

Committee/Group:	BOT	Chair:	Karol Niemann, President
Date:	2025-MARCH-18	Minute Taker:	Elaine Morrison, Secretary
Location:	Reeb in person	Meeting started:	06:35 PM
Members Present:	Rev. Karen, Rand, David L., Elaine M., Rachel, Jean, Karol	Meeting adjourned:	PM
Others Present:		Zoom Link (when needed)	
Charge:	https://docs.google.com/document/d/1DGMyiayZutYULViRe60L8Xt9qiqYQgyj/edit?usp=sharing&ouid=113996274166732070477&rtpof=true&sd=true	Facilitator/Observer: Minister of Delight: Opening Words:	Rachel Rand Rev. Karen

	Goal	Time	Agenda item (Length)	Discussion	Action
1	Gather & ground	6:30-6:50 PM	Welcome & Light Chalice- covenant Centering Time Check-in		
2	Decide	6:50-6:55 PM	<u>Consent Agenda (what's this?):</u> <ul style="list-style-type: none"> Last month's meeting minutes Treasurer's Report Balance sheet Minister's report Current month's meeting folder	List things from the Consent Agenda to be discussed more fully during this meeting: <ul style="list-style-type: none"> Breeze and ACH transactions Question on the treasurer's narrative Is there a better way to build our agenda? What's the process for a congregant to bring a thing to the Board? 	Decision: Consent agenda <u>approved?</u> by consensus (including last month's meeting minutes) Yes, approved by consensus
			<u>Adopt meeting agenda</u>		Decision: Meeting agenda <u>adopted?</u> by consensus Yes, adopted by consensus
3	Discuss	6:55-7:00 PM	Last meeting's process observations: <ul style="list-style-type: none"> Efficient for early parts of the agenda thoughtful and thorough for more difficult topics 		
	Discuss	7:00-7:03 PM	Housekeeping / Informational Agenda building for Executive and BoT meetings	- Use spreadsheet for advanced planning Use consent agenda process to add items during the current meeting	

4	Discuss	7:03-7:33 PM	Ministry Focus Add topics during meeting - list the things we want to discuss, then prioritize them and assign how much time we'll spend on each		
			<u>Topic 1: Reeb culture around masking</u>	Covid task force disbanded Less data readily available from official sources Masks make communication harder for those with hearing impairments Variety of masks visibly and readily available -Including for singing Consent stickers/signage Signage: Protecting those we love Constant air circulation during services & other activities (exchange/turnover monitor?)	<u>Decision</u> <u>Tabled</u> <u>Discuss over email: _____</u>
			<u>Topic 2: Things pulled out of minister's report</u>		<u>Decision</u> <u>Tabled</u> <u>Discuss over email: _____</u>
			<u>Executive session additions</u>		<u>Decision</u> <u>Tabled</u> <u>Discuss over email: _____</u>
5	Refresh		Stretch Break (7 minutes)		
6	Discuss	7:45-8:20 PM	Governance Focus Items listed and prioritized by Executive Committee after consulting with agenda-building sheet		
			<u>Topic 1: Budget conversation-</u> standing item to discuss ways we can reduce the budget deficit	Solidify plans for 3/23 so it's a great conversation <ul style="list-style-type: none"> • Ongoing trend of deficits-starting in 2017, not in 2020-21, all subsequent years • Are our dreams beyond our means? • What are the tradeoffs for a balanced or deficit budget? • Can we continue to support all of our staff? • Is our building too big for our needs? 	<u>Decision</u> <u>Tabled</u> <u>Discuss over email: _____</u>

				<ul style="list-style-type: none"> Are we making the best use of our building? Other ideas for external revenue/fundraising? Endowment Committee <ul style="list-style-type: none"> 	
			Topic 2: Rental policy updates (approving changes to the language in several documents). Link to folder .	Ask Sophie and Rand to do the final review	<u>Decision Approved by consensus</u> Tabled Discuss over email: _____
			Topic 3: Banking/Financial in Breeze: Donations via ACH Topic 4: Process for bringing questions or topics for discussion to the BoT and/or annual meeting		<u>Decision Proceed with setting up ACH transfers in Breeze</u> Tabled: Bringing topics to BoT and/or Annual Meeting Discuss over email: _____
			Topic 4: Updates on Board goals		<u>Decision</u> Tabled Discuss over email: _____
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 (add items here whenever you think of them)		Facilitator/Observer: Jean Words for Centering: Rev. Karen Minister of Delight: Karol

					(Rachel will by MoD in May)
9	Review	8:22-8:27 PM	Observations: Process, White Supremacy Culture (WSC) and antidotes	<ul style="list-style-type: none"> -Making space for difficult topics even if we aren't staying on schedule -Openness but also willingness to disagree 	
10	Conclude	8:27-8:28 PM	Check-out (one word? one sentence? etc) Extinguish Chalice		