

<b>Committee/Group:</b>	<b>BOT Monthly Meeting</b>	<b>Chair:</b>	<b>Karol Niemann, President</b>
<b>Date:</b>	<b>2024-Dec 17</b>	<b>Minute Taker:</b>	<b>Elaine Morrison, Secretary</b>
<b>Location:</b>	<b>Reeb in person</b>	<b>Meeting started:</b>	<b>18:35</b>
<b>Members Present:</b>	<b>Karen A, Jean S, Michael N, Rachel A, Rand H, Karol N, Elaine M</b>	<b>Meeting adjourned:</b>	<b>PM</b>
<b>Others Present:</b>		<b>Zoom Link (when needed)</b>	<a href="https://zoom.us/j/92128797359?pwd=R2pWbWdydmMvWDQ0ai94b1BHUTYrUT09">https://zoom.us/j/92128797359?pwd=R2pWbWdydmMvWDQ0ai94b1BHUTYrUT09</a>
<b>Charge:</b>	<a href="https://docs.google.com/document/d/1DGMyiayZutYULViRe60L8Xt9qiqYQgyj/edit?usp=sharing&amp;oid=113996274166732070477&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1DGMyiayZutYULViRe60L8Xt9qiqYQgyj/edit?usp=sharing&amp;oid=113996274166732070477&amp;rtpof=true&amp;sd=true</a>	<b>Facilitator/Observer:</b> <b>Minister of Delight:</b> <b>Opening Words:</b>	Michael Karol Rev. Karen

	Goal	Time	Agenda item (Length)	Discussion	Action
1	Gather & ground	6:30-6:40 PM	Welcome & Light Chalice- <a href="#">covenant</a> Centering Time Check-in		
2	Decide	6:40-6:45 PM	<u>Consent Agenda (what's this?):</u> <a href="#">DECEMBER BOT Monthly Meeting Folder</a> <ul style="list-style-type: none"> <li>• <a href="#">Last month's meeting minutes</a></li> <li>• <a href="#">Treasurer's Report</a></li> <li>• <a href="#">Balance sheet</a></li> <li>• <a href="#">Minister's report</a></li> </ul>	List things from the Consent Agenda to be discussed more fully during this meeting: <ul style="list-style-type: none"> <li>• Treasurer's Report (omitted in November)</li> </ul>	<b>Decision:</b> Consent agenda <b>approved</b> by consensus
			<u>Adopt meeting agenda</u>		<b>Decision:</b> Meeting agenda <b>adopted?</b> by consensus
3	Discuss	6:45-6:55 PM	Last meeting's process observations: <ul style="list-style-type: none"> <li>• Taking time to pause and give space to speak</li> <li>• Still getting used to when to discuss topics within the agenda format</li> <li>• Pleasantly disagree at time</li> </ul>		

			<ul style="list-style-type: none"> <li>Increased consciousness of time makes it easier to keep on track with the agenda</li> </ul>		
	Discuss	0:00-0:00 PM	<b>Housekeeping / Informational</b>	-	
4	Discuss	6:55-7:30 PM PM	<b>Ministry Focus</b> Add topics during meeting - list the things we want to discuss, then prioritize them and assign how much time we'll spend on each		
			<b>Topic 1: Membership/Stewardship plan for conversation with congregants (15 min)</b>	Community Connections Campaign  -Possible neighborhood groups -Questions for conversations -Leaders/Facilitators  Breeze Launch imminent Re-do time and talent on a recurring basis (2, 3, 5 years?)	<u>Decision</u>  <u>Tabled</u>  <u>Discuss over email: _____</u>
			<b>Topic 2: Budget process and possible budget forum (15 min)</b>	<u>Draft Operating Budget Committee charge</u> Forum provides people a chance to look at the numbers before the annual meeting <ul style="list-style-type: none"> <li>Timed once we've created a first draft of the 2025-2026 budget? March BOT meeting?</li> <li>What our current efforts are</li> <li>What are our projections - what do we have in pledges and are people meeting them?</li> <li>Maybe use the 3/23 listening session for this? OBC could present it?</li> </ul>	<u>Decision Use March Listening session as a budget forum</u>  <u>Tabled</u>  <u>Discuss over email: _____</u>
<b>Topic 3: How to share "Share the Plate" donations with congregation</b>	During announcements? Before offering? Once a month "Treasurer's announcements"? Or just in a weekly newsletter?	<u>Decision Weekly newsletter and bulletin board in foyer</u>  <u>Tabled</u>  <u>Discuss over email: _____</u>			

			<b>Topic 4: MOMS Sign</b>	Asking to post a permanent sign with organization name, mission/description, QR code for donations	
5	Refresh	7:30-7:35 PM	<b>Stretch Break (5 minutes)</b>		
6	Discuss	7:35-8:20 PM	<b>Governance Focus</b> Items listed and prioritized by Executive Committee after consulting with <a href="#">agenda-building sheet</a>		
			<b>Topic 1: Budget conversation (15 min)</b> -standing item to discuss ways we can reduce the budget deficit	Treasurer’s Report: How we are faring vis-a-vis 2024-25 budget so far. What accomplished.	<b>Decision</b> <u>Add note to the newsletter about year-end donations</u>  <u>Increase credit limit to \$15K :</u> <u>Approved by consensus</u> <b>Tabled</b>  <u>Discuss over email:_____</u> Continue researching the requirements to obtain employer/corporate match  Increase credit limit for JRUCC credit cards -Fees for exceeding limits -Freezes account
			<b>Topic 2: Listening Session questions for 1/12 (15 min)</b>	Sharing Reeb with others: “Share your stories about a time when you have told friends or family about Reeb. Have you invited someone to a service? Or, added a comment in the chat on social media that let people know about this wonderful congregation? UUs are often more hesitant to do anything that feels like evangelizing, but we know there are people that need to find this place and could help us grow in new ways.	<b>Decision</b>  <b>Tabled</b>  <u>Discuss over email:_____</u>

				How do you describe the best parts of Reeb to others?	
			<p><b>Topic 3: <a href="#">Board goals</a> and actions (15 min)</b></p> <p>- Updates:</p> <ul style="list-style-type: none"> <li>● Rental Team charge</li> <li>● Governance and Ministry visual aid</li> <li>● Safer Congregation policy (disruptive behavior, Sunday morning safety)</li> <li>● Post Board goals</li> <li>● Charges for Board and Committees</li> <li>● Board-led worship service</li> <li>● Gifts in Kind Policy Review/Update</li> </ul>	<p>Visual Aid: Meeting date in January</p> <p>Board Service: Lots of discussion/conversation after service; good feedback</p> <p>Rental Team: Finding time to create a charge</p>	<p><b>Decision</b></p> <p><b>Tabled</b></p> <p><u>Discuss over email:</u> _____</p>
			<b>Topic 4: xxyyz</b>		<p><b>Decision</b></p> <p><b>Tabled</b></p> <p><u>Discuss over email:</u> _____</p>
7	List decisions made				
8	List topics to revisit later				
8	Decide	8:20-8:22 PM	Agenda-building for next meeting Roles for next meeting ( <a href="#">add items here</a> whenever you think of them)		Facilitator/Observer: Rachel Words for Centering: Rev. Karen Minister of Delight: Michael
9	Review	8:22-8:27 PM	Observations: Process, <a href="#">White Supremacy Culture</a> (WSC) and <a href="#">antidotes</a>	Allowed some flexibility on agenda timing	

				Overall, arrived on time Lots of humor!	
10	Conclude	8:27- 8:28 PM	Check-out (one word? one sentence? etc) Extinguish Chalice		