

<b>Committee/Group:</b>	<b>BOT</b>	<b>Chair:</b>	<b>Karol Niemann, President</b>
<b>Date:</b>	<b>2025-05-20</b>	<b>Minute Taker:</b>	<b>Rachel Avery, President-Elect</b>
<b>Location:</b>	<b>Zoom</b>	<b>Meeting started:</b>	<b>6:30 PM</b>
<b>Members Present:</b>	<b>Rev. Karen Armina, Jean Skinner, David Lauth, Michael Nunley, Rand Hill, Karol Niemann, Rachel Avery</b>	<b>Meeting adjourned:</b>	<b>8:38 PM</b>
<b>Others Present:</b>		<b>Zoom Link (when needed)</b>	<a href="https://us02web.zoom.us/j/86435200023?pwd=5FKcrRkVreKlf17QEm43Na7tiGDsGS.1">https://us02web.zoom.us/j/86435200023?pwd=5FKcrRkVreKlf17QEm43Na7tiGDsGS.1</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>	David Jean 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 (<a href="#">what's this?</a>):</u> <ul style="list-style-type: none"> <li>• Last month's <a href="#">meeting minutes</a></li> <li>• <a href="#">Meeting minutes from special budget session</a></li> <li>• Treasurer's Report</li> <li>• Balance sheet</li> <li>• Minister's report</li> </ul> <a href="#">Current month's meeting folder</a>	List things from the Consent Agenda to be discussed more fully during this meeting: <ul style="list-style-type: none"> <li>&gt; Minister's Discretionary fund expense</li> <li>&gt; Transition of roles from Kelly Kearns</li> </ul>	<b>Decision:</b> Consent agenda <u>approved?</u> by consensus (including last month's meeting minutes)  Consent agenda approved
			<u>Adopt meeting agenda</u>	Any items to add to the agenda <ul style="list-style-type: none"> <li>&gt; CD maturing at Park Bank in June</li> <li>&gt; Finance meeting time in relation to Board meetings (will discuss more fully at next month's Board meeting)</li> <li>&gt; Narcan spray</li> </ul>	<b>Decision:</b> Meeting agenda <u>adopted?</u> by consensus  Note: Karol/Rev.Karen/Rachel will meet separately about decompression from annual meeting

3	Discuss	6:45-6:55 PM	<p>Last meeting's process observations:</p> <ul style="list-style-type: none"> <li>-Patient with complications for starting the meeting</li> <li>-Flexible about agenda adjustments</li> </ul>		
	Discuss	7:00-7:05 PM	<b>Housekeeping / Informational</b>	Shall we invite next year's Board members to the June 10 meeting (Zoom)?	Yes - action = Rachel A. will invite the new Board members
4	Discuss	7:05-7:20 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: Covid/Health and Safety policy and masking</b>	<p>Discuss health issues in general, masking, other ways we can engage in community care</p> <p>Hear Rand's Idea for creating a separately vented section of the sanctuary</p> <p>&gt; Rand and Ed K. looked at the space. Area of the sanctuary that leads to the passageway to the multi-purpose room, using box fans to bring in more air. Looking for more circulation of air in the sanctuary.</p> <p>&gt; Can we measure current conditions in the sanctuary are to see if changes are needed? Ensure changes are needed before adding more noise in the sanctuary if not needed.</p> <p>Include conversation about the possibility of a scent-free area in the sanctuary</p>	<p><b>Decision</b></p> <p>Rev. Karen to ask recent guest what device they used to measure air flow. We would need to test in multiple places within the sanctuary. Average number could be posted to the website.</p> <p><b>Tabled</b></p> <p><u>Discuss over email:</u> _____</p> <p>Consensus is that no action is necessary.</p>
			<b>Topic 2: Pull things from minister's report</b>	Narcan spray	<p><b>Decision</b></p> <p>Narcan on the premises - we agree we would like it in the building. Action = Rev. Karen talks to MOMS and greeters (see if they want to be part of training). At</p>

					<p>minimum they would be comfortable directing someone else where it is located. Best case scenario, they receive training on how to administer. Action = Jean is going to find out if someone from the health department might come and give an educational session.</p> <p><b>Tabled</b></p> <p><u>Discuss over email:</u> _____</p>
			<b>Topic 3:</b>		
5	Refresh	7:20-7:25	<b>Stretch Break (5 minutes)</b>		
6	Discuss	7:25-8:20 PM	<p><b>Governance Focus</b>  Items listed and prioritized by Executive Committee after consulting with <a href="#">agenda-building sheet</a></p>		
			<p><b>Topic 1: Budget conversation-</b> standing item to discuss ways we can reduce the budget deficit</p>	<p>Identify for ourselves the areas we'll prioritize for increases if we get more money before June 8</p> <ul style="list-style-type: none"> <li>● APF donation: \$1000</li> <li>● Staff compensation \$2000</li> <li>● Staff Professional Development \$2000</li> <li>● Sabbatical fund: \$1075</li> </ul> <p>Keep an eye on things as FY 2025-2026 progresses and change things if we can  &gt; At this time , no new donations. Will revisit at June 10th meeting. <i>Noted above are what we trimmed in making our budget, so those are things we could restore.</i></p> <p>CD discussion (maturing in June at Park Bank)</p>	<p><b>Decision</b>  Final push - separate email, letting people know how much of the match is left for one-time donations and pledge increases. Include a note to the effect that if we finish the match, all the bullets (see to the left) can be restored, but not give the dollar amounts. Aim to send out Thursday morning. Action = Karol to draft, and send to Rev. Karen and Rachel.</p>

				<p>Timing of finance meeting</p> <ul style="list-style-type: none"> <li>● CD started at \$50k, so will be a bit more than that. That money came from our reserve (not the endowment). Maturity date is June 21, 2025 (Michael will see if there is a grace period after that to move the funds).</li> <li>● Choices to look at, 6-month versus a 12-month (currently 3.8% versus 4.0% at Park Bank). Shorter term gives us more flexibility if we suddenly need our reserves.</li> </ul> <p>Endowment Committee</p> <ul style="list-style-type: none"> <li>● We had a committee before (fell apart during Covid). We currently do not have this committee.</li> <li>● Need 3 people.</li> </ul>	<p>Karol to reach out to Nominating Committee to see if they are open to suggesting folks for the Endowment Committee</p> <p><b>Tabled:</b> At next meeting, make decision.</p> <p><u>Discuss over email:</u></p>
			<p><b>Topic 2: June 8 listening session focus and questions</b></p>	<p>Signs for marginalized communities, visible on our building. What can we get behind? What are we called to do? Safety concerns? Specific things to address:</p> <ul style="list-style-type: none"> <li>● ICE</li> <li>● Trans lives</li> <li>● Immigrants</li> <li>● Gaza</li> <li>● Values (JETPIG?)</li> <li>● Leave room for ideas for questions for future sessions</li> </ul> <p>Is there room in our Board/Ministerial listening sessions for less structured conversation (i.e. opening the floor)? We see these neighborhood gatherings led by Stewardship as being a way to get some of this other input. Some shared that conversations have been more productive when there are specific topics/questions.</p>	<p><b>Decision</b></p> <p>June 8 listening session will focus on signage on the building or statement we might want to make.</p> <p><b>Tabled</b></p> <p><u>Discuss over email:</u> _____</p>

			Can we ask the neighborhood group leaders to provide the Board with ideas for future Board listening sessions? That information is going to the COSM and also the Stewardship Team. Example from Karol's group, question about why folks weren't lighting their own J&Sc candles	
		<b>Topic 3: Executive session</b>		<u>Decision</u> <b>Tabled</b> <u>Discuss over email: _____</u>
		<b>Topic 4: Updates on <a href="#">Board goals</a></b>	<p>Congregation Safety Policy - David and Rev. Karen meeting Friday</p> <p>Jean needs help with reviewing charges, getting them all moved to one place. May meet with Michael and Rev. Karen as there is time.</p> <p>Rentals - we made rental money during our meeting tonight since we were online! Bryan waiting to use new online rental payments until Breeze set up (current website goes to current system, not Breeze). Bryan is taking the new rental documents and turning into an online form. Rev. Karen working with 3 folks interested in rentals on the charge and bringing in rentals (Elaine Pridgen, Ingrid, and Ed Kuharski)</p> <p>Ministry and Governance visual - hoping to finish before July! Thank you Karol, Jean, and Rev. Karen.</p>	<u>Decision</u> <b>Tabled</b> <u>Discuss over email: _____</u>

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: Michael Words for Centering: Rev. Karen Minister of Delight: Elaine
9	Review	8:22-8:27 PM	Observations: Process, <a href="#">White Supremacy Culture</a> (WSC) and <a href="#">antidotes</a>	Flexible about adding agenda items and changing some of the times.  We handled some challenging conversations together, respectfully, understanding that not everyone felt the same way. Good participation from everyone.	
10	Conclude	8:27-8:28 PM	Check-out (one word? one sentence? etc) Extinguish Chalice		