirement plan. This means that it was established for participating employers to provide retirement contributions to all employees who meet the governing Plan's provision regarding eligibility-service. In addition, *all* employees (18 years and older), regardless of hours or length of service, can save for retirement and reduce their current taxes by authorizing pre-tax salary reduction contributions.

When ministers' retirement contributions are in their denominationally-sponsored plan, a portion of their distributions from that plan may qualify for tax-exempt treatment, subject to IRS rules.

**Resources:** [UU Organizations Retirement Plan General Information](#), [Eligibility](#)

**Special note:** Retirement plans, including the UU Organizations Retirement Plan, contain detailed rules and specific eligibility criteria. See our [Benefits Administration Checklist \(Word\) \(PDF\)](#), as well as the [Benefits Tune-up Workbook](#).

## Vacation

**Recommendation:** Provide the equivalent of four weeks of paid vacation as a minimum to exempt staff and vacation commensurate with prevailing local standards to other employees.

**Explanation:** Congregational staff members deserve time away from work without having to sacrifice pay.

## Leave

The UUA/UUMA model ministerial agreement (on our [Employment Agreements](#) page) includes provisions for sick, extended medical, parental, family, and bereavement leave. We urge congregations to create policies that offer comparable kindness and income protection to their non-ministerial staff, as well.

## Professional Development/Continuing Education Time

**Recommendation:** Provide adequate time for continuing education for all staff. For professional staff, this includes study leave and sabbatical leave.

- Study leave: Time away each year for staff to enhance their skills and renew their spirits. A total of four weeks per year is recommended for professional staff, as defined by the congregation.
- Sabbatical leave: Accrue one month of sabbatical leave for each year of service. Generally accrues on a four- to seven-year cycle. We encourage congregations to consider providing sabbaticals for all staff.

**Explanation:** Congregational staff are leaders, modelers, and tone-setters for their congregations. Well-equipped, spirit-filled staff provide consistent, skilled, accountable leadership. This in turn builds capacity and ownership among the laity, enabling congregations to thrive.

The world of professional religious leadership is complex and ever-changing as religious life shifts in society, congregational needs evolve, innovations are tried and shared, and new best practices emerge. To serve competently, confidently, and faithfully, staff must be intentional about their professional growth and should receive support and encouragement from their congregations for their ongoing formation. In addition to strengthening the ministries of the congregation, regular professional development averts burnout, amplifies professionalism, and reinforces collegial relationships through shared learning. Sabbaticals allow staff to press pause on their work for an extended time.

**Resources:** Staff Development and Support

## Professional Expenses

**Recommendation:** For ministers, provide *the greater of* \$8,000, prorated for part-time, OR 10% of salary + housing. For professional administrative and program staff, provide *the greater of* \$5,000, prorated for part-time, OR 10% of salary. For others, appropriate funding of continuing education and business expenses.

**Explanation:** See explanation under 5. Professional Development.

**Resources:** [Professional Expense Allowances](#) (LeaderLab article)

## Personnel Policies and Practices

**Recommendation:** A designated role or group should be responsible for understanding and implementing UUA Compensation Standards, along with developing and maintaining written personnel policies covering employment basics such as new employee onboarding, job descriptions, and performance expectations.

**Explanation:** Like other employers, congregations will benefit from having personnel policies in writing so that staff are treated equitably and to avoid ad-hoc decisions or actions that could lead to allegations of favoritism or discrimination.

**Resources:** [Congregations as Employers](#) and [Sample Personnel Policy Manual](#)

For more information contact [comp@uua.org](mailto:comp@uua.org).



# Employees with Other Health Insurance: Can the Employer Pay or Reimburse?

September 5, 2024

<https://www.uua.org/leaderlab/other-insurance>

## Health Care Reform Changed What's Legal

Some of your staff may get their health insurance from a source other than the congregation – perhaps through a spouse, an individually purchased plan, or Medicare. Sometimes congregations want to help their employees pay for this other coverage.



Prior to the health care reform introduced along with the Affordable Care Act (ACA), it was fairly common for employers to make direct payments or provide reimbursements for other insurance. However, such arrangements, known as “employer payment plans,” are now generally prohibited by the ACA and should be approached with extreme caution due to regulatory penalties.

## What's Still Okay?

The easiest and most compliant way for an employer to help pay for an employee’s individually sourced health insurance is simply to increase their taxable compensation. However, to avoid the ACA employer payment plan concerns, the increase *must not* be conditioned on the employee’s purchase of insurance. In other words, the employer may not require any kind of substantiation of the insurance expense as a condition of reimbursement or payment.

## Paying for Other Insurance: Key Points

Congregations must consider matters of both law and equity before paying for an employee’s other health insurance. The UUA has prepared the guidance below for informational purposes only; these points should not be construed as specific legal or tax

advice to any entity or individual. Note that congregations are solely responsible for all legal obligations relating to any employee benefit arrangement offered outside of the UUA benefit programs, including any employer payment plan or similar offering. Congregations must consult their own legal and tax advisers for comprehensive guidance specific to their organization.

## General Guidance

The UUA does not have a position on whether congregations should help their employees pay for health insurance obtained through other sources. However, if a congregation does want to help staff pay for other health insurance, we urge the leadership to establish a clear, transparent, and equitable policy.

The simplest, most legally compliant way to help employees pay for other health insurance is to increase their taxable compensation. Such an increase cannot be contingent upon the employee's purchase of coverage nor can you require substantiation of the premium expense.

## Increasing Taxable Income

As stated above, the simplest way to help an employee pay for other health insurance is to increase the employee's taxable compensation. But because the increase cannot be contingent upon the employee's purchase of coverage, nor can the employer require substantiation of the premium expense, it is all but impossible to establish a policy based on individual employees' actual costs. We suggest making this added income a *separate line in payroll* – for tracking purposes as well as because it is not included in benefits calculations.

Leaders, we encourage you to carefully consider economic justice and equity when creating policy and applying it across the staff team.

## Other Arrangements

Additional options for helping your employees pay for other health insurance *may* include:

### *If an employee has **individual insurance***

Your congregation may be able to pay for an employee's individually sourced health insurance by establishing an arrangement pre-approved by the Internal Revenue Service (IRS) for such purpose, such as a qualified small employer health reimbursement arrangement (QSEHRA) or an individual coverage health reimbursement arrangement (ICHRA). Consult your tax or legal advisor or refer to these [Healthcare.gov](#) pages about [QSEHRAs](#) and [ICHRAs](#) for more information.

*Note:* These arrangements are incompatible with group health plans. In other words, if you offer a QSEHRA or an ICHRA plan, you cannot also offer the UUA Health Plan or any other employer-sponsored plan.

*If an employee is in an **employer-sponsored health insurance plan***

In most circumstances, employers may not reimburse employees for the cost of other group health insurance, such as a spouse's employer's plan, due to ACA prohibitions. (Under the limited situations when reimbursement of other group health insurance is permissible, the reimbursements must be post-tax unless the original premium was paid for on a post-tax basis – which is unusual.)

*Note:* QSEHRA plan funds, but not ICHRA funds (see above), can be used to reimburse for premiums and expenses associated with coverage on a spouse's plan.

*If an employee is on **Medicare***

Medicare's strict rules (and associated penalties) should be considered before an employer reimburses an employee's Medicare premiums, whether on a taxable or nontaxable basis. Medicare is governed by complex regulations, including Medicare Secondary Payer (MSP) rules that apply to employers of 20 or more employees. For most employers, it is next to impossible to create a legally compliant way to pay or reimburse an employee's Medicare costs and there are severe MSP and ACA penalties for getting this wrong. As stated above, a taxable compensation increase not contingent on substantiation of Medicare expenses may be the best option. Employers of fewer than 20 employees who still wish to implement a Medicare premium reimbursement arrangement should reference related IRS guidance provided in [IRS Notice 2015-17, Q&A-3 \(PDF\)](#).

*Note:* Medicare Supplement Plans are not subject to the above rules. If your congregation offers a supplement such as the UUA Medicare Supplement Plan, you may pay a portion of those premiums for participating staff, just as you do for regular UUA Health Plan levels.

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Please consult your legal or tax advisor regarding the tax treatment of any health insurance reimbursement arrangement.

By offering the [UUA Health Plan](#), the Office of Church Staff Finances is committed to supporting employees of Unitarian Universalist organizations in accessing quality health care that aligns with Unitarian Universalist values. In general, our staff cannot assist with non-UUA plan options, nor can we provide guidance on establishing the necessary legal plans to facilitate payments for other coverage.

*The staff of the UUA Office of Church Staff Finances are not legal or tax professionals. This material is provided for informational purposes only. Congregations are solely responsible for their legal obligations. Please be aware of applicable state law and consider consulting your own legal or tax advisor for guidance.*

For more information contact [comp@uua.org](mailto:comp@uua.org).

UUFG Board of Directors

March 20, 2025

Replacement of old John Deere mower

When UUFG first bought the zero turn Kubota mower we thought it would replace the old and battered smaller John Deere mower which was donated about 20 years prior. It was hard to part with and it soon found a new purpose in life. It could still cut smaller areas where the larger mower didn't fit or when it was in use, but more importantly it could pull a trailer.

Aside from mowing, a great deal of our yard work involves removing tree debris on the ground from sticks up to large limbs. We also trim and remove over grown vegetation. All of this is moved to the wood pile behind the large shed for pick up annually. The smaller mower with the trailer attached can travel the narrow path to the Memory Garden, go around behind the sanctuary and reach all areas of the campus. Now the old John Deere does not start at all and the repair was deemed too costly for such an old machine.

After visiting the John Deere dealer, Ag-Pro I determined that the higher end machines they offer are more than we need in a second mower. They told me at the lower end of the size range the JD mowers at Lowes are the same quality as the dealer could offer.

I recommend buying the John Deere S130 from Lowes. It lists at \$2899.

With my Lowes credit card 5% discount our price will be \$2754.05. We also get free delivery.”

This mower is similar to the old one and has a 42” deck and a 22 HP V-twin engine. The less expensive (\$400 less) model is 19 HP with a single cylinder engine. I don’t know if 2 cylinders is significantly better than one. This mower has a regular steering wheel. Many volunteers are willing to drive it who won’t drive the zero turn Kubota

See picture on page 2.

In Fellowship,

Marilyn Roberts



## **February 12, 2025 Board Minutes (with corrections)**

1. Attending: Leah Cobb Lee, Tom Mareci, Tim Christy, Norden Locke, Rev. Bell, Kristin Stevens

Visitors: Debra Neill-Mareci (Taking minutes notes for Erin Parish), Jonathan Coron (External Observer), Liz Stewart, David Willkomm, Harry Mangle; Leah Cobb Leah (Gratitude Notes)

2. Consent Agenda: passed

3. Discussions: Ministerial Search Working Group: UUA Transitions Group forming and reactivating UUFG congregation record, Contingency Planning Working Group: Harry Mangle, Erin Parish, Mary Anthony, Tom Mareci: focus on how/when to meet, contingency plans for Sunday services

4. New Visitor Postcard (for office)- under development by James Chase and D Neill-Mareci.

Motion: Tom Mareci: proceed with postcard development,  
Seconded Leah Cobb Lee. Passed unanimously.

5. Fellowship Council Charter 2nd reading, next Board meeting 3rd reading (final).

6. Fellowship Council Report: Tabling Permissions; currently no review (Cam schedules). Kristen: current charter: someone must have a running group to ask for table via Cam. A person

who is not a leader but doing independent work may use a table in the Phillips Hall after Sunday service? Cleared with Cam. Fellowship Council is advertised thru News and Needs listserv.

7. Safety Committee report: Jonathan Coran and David Willkomm.

- a. Planning active shooter training, dates to be determined
- b. Planning CPR training: dates to be determined; last time two years ago
- c. Conversation on dealing with visitors who are troublesome and procedures for care

8. Ameris Bank safety deposit box: determined to be empty, UUFG deed and possibly other paperwork not found. Funds for keeping safety deposit box questionable.

9. Board Retreat: Board Retreat March 16<sup>th</sup>

10. Proposed policy revisions (Agenda Attachment 5), same as Nov 2024 (Kristen Stevens)

- a. Removal of AMP-1 friends and Other non-members; may be already removed
- b. GOV-5 Employment to replace Per-3 Hiring Authority and revised for more clarity for Personnel Committee hiring process and who is responsible for those steps.



c. Employment Review: employee job review every year, supervisor will review with Personnel Committee. This annual process must be done yearly (previous history not done).

11. Marilyn Roberts got quote for tree removal (\$1050) in flood overflow zone at entrance to UUFG.

Motion: Leah Cobb Lee: Move to approve \$1050 for tree removal from flood collection area, Tim Christy: seconded, passed unanimously.

12. Tom Mareci working on UUFG history that would cover start and current day information

13. Emerging Concerns: none

14. Calendaring/Action items:

a. UUFG 75th Anniv> March 2027

b. Leah: get UUA immigrant support signage

c. Converse with Mary Anthony/Cam Pierce about UUFG deed location and safety deposit box

d. Note changes to lease for Joy of the Lord renters

15. Gratitude notes: get well card for Erin P, thank Susan Christy for auction success

16. Board process observer: Jonathan Coron says excellent use of time and the positivity of group

17. Next meeting Feb 25, 2025,  
Adjournment 8:00 P