

Committee/Group:	BOT	Chair:	Rachel Avery, President
Date:	2025-10-28	Minute Taker:	Elaine Morrison, Secretary
Location:	Reeb in person	Meeting started:	6:35 PM
Members Present:	Virginia Harrison, David Lauth, Elaine Morrison, Karen Armina, Marla McFadden, Jean Skinner, Rachel Avery, Heike S. (arrived at 7 PM)	Meeting adjourned:	PM
Others Present:		Zoom Link (when needed)	https://us02web.zoom.us/j/86335048243?pwd=oHqluWazWILSchW3rokewWYOux7ley.1 Meeting ID: 863 3504 8243 Passcode: 183505
Charge:	https://docs.google.com/document/d/1DGMyiayZutYULViRe60L8Xt9qiqYQgyj/edit?usp=sharing&oid=113996274166732070477&rtpof=true&sd=true	Facilitator/Observer: Minister of Delight: Centering Time Words:	David Lauth Rachel Avery Rev. Karen

	Goal	Time	Agenda item (Length)	Discussion	Action
1	Gather & ground	6:30-6:40 PM	Welcome & Light Chalice (read 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"> Brief comments on finances from Treasurer How should we handle "unpaid" pledges? -Bryan has already reached out to those with challenges using Breeze -Need to follow up with those whose payments still aren't coming through Action: Marla to give a list of names to Bryan for contact; cc Rachel	Decision: Consent agenda <u>approved</u> by consensus (including last month's meeting minutes) Action: Marla to give a list of names to Bryan for contact; cc Rachel

			<u>Adopt meeting agenda</u>		Decision: Meeting agenda adopted by consensus
3	Discuss	6:50 7:00 PM	Last meeting's process observations: <ul style="list-style-type: none"> All participants calm, respectful, and engaged Redirected conversation when needed Provided historical context for current situations 		
	Discuss	7:00- 7:10 PM	Housekeeping / Informational <ul style="list-style-type: none"> November and December meetings How are Board meeting minutes distributed? 	<ul style="list-style-type: none"> 18-Nov 23-Dec Lockbox: look for information from Bryan about access (Key storage, phone app does not cause the door to open)	Decision: Next meetings will be 18-Nov & 23-Dec
4	Discuss	7:10- 7:55 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		
			Topic 1: Questions from minister's report Announcements -Rev Karen & Jean will begin drafting a policy. Pink Haven - 16-Nov: Congregation invited to attend service and workshop at FUS -Will also train organizers to assist trans individuals moving to/from Madison) -Eventually, assistance with housing trans individuals will be needed Mission - justice work - what does the congregation want -How do the pieces of the mission statement fit together? Transforming Conflict book		Decision Rachel will have an individual conversation with a congregant about timing/nature of receiving requests for in-person announcements, ensuring they are appropriate and are actual Reeb concerns/mission. Tabled Schedule a congregational listening session for January Tabled: action for Transforming Conflict book <u>Discuss over email:</u> _____

			<p>Topic 2: Volunteer recruitment / management</p> <p>Leadership development: Nominating Committee or elsewhere? Volunteer Coordinator?</p> <p>Provide additional assistance with Breeze?</p>	<p>Decision 14-Dec: Breeze help with Bryan and Website (time/talent) with Heike after service</p> <p>Tabled</p> <p><u>Discuss over email:</u> _____</p>	
			<p>Topic 3: Stewardship Team and budget drive model</p> <p>Stewardship = taking care of the congregation (time, talent, treasure) Stewardship Team charge Tom M. will continue with this team</p> <p>Review the current budget process Operating Budget Committee charge Assess if this is how we want to continue to do it</p>	<p>Decision</p> <p>Tabled</p> <p><u>Discuss over email:</u> _____</p>	
5	Refresh	7:55-8:00 PM	Stretch Break (5 minutes)		
6	Discuss	8:00-8:20 PM	Governance Focus Items listed and prioritized by Executive Committee after consulting with agenda-building sheet		
			<p>Topic 1: Health insurance increase for 2026</p>	<p>\$3800 increase for the year 2026 (19.1% increase)</p>	<p>Decision</p> <p>Tabled</p> <p><u>Discuss over email:</u> _____</p>
			<p>Topic 2: Board/Minister Covenant (finish): https://docs.google.com/document/d/1oIEoecK99km2niAfiW0hM0E4aQXeBAfr/edit?rtpof=true&sd=true</p>		<p>Decision</p> <p>Tabled</p> <p><u>Discuss over email:</u> Final review of document</p>
			<p>Topic 3: Insurance - access to policy</p>		<p>Decision</p>

				<p><u>Tabled Review after scanned</u></p> <p><u>Discuss over email:</u> _____</p>
		<p><u>Topic 4: Updates on Board goals</u></p>	<p>Carry-over goals:</p> <ul style="list-style-type: none"> ● Review/revise gifts-in-kind policy <ul style="list-style-type: none"> ○ Team members: Marla, Elaine M ○ First meeting: 27-Oct ● Start a safer congregation policy (disruptive behavior and Sunday morning security) <ul style="list-style-type: none"> ○ Team members: David, Virginia, Rev. Karen ○ Meets 31-Oct ○ Goal -finish by end of '25-'26 board year ● Create visual aid for Reeb structure <ul style="list-style-type: none"> ○ Team members: Jean, Karen (and Karol) ○ Finishing during Oct. 25 board retreat (note about the retreat in general: example resource from the UUA for Board retreats) ○ Jean to reach out to Karen prior to retreat ● Charges for all teams and committees, centrally located <ul style="list-style-type: none"> ○ Jean to reach out to Karen (07-Nov meeting) <p>New goals:</p> <ul style="list-style-type: none"> ● Develop policy for postings and other outward-facing position statements <ul style="list-style-type: none"> ○ Team members: Rachel, Jean, Heike, Rev. Karen. Rachel to set up first meeting. 	<p><u>Decision</u></p> <p><u>Tabled</u></p> <p><u>Discuss over email:</u> _____</p>

				<ul style="list-style-type: none"> • Update process for Stewardship/Budget process 	
7	List decisions made		Rachel will send out final Board/Minister covenant for approval and also a document for collaboration around stewardship Marla to give a list of names for missed pledge payments to Bryan for contact; cc Rachel 14-Dec: Assistance with Breeze (Bryan) and Time/Talent (Heike) after service		
8	List topics to revisit later		Schedule Congregational Listening Session for January <i>Transforming Conflict</i> book		
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: Jean Centering Time Words: Rev. Karen Minister of Delight: Heike
9	Review	8:22-8:27 PM	Observations: Process, White Supremacy Culture (WSC) and antidotes	<ul style="list-style-type: none"> -Great conversations -Agenda: Too full and/or items take too long -More items as email discussion -Shake up the order: higher levels of “brain work” earlier in the meeting -Reports issued timely to allow time to review and submit questions via email 	
10	Conclude	8:27-8:28 PM	Check-out (one word? one sentence? etc) Extinguish Chalice		