

Committee/Group:	BOT	Chair:	Rachel Avery, President
Date:	2025-07-30	Minute Taker:	Elaine Morrison, Secretary
Location:	Reeb in person	Meeting started:	6:37 PM
Members Present:	Rev. Karen, Heike, Jean, Elaine M, Virginia H, Rachel, Marla	Meeting adjourned:	08:29PM
Others Present:		Zoom Link (when needed)	
Charge:	https://docs.google.com/document/d/1DGMyaiyZutYULViRe60L8Xt9qiqYQgyj/edit?usp=sharing&oid=113996274166732070477&rtpof=true&sd=true	Facilitator/Observer: Minister of Delight: Opening Words:	Jean Virginia Rev. Karen

	Goal	Time	Agenda item (Length)	Discussion	Action
1	Gather & ground	6:30-6:40 PM	Welcome & Light Chalice- covenant Centering Time Check-in		
2	Decide	6:40-6:50 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"> • Discredit UU as a faith • Stewardship Team reforming • Neighborhood gatherings update 	Decision: Consent agenda <u>approved?</u> by consensus (including last month's meeting minutes); approved by consensus
			<u>Adopt meeting agenda</u>	Check signers	Decision: Meeting agenda <u>adopted?</u> by consensus—Yes
3	Discuss	6:50-6:55 PM	Last meeting's process observations: <ul style="list-style-type: none"> • Good participation • Variation between actual time and planned time • Politely raised points of discussion 		
	Discuss	6:55-7:20 PM	Housekeeping / Informational <ul style="list-style-type: none"> • Training on what Board members do on Sunday morning. Sign up is here (Aug 17, 24, 31 for example) 	<ul style="list-style-type: none"> • Training - sign up on the calendar <ul style="list-style-type: none"> ○ Count people and enter on spreadsheet ○ Read the announcements 	Action for Board Retreat: Virginia will set up Doodle poll for Board Retreat—try for a September weekend day

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			<ul style="list-style-type: none"> Overview of governance structure and roles of Board and minister Mention Board Retreat - when to schedule Schedule Board meetings (needs to be in 4th week of the month to allow for finance meeting to be completed in the 3rd week) Review BOT job descriptions Check signers 	<ul style="list-style-type: none"> Count and store the \$\$ <p>Board retreat: Likely September and a weekend</p> <p>Board meetings -</p> <ul style="list-style-type: none"> September meeting on Zoom Tuesday - okay for everyone Wednesday - less ideal for one person 	<p>Action = Rachel contact David about Tue vs. Wed</p> <p>Review job descriptions and discuss at next meeting</p> <p>Provide the following names to Park Bank: Marla, Jean, Rachel</p>
4	Discuss	7:20-7:50 PM	<p>Ministry Focus</p> <p>Add topics during meeting - list the things we want to discuss, then prioritize them and assign how much time we'll spend on each</p> <p>Topic 1: <u>Minister's report</u> questions</p> <p>Potential efforts to discredit UU faith tradition?</p> <p>Stewardship Team/neighborhood gatherings</p>	<p>No current threat to UU losing 501c3 status as a religion, but the UUA is preparing if that is threatened. Important to not shy away from religious language</p> <p>Stewardship - time and talent. Is fundraising more like governance? There is no current stewardship team.</p> <p>Neighborhood gatherings are finishing up and data is being compiled.</p>	<p>Decision</p> <p>Tabled</p> <p>Discuss over email: _____</p>

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			Topic 2: Review Director of Family Ministry job description	Continue discussion of volunteer coordinator role possibilities.	Decision Approved to move forward with current budget and job description Tabled <u>Discuss over email:</u> _____
			Topic 3: Approve potential COSM members Jocie Luglio, Renee Buchanan, Jeanette Clawson, Sarah Cook, Mary Pitassi, Randy Coloni	We like having at least one member who is primarily a Zoom attendee: Sarah, Mary, Jeanette	Decision All these people are good asks, Karen will make sure there's a mix of kinds of attendees Tabled <u>Discuss over email:</u> _____
5	Refresh		Stretch Break (5 minutes)		
6	Discuss	7:55-8:20 PM	Governance Focus Items listed and prioritized by Executive Committee after consulting with agenda-building sheet Topic 1: Develop policy for postings and other outward facing position statements	Consider developing statement of conscience before postings/other actions - policy should include guidance for this Who can use our name and for what? Who can propose and approve items?	Decision Move forward as a BoT goal Tabled

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			<u>Discuss over email:</u> _____
	Topic 2: Congregational Listening Session Suggested topic: RE Schedule the session for September		Decision 28-Sep Congregational Listening Session Tabled Choose topic for congregational listening session -RE -Ministry & governance structure <u>Discuss over email:</u> _____
	Topic 3: Introduction to <u>BOT goals</u> and carry-over items: <ul style="list-style-type: none"> ● Review/revise gifts-in-kind policy ● Start a safer congregation policy ● Create visual aid for Reeb structure ● Charges for all committees, centrally located 	<ul style="list-style-type: none"> ● Review/revise gifts-in-kind policy ● Start a safer congregation policy <ul style="list-style-type: none"> ○ Team = David, Virginia, Rev. Karen ○ Goal is draft policy by end of 2025 (note from David) ● Create visual aid for Reeb structure: Finish during board retreat 	Decision Tabled <u>Discuss over email:</u> _____
	Topic 4: Updates on Board goals (NA)		Decision Tabled

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					Discuss over email: _____
7	List decisions made		Consent agenda and last month's meeting minutes approved Move forward with current budget and job description for Director of Family Ministry Approved list of potential COSM members; Karen to ask them Adopt goal: Develop policy for postings and other outward facing position statements		
8	List topics to revisit later		Topic for congregational listening session Volunteer recruitment		
8	Decide	8:20-8:22 PM	Agenda-building for next meeting (add items here whenever you think of them) Roles for next meeting		Facilitator/Observer: Heike Words for Centering: Karen Minister of Delight: Marla (Elaine has dibs on September)
9	Review	8:22-8:27 PM	Observations: Process, White Supremacy Culture (WSC) and antidotes		Process Observations: Humor Being okay with adding one item in the moment (not on the agenda) Natural conversation We started a bit late

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10	Conclude	8:27- 8:28 PM	Check-out (one word? one sentence? etc) Extinguish Chalice		
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