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<b>Committee/Group:</b>	BOT	<b>Chair:</b>	Rachel Avery, President
<b>Date:</b>	2025-09-23	<b>Minute Taker:</b>	Elaine Morrison, Secretary
<b>Location:</b>	Reeb in person	<b>Meeting started:</b>	6:34 PM
<b>Members Present:</b>	David Lauth, Elaine Morrison, Karen Armina, Rachel Avery, Virginia Harrison, Marla McFadden, Jean Skinner, Heike Saynisch	<b>Meeting adjourned:</b>	8:30 PM
<b>Others Present:</b>		<b>Zoom Link (when needed)</b>	<a href="https://us02web.zoom.us/j/86335048243?pwd=oHqluWazWILSchW3rokewWYOux7ley.1">https://us02web.zoom.us/j/86335048243?pwd=oHqluWazWILSchW3rokewWYOux7ley.1</a> Meeting ID: 863 3504 8243 Passcode: 183505
<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>Centering Time Words:</b>	Virginia Elaine M Rev. Karen

	Goal	Time	Agenda item (Length)	Discussion	Action
1	Gather & ground	6:30-6:40 PM	Welcome & Light Chalice (read <a href="#">covenant</a> ) Centering Time Check-in		
2	Decide	6:40-6:50 PM	<u>Consent Agenda (what's this?):</u> <ul style="list-style-type: none"> <li>Last month's meeting minutes</li> <li>Treasurer's Report</li> <li>Balance sheet</li> <li>Minister's report</li> </ul> Current month's <a href="#">meeting folder</a>	List things from the Consent Agenda to be discussed more fully during this meeting: <ul style="list-style-type: none"> <li>Brief comments on finances from Treasurer</li> <li>Minister's report: question on changing enews format</li> </ul>	<b>Decision:</b> Consent agenda <u>approved</u> by consensus (including last month's meeting minutes)
			<u>Adopt meeting agenda</u>		<b>Decision:</b> Meeting agenda <u>adopted</u> by consensus
3	Discuss	6:50-7:00 PM	Last meeting's process observations: <ul style="list-style-type: none"> <li>When we got too detailed, able to move that later in the agenda.</li> <li>Nice moment of recentering the conversation on volunteerism.</li> </ul>		

	Discuss	7:00-0:05 PM	<b>Housekeeping / Informational</b> Food options for retreat	-	Rachel/Virigina: Follow up with Banzo and/or Jolly Frog about food options (and maybe not waiting in a long line)
4	Discuss	7:05-7:45 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: Questions from minister's report</b>	Changes to newsletter based on feedback received over the past 1+ year Justice Team concerned about being lost at the end of a long document Solutions could include shorter articles, links to longer items, one long newsletter and shorter follow-ups Change to "calendar focus" instead of "topic/ministry focus" Shorten announcement items and point to the newsletter for more detail.	<b>Decision</b> Jean to reach out to Susan  <b>Tabled</b>  <u>Discuss over email:</u> _____
			<b>Topic 2: Volunteer recruitment / management</b> <ul style="list-style-type: none"> <li>Upcoming: listening session on Sep. 28</li> </ul>	Please share your thoughts on how you have and haven't been supported as leaders over the years	<b>Decision</b>  <b>Tabled</b>  <u>Discuss over email:</u> _____
			<b>Topic 3: Stewardship Team and budget drive model</b>	Stewardship = taking care of the congregation (time, talent, treasure) <a href="#">Stewardship Team charge</a> Tom M. will continue with this team  Review the current budget process <a href="#">Operating Budget Committee charge</a> Assess if this is how we want to continue to do it	<b>Decision</b>  <b>Tabled</b>  <u>Discuss over email:</u> _____
5	Refresh	7:45-7:50 PM	<b>Stretch Break (5 minutes)</b>		

6	Discuss	7:50-8:20 PM	<b>Governance Focus</b> Items listed and prioritized by Executive Committee after consulting with <a href="#">agenda-building sheet</a>	
			<b>Topic 1: Create 2025-2026 <a href="#">Board goals</a>, and discuss updates on carry-over goals</b>	<b>Carry-over goals:</b> <ul style="list-style-type: none"> <li>● <b>Review/revise gifts-in-kind policy</b> <ul style="list-style-type: none"> <li>○ Team members: Marla, Elaine M</li> <li>○ Marla to reach out to schedule first meeting</li> </ul> </li> <li>● <b>Start a safer congregation policy (disruptive behavior and Sunday morning security)</b> <ul style="list-style-type: none"> <li>○ Team members: David, Virginia, Rev. Karen</li> <li>○ Goal -finish by end of '25-'26 board year</li> </ul> </li> <li>● <b>Create visual aid for Reeb structure</b> <ul style="list-style-type: none"> <li>○ Team members: Jean, Karen (and Karol)</li> <li>○ Finishing during Oct. 25 board retreat (note about the retreat in general: example <a href="#">resource</a> from the UUA for Board retreats)</li> <li>○ Jean to reach out to Karen prior to retreat</li> </ul> </li> <li>● <b>Charges for all teams and committees, centrally located</b> <ul style="list-style-type: none"> <li>○ Jean to reach out to Karen</li> </ul> </li> </ul> <b>New goals:</b> <ul style="list-style-type: none"> <li>● <b>Develop policy for postings and other outward-facing position statements</b> <ul style="list-style-type: none"> <li>○ Team members: Rachel, Jean, Heike, Rev. Karen. Rachel to set up first meeting.</li> </ul> </li> <li>● <b>Update process for Stewardship/Budget process</b></li> </ul>
			<b>Topic 2: xxyyz</b>	<a href="#">Decision</a>

					<b>Tabled</b>  <u>Discuss over email:</u> _____
			<b>Topic 3: xyyz</b>		<b>Decision</b>  <b>Tabled</b>  <u>Discuss over email:</u> _____
			<b>Topic 4: Updates on <a href="#">Board goals</a></b>		<b>Decision</b>  <b>Tabled</b>  <u>Discuss over email:</u> _____
7	<b>List decisions made</b>				
8	<b>List topics to revisit later</b>		Leadership Development. Part of the nominating committee or something else? Continue discussing the Stewardship Team, Pledge Drive, Operating Budget Committee Model; update Stewardship Team charge		
8	Decide	8:20-8:22 PM	Agenda-building for next meeting ( <a href="#">add items here</a> whenever you think of them) Roles for next meeting	BoT photo? (Elaine M.)	Facilitator/Observer: David Lauth Centering Time Words: Rev. Karen Minister of Delight: Rachel Avery
9	Review	8:22-8:27 PM	Observations: Process, <a href="#">White Supremacy Culture</a> (WSC) and <a href="#">antidotes</a>	-All participants calm, respectful, and engaged -Redirected conversation when needed -Provided historical context for current situations	
10	Conclude	8:27-8:28 PM	Check-out (one word? one sentence? etc) Extinguish Chalice		

