

Religious Education Committee Meeting Minutes

Sunday, January 11, 2015

- Meeting opened at 12:08pm. In attendance: Michael Pohl (chair); Dolores Benjamin (treasurer); Meredith Keith-Chirch; Beate Hughes-Brown; Morgan Gresham (secretary); Jack Donovan.
- Meredith moved to approve December 14 and December 28 minutes. Beate seconded. All approved.
- Action item status
 - **Meredith and Beate** will present recommendation on Lead Instructor(s) to the RE Committee on December 28.
 - Done.
 - **Beate** will compile notes on vision and mission statements.
 - Done.
 - **All** will meet December 21 to continue RE visioning process.
 - Done.
 - **Michael** will coordinate scheduling through the end of January.
 - Done.
 - **Michael and Morgan** will purchase gift card and present to Joe.
 - Done.
 - **Michael** will present the part-time instructor offer to Patricia.
 - Done.
 - **Meredith** will talk with Lisa about occasional coverage as a paid RE instructor.
 - Done.
 - **Meredith** will contact Katie about dates through the end of the year.
 - Done.
- New business
 - Treasurer report
 - Dolores presented the report from Sally.
 - Dolores noted that the nursery workers requested play food for the nursery.
 - **Beate** will attempt to locate wooden or felt play food for the nursery.
 - **Dolores** will contact Sally about the RE budget to separate salaries for assistant teacher and lead teacher.
 - Scheduling through the end of the church year
 - Instructors scheduled through June 21, 2015.
 - **Michael** will contact Trish and Katie to confirm instructor schedule through June 21, 2015.
 - Program publicity
 - **Michael** will put the updated RE program schedule on the UU St. Pete website and calendar.

- **Beate and Lisa** will create a printable calendar for RE classes.
 - **Michael** will email the updated RE program schedule to families.
 - RE Purpose, Path, and Resources
 - Meredith moved to approve the RE Purpose, Path, and Tactics as amended. Beate seconded. All approved.
 - Budget plan
 - Michael presented a budget worksheet with preliminary coordinator and instructor budget figures.
 - Committee completed a staffing plan for the remainder of FY 2014-15:
 - Implement a second RE class using \$900 out of the existing RE program budget.
 - Hire a part-time (6 hrs/wk) RE Coordinator for mid-March through June. Would require an additional \$1,550 personnel budget.
 - Committee completed a staffing plan for FY 2015-16:
 - Part-time (8 hrs/wk) RE Coordinator
 - All-ages yoga/meditation once per month
 - Two age-specific classes on remaining Sundays
 - Total personnel budget of \$11,800
 - Recommendation to the Board
 - Consensus approval for Meredith and Michael to present the following at the January 14 Board of Trustees meeting:
 - RE Purpose and Path
 - Staffing and personnel budget recommendation for the remainder of FY 2014-15
 - Staffing and personnel budget recommendation for FY 2015-16
- Action item review
 - **Beate** will attempt to locate wooden or felt play food for the nursery.
 - **Dolores** will contact Sally about the RE budget to separate salaries for assistant teacher and lead teacher.
 - **Michael** will contact Trish and Katie to confirm instructor schedule through June 21, 2015.
 - **Michael** will put the updated RE program schedule on the UU St. Pete website and calendar.
 - **Beate and Lisa** will create a printable calendar for RE classes.
 - **Michael** will email the updated RE program schedule to families.
 - **Lisa** will review UU St. Pete Facebook page to see what kinds of changes need to be made to page type to allow for better updates.
 - **Michael and Meredith** will present our recommendations to the Board.
 - **Lisa** will complete and distribute an inventory of RE supplies.
 - **Lisa** will review upcoming Tapestry of Faith lessons and determine what materials are needed and what materials are in our current inventory.
- Meeting adjourned 1:45pm.

Minutes approved February 8, 2015