

Committee/Group:	BOT	Chair:	Karol Niemann, President
Date:	2025-06-10	Minute Taker:	Elaine Morrison, Secretary
Location:	On Zoom	Meeting started:	06:30 PM
Members Present:	Rev. Karen, Michael N, Karol N, Rand H, Jean S, Rachel A, Elaine M,	Meeting adjourned:	08:35 PM
Others Present:	Virginia H, Heike S	Zoom Link (when needed)	https://us02web.zoom.us/j/86435200023?pwd=5FKcRkVreKlf17QEm43Na7tiGDsGS.1
Charge:	https://docs.google.com/document/d/1DGMyiayZutYULViRe60L8Xt9qiqYQgyj/edit?usp=sharing&ouid=113996274166732070477&rtf_of=true&sd=true	Facilitator/Observer: Minister of Delight: Opening Words:	Michael Elaine Rev. Karen

	Goal	Time	Agenda item (Length)	Discussion		Action
1	Gather & ground	6:30-6:45 PM	Welcome & Light Chalice-covenant Centering Time Check-in	Welcome new Board members!		
2	Decide	6:45-6:50 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"> Genevieve's departure Discuss treasurer's report in conjunction with the budget discussion 		Decision: Consent agenda <u>approved?</u> by consensus (including last month's meeting minutes) Approved by consensus
			<u>Adopt meeting agenda</u>			Decision: Meeting agenda <u>adopted?</u> by consensus Adopted by consensus

3	Discus s	6:50- 7:00 PM	<p>Last meeting's process observations:</p> <ul style="list-style-type: none"> • 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. 	Describe process observation for newcomers.		
	Discus s	7:00- 7:10 PM	Housekeeping / Informational - couple of items to discuss with new Board in July	<p>Nominating Committee - need 2 Board-appointed members:</p> <ul style="list-style-type: none"> • Jeanette Clawson has volunteered • Need a second Committee on Shared Ministry - need 2 new members (1 to replace Marla and 1 to add). Suggestions from COSM: Jocie Luglio, Renee Buchanan, Jeanette Clawson, Randy Coloni, Sarah Cook, Mary Pitassi 	FYI for 2025-2026 board to consider ahead of the next meeting	
4	Discus s	7:10- 7:25 PM	<p>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</p>			
			<p>Topic 1: Review Rentals Team draft charge and Communications Council proposed charge revisions</p>	<p>Questions from Rentals Team:</p> <ul style="list-style-type: none"> • Should Team members be issued a key? Or the lockbox code? Give them the lockbox code 	Should the minister's report be a public document (not just for BoT)	<p>Decision All rentals team members will received the code to the lockbox</p>

						<u>Rentals team charge approved as edited by BoT</u> <u>Communications Council charge approved by vote</u> <u>Tabled</u> <u>Discuss over email: _____</u>
			Topic 2: Anything pulled out of minister's report	Genevieve's departure <ul style="list-style-type: none"> Use this as an opportunity to talk about what our congregation needs, possibly including volunteer coordinator responsibilities (and more hours) into the job description 		<u>Decision</u> <u>Tabled Discuss future possibilities for RE, volunteer coordination, and other congregational needs</u> <u>Discuss over email: _____</u>
			Topic 3: Jane Aldrich	Jane asked to bring something to the Board	Tabled to a future meeting	<u>Decision</u> <u>Tabled</u> <u>Discuss over email: _____</u>
5	Refresh	7:25-7:30	Stretch Break (5 minutes)			
6	Discussions	7:30-8:10 PM	Governance Focus Items listed and prioritized by Executive Committee after consulting with agenda-building sheet			
			Topic 1: Budget conversation- standing item	2025-2026 budget adjustments https://docs.google.com/spreadsheets/d/1ErAbMPbiwuuOF85cuRqYd8QBE	Rev. Karen & Michael: Update budget and treasurer's report with current nomenclature	<u>Decision: Current updates approved by consensus</u>

		to discuss ways we can reduce the budget deficit	dXLsxowi3peKnDbyhU/edit?gid=292903371#gid=292903371 (note, file will be moved to BOT drive later)	Karol: Submit article to e-news about final budget changes	Tabled <u>Discuss over email:</u> _____
		Topic 2: Updates on Board goals	Status of goals, and advise on what we want to carry into next year? Karol's exit statement re goals	Hotchkiss Ministry & Governance display: in progress (Jean, Karol, Karen) Rentals: Revised rental agreement documents, added electronic payment options, converting to electronic forms; online payments coming soon due to Breeze, created charge (Rachel & Rand) Safer Congregations policies: survey of greeters and worship team; priorities are building and Sunday mornings (David, Karen) Gifts in Kind, TBD (Elaine) Charges for Committees: Find them, review them, store them appropriately; check web links (Michael, Jean)	Decision Tabled <u>Discuss over email:</u> _____
		Topic 3: Board planning for next year	Calendar for July/August 2025 and decide if continuing on 3rd Tuesday 6:30-8:00 and should it meet a week later (to give more space after finance meeting), i.e. move to 4th Tuesday 6:30-8:00 PM.	First week of the month: Gather financial Data Second week of the month: Finance Committee meets Executive committee also meets prior to full BoT meeting to draft the agenda	Decision Tabled For when David and Marla are available <u>Discuss over email:</u> _____

						Rachel will send a Doodle poll to schedule the next BoT meeting	
			Topic 4:			Decision Tabled <u>Discuss over email:</u> _____	
7	List decisions made						
8	List topics to revisit later						
8	Decide	8:10-8:13 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: Virginia	
9	Review	8:13-8:18 PM	Observations: Process, White Supremacy Culture (WSC) and antidotes			Good participation Variation between actual time and planned time Politely raised points of discussion	
10	Conclude	8:18-8:28 PM	Check-out (one word? one sentence? etc) Extinguish Chalice	Goodbyes Karol and Karen: gritudes			