

Committee/Group:	BOT	Chair: Facilitator/Observer:	Renee Buchanan, President TBD, monthly
Date:	2023-05-17	Minute Taker:	Sophie Hannauer, Secretary
Location:	In-person meeting -Front lobby Hybrid- zoom link https://zoom.us/j/91694077214	Meeting started:	6:35 pm
Members Present:	Karol, Deb, Renee, Tom, Karen, Sophie, Glen, Heike	Meeting adjourned:	8:30pm
Others Present:		Version:	Draft
Charge:	https://docs.google.com/document/d/1DGMyiayZutYULViRe60L8Xt9qiqYQgyj/edit?usp=sharing&ouid=113996274166732070477&rtpof=true&sd=true	Opening/Closing Words: Facilitator/Observer: Minister of Delight:	Rev. Karen Karol Tom

Goal	Time	Agenda item (Length)	Discussion	Action
Gather & Grounding	6:30 - 6:50 PM	Welcome & Light Chalice Check-in Delight Centering time (opening words) covenant		
Vote	6:48 - 6:55 PM	Adopt Agenda <u>Consent Agenda:</u> <ul style="list-style-type: none"> Last months meeting minutes Treasurer's Report: Glen; C-19 SPTF Report: Deb; Minister's Report: Karen 	<u>Items to add to the agenda</u> <ul style="list-style-type: none"> Vote to approve moving payment processes to Breeze Inviting Just Bakery to sell goods at Reeb on some Sundays <u>Items pulled from consent agenda</u> <ul style="list-style-type: none"> New draft of COVID policy 	<u>Decision</u> BOT agreed by consensus to adopt the consent agenda.
Discuss	6:55 - 7:28 PM	Ministry Focus 1. Old Business a.	Review ahead of time: draft evaluation procedure and evaluation matrix	<u>Decisions</u>

		<p>2. New Business</p> <p>a. COSM- Review/discuss/vote? updated evaluation procedure and matrix</p>	<p><u>COSM</u> Reviewed changes to evaluation matrix and procedures</p> <p><u>Just Bakery</u> Nonprofit organization that provides job training to people in the community who are having difficulty finding employment. Before COVID, they used to sell baked goods after service once a month. Who's purview is it to organize/allow this again? Board decided that in lieu of a building use policy, the BOT should do so. A building use policy for these kinds of situations is needed. Benefits to an arrangement with Just Bakery: would bring more people into services, serve as a bonding community building experience for the congregation.</p>	<p>BOT voted to approve the draft minister's evaluation matrix and procedure</p> <p>BOT agreed by consensus to allow Just Bakery to sell goods after service once every other month</p>
Rejuvenate	7:28 - 7:35 PM	Stretch Break		
Discuss	7:35 - 8:22 PM	<p>Governance Focus</p> <p>1. Old Business</p> <p>a. Board Manual- brainstorm- write down retreat style "What I wish I had known at the start of my term"</p> <p>2. New Business</p> <p>a. Quorum count: Virtual and in-person</p> <p>b. Policies- Take off websites? Task Force to clean up? What is</p>	<p>Review ahead of time: Policy List</p> <p><u>Breeze payment system</u> Glen would like approval from the Board to begin the process of switching from Donor Box/Stripe for online contributions to Breeze instead. This way no one will have to manually enter those payments into Breeze anymore. For future consideration: Breeze also has the ability to pull contributions from checking accounts, which we currently do manually.</p> <p><u>June 11 Listening Session</u></p>	<p>Decisions BOT voted to allow Glen to proceed with the transition to Breeze for online contributions.</p> <p>June meeting rescheduled to 14th, with potluck starting at 6.</p> <p>Cancel June 3 retreat, do reflections on the year at the June 14 meeting instead.</p> <p>Let Susan P. know to take all policies off the website for now until we</p>

		<p>public vs non-public? Does it matter?</p> <p>c. Board listening session: 11-Jun Congregational and Financial Health</p> <p>d. Listening session: Ask COVID task force to lead discussion TBD June- agree?</p> <p>e. Move June meeting: GA conflict: Wed 14-Jun (1st) Wed 28-Jun (2nd) Start 6:00 and do potluck before mtg</p> <p>f. Retreat: Cancel on Sat 03-Jun?</p>	<p>Topic: congregational and financial health. Will be held after service as a hybrid meeting with the Zoom coffee hour.</p> <p><u>COVID Task Force</u> Board feels that the COVID task force should host a listening session about a potential version 5 of the plan, ideally as soon as possible before people adjust to their summer schedules. A targeted survey of the congregation would also be a good idea.</p> <p><u>Annual Meeting Logistics</u> Karol will count quorum and votes on Zoom. Tom and Deb will count in person. There will be a printed sign in sheet for in-person attendees. Announce at the end of service that people should check themselves off if staying for the meeting. Sophie will be taking notes.</p> <p>Discussed meeting rules, agreed to have the congregation vote on them at the start of the meeting (since we are no longer using Robert's rules).</p> <p><u>Policies on the Website</u> Take all non-current policies off the website until we can determine if they are accurate. The next BOT will have to go through policies and find the most current versions.</p>	<p>have determined which ones are current.</p> <p><u>Action Items</u> Deb will suggest to the COVID task force that they host a listening session, and that Sophie has offered to help develop a survey.</p> <p><u>Tabled</u> Board manual</p>
Discussion	8:22 - 8:25 PM	Observations: Process and White Supremacy Culture (WSC)	Everyone was talkative, and there was lots of back and forth discussion, not just going along with everyone else. Excited by our decision to partner with Just Bakery because that is in line	

			with our goal of having partnerships and solidarity in the community. 3 decisions made! Everyone liked the new meeting room.	
Decision	8:25 - 8:27 PM	Next Meeting's Roles		<u>Decisions</u> <ul style="list-style-type: none"> - Facilitator/Observer: Karen - Opening/Closing Words: - Minister of Delight: Potluck! <u>Action Items</u> <p>Heike will send an email to organize the potluck with the new BOT members.</p>
Conclude	8:27 - 8:30 PM	Check-out Extinguish Chalice		