

Committee/Group:	BOT	Chair:	Rachel Avery, President
Date:	2025-12-23	Minute Taker:	Elaine Morrison, Secretary
Location:	Reeb in person	Meeting started:	6:30 PM
Members Present:	Elaine M, David L, Marla M, Rachel A, Jean S, Rev Karen, Heike S, Virginia H	Meeting adjourned:	X:XX PM
Others Present:		Zoom Link (when needed)	https://us02web.zoom.us/j/86335048243?pwd=oHqIuWazWILSchW3rokewWYOux7Iey.1 Meeting ID: 863 3504 8243 Passcode: 183505
Charge:	https://docs.google.com/document/d/1DGMyiayZutYULViRe60L8Xt9qiqYQgvj/edit?usp=sharing&oid=113996274166732070477&rtpof=true&sd=true	Facilitator/Observer: Minister of Delight: Centering Time Words:	David Jean Heike

	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	6:40-6:55 PM	<u>Consent Agenda (what's this?):</u> <ul style="list-style-type: none"> Last month's meeting minutes Treasurer's Report - through October available (November numbers will not be ready in time for the Dec Board meeting) 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 	Decision: Consent agenda approved by consensus (including last month's meeting minutes)
			<u>Adopt meeting agenda</u>		Decision: Meeting agenda <u>adopted</u> by consensus
3	Discuss	6:55-7:00 PM	Last meeting's process observations: <ul style="list-style-type: none"> Started late, but jumped right in When pulling discussion topics from reports, we tend to start the 		

			<p>discussion right away instead of waiting until the dedicated time</p> <ul style="list-style-type: none"> • Maybe differentiate between “quick” topics and discussion topics • Possibly send quick items via email • Good discussions. Making notes of items to get back to. • Flexibility of order and priority (including deferring a topic to the next meeting to make space for something important) 		
	Discuss	7:00-7:05 PM	<p>Housekeeping / Informational</p> <ul style="list-style-type: none"> • <i>Transforming Conflict</i> - suggestion for next Board meeting - read Chapters 1-3 (including the Forward), through page 49 	- Pick up from mailbox in office if you don't have a copy (Note: pages 51-94 will be a future assignment after our next Board meeting)	
4	Discuss	7:05-7:30 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: Questions from minister's report</p>	<p>Exit interview for Jennifer (conducted by Virginia)</p> <p>Music transition plan. -Ad hoc activities instead of weekly choir practice -Sandy L is spearheading efforts -Bryan Rainey piano once monthly -Increased folk group -07-Jan: Rev. Karen, Sandy, Mike S, Rachel A, section leaders will meet to plan worship music</p>	<p><u>Decision</u></p> <p>Tabled</p> <p><u>Discuss over email:</u> _____</p>
			<p>Topic 2: Listening Session date and topic</p>	<p>January 4 or 25 Topics:</p> <p>Neighborhood meeting conversation topics -Dream for future: growth, especially families, kids, and RE because of the welcoming environment -</p>	<p><u>Decision</u></p> <p><u>January 25</u></p> <p>Tabled</p> <p><u>Discuss over email:</u> David L to draft questions and send out via email for consideration</p>

			Topic 3: Review draft Minister's Discretionary Fund policy		Decision Draft policy approved Acquisition of debit card approved Tabled Discuss over email: _____	
5	Refresh	7:30-7:35 PM	Stretch Break (5 minutes)			
6	Discuss	7:35-8:20 PM	Governance Focus Items listed and prioritized by Executive Committee after consulting with agenda-building sheet			
			Topic 1: Pledge Drive <ul style="list-style-type: none"> • Process • Draft job description for Visiting Stewards • Brainstorm names for Visiting Stewards 	Use this process to build off the neighborhood conversations? Possible visiting stewards: <ul style="list-style-type: none"> • (See separate list) Contact Rachel, Virginia, Karen if interested in recruiting visiting stewards	Decision Job description Tabled Discuss over email: _____	
			Topic 2: FYI items <ul style="list-style-type: none"> • JRUUC as a polling location • Changes to Church Mutual policy (reduction in coverage) 		Decision Tabled Discuss over email: _____	
			Topic 3: Updates on Board goals	<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 	Decision Tabled Discuss over email: _____	

			<ul style="list-style-type: none"> ○ Third meeting Dec. 5 ○ 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 (Karol was involved last year) ○ Additional work was completed during the Board 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. Met Nov. 16 and Dec. 7 (next meeting Jan 10, 2026). Karen gathered information from her colleagues prior to that meeting. ● Update process for Stewardship/Budget process 	
		<u>Topic 4:</u>		<p><u>Decision</u></p> <p><u>Tabled</u></p> <p><u>Discuss over email: _____</u></p>
7	List decisions made			
8	List topics to revisit later		State of the Building (Renee Buchanan, January meeting is Zoom, Feb should be in-person) Board actions from neighborhood meeting feedback; maybe a listening session? Status update for music ministry	

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: Virginia Centering Time Words: Rev. Karen Minister of Delight: Elaine M
9	Review	8:22-8:27 PM	Observations: Process, White Supremacy Culture (WSC) and antidotes	Mostly on-topic and on-time without rushing Thorough/helpful conversations with all participating	
10	Conclude	8:27-8:28 PM	Check-out (one word? one sentence? etc) Extinguish Chalice		