

<b>Committee/Group:</b>	BOT	<b>Chair:</b>	Rachel Avery, President
<b>Date:</b>	2026-02-24	<b>Minute Taker:</b>	Elaine Morrison, Secretary
<b>Location:</b>	Reeb in person	<b>Meeting started:</b>	6:33PM
<b>Members Present:</b>	Rev Karen, Marla, Virginia, Heike, David, Rachel, Jean, Elaine	<b>Meeting adjourned:</b>	08:32PM
<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/1DGMyiayZutYULViRe60L8Xt9qiqYQgvj/edit?usp=sharing&amp;oid=113996274166732070477&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1DGMyiayZutYULViRe60L8Xt9qiqYQgvj/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>	Marla Jean 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 meeting folder	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>Richard Johnson resigning from Finance committee</li> <li>There is currently no assistant treasurer</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>Prolonged engagement in discussion topics &amp; willingness to compromise when needed</li> </ul>		

	Discuss	7:00-7:05 PM	<b>Housekeeping / Informational</b>	- Carpet work for nursery quote/decision	Approved by consensus; please proceed
4	Discuss	7:05-7:55 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>	<p>Empowerment for decision making and action</p> <ul style="list-style-type: none"> <li>-Ministries should make decisions within the scope of their charges and don't need board or extra approval</li> <li>-Building use and cost (rental policy)</li> <li>-Rental fees may be waived under certain circumstances/must be approved by EC</li> <li>-Still need rental agreement; consider options for security deposit; encourage donations</li> <li>-Frequency: One off or recurring</li> </ul> <p>-Pledge process kick-off 01-Mar (part of service/reflection); covenanting visiting stewards as part of the service</p>	<p><b>Decision</b></p> <p><b>Tabled</b></p> <p><u>Discuss over email:</u> _____</p> <p>"Wishlist" to facilitate targeted donations</p> <p>Direct donations to Major Maintenance &amp; Repair Fund (examples include new dishwasher, re-carpet, etc.)</p>
			<b>Topic 2: Asset mapping</b>	<p>Review <a href="#">description</a> and <a href="#">guide</a></p> <p>Discuss doing this at Reeb</p> <p>Board Listening/Info Session 29-Mar (back-up date 22-Mar). Karen to see if sanctuary is truly rented Mar. 29</p>	<p><b>Decision</b></p> <p><b>Tabled</b></p> <p><u>Discuss over email:</u> _____</p>
			<b>Topic 3: Transforming Conflict discussion</b> Try to start at 7:35	<p>Questions from Chapters 3-4</p> <p>Chapter 3: Do you have practices that help you when you become reactive? What are they? (10 min)</p> <p>Chapter 4: Listening exercise (10 min total)</p> <p>&gt; Describe to a listening partner an experience of conflict you have had. Try to convey your interests and feelings about the experience, as well as any positions you may have taken. (3 min)</p>	<p><b>Decision</b></p> <p><b>Tabled</b></p> <p><u>Discuss over email:</u> _____</p>

				<p>&gt; The listening partner then reflects back to the speaker what they have heard and checks to see if they got it right. (2 min)</p> <p>&gt; Then, switch positions.</p> <p>Proposed plan for continued discussion:  March meeting - chapter 5  April meeting - chapters 6 and 7  May meeting - chapter 8  June meeting - chapters 9 and 10</p>	
5	Refresh	7:55-8:00 PM	<b>Stretch Break (5 minutes)</b>		
6	Discuss	8:00-8:20 PM	<b>Governance Focus</b> Items listed and prioritized by Executive Committee after consulting with <a href="#">agenda-building sheet</a>		
			<b>Topic 1: Nominating Committee</b>	Action needed: Board nominate 2 members to the nominating committee (there are already 3 members voted on by the congregation: Jocie Luglio [chair], Charlie McNulty, Mary Schaper)	<b>Decision <a href="#">Jean will contact Elaine and/or Mary, Virginia will contact Sophie and/or Liz</a></b>  <b>Tabled</b>  <a href="#">Discuss over email: _____</a>
			<b>Topic 2: Budget Drive update</b>	Process and timeline <a href="#">here</a> Budget spreadsheet <a href="#">here</a> Recruiting and training visiting stewards  Visiting Steward Recruiters: Rachel, Heike, Jean, Virginia  Visiting stewards will be asked to call/email/text 6 people, with the intent of having at least 4 conversations.	<b>Decision</b>  <b>Tabled</b>  <a href="#">Discuss over email: _____</a>
			<b>Topic 3: Updates on <a href="#">Board goals</a></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>○ First meeting: 27-Oct</li> </ul> </li> </ul>	<b>Decision</b>  <b>Tabled</b>

			<ul style="list-style-type: none"> <li>○ (No updates)</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>○ Last meeting was today: 2/24</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 ( Karol was involved last year)</li> <li>○ Additional work was completed during the Board retreat</li> <li>○ Jean and Karen met 2/20, need to meet again</li> </ul> </li> <li>● <b>Charges for all teams and committees, centrally located - *Done*!!</b> <ul style="list-style-type: none"> <li>○ Jean and Karen completed work on 2/20, created a <a href="#">reference spreadsheet</a> in the BOT Drive; Jean is linking all charges to spreadsheet</li> </ul> </li> </ul> <p><b>New goals:</b></p> <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. Met Nov. 16 and Dec. 7, Jan. 10. Steady progress, making it flexible and applicable for multiple types of communications.</li> </ul> </li> <li>● <b>Update process for Stewardship/Budget process</b></li> </ul>	<p><u>Discuss over email:</u> _____</p>
7	<b>List decisions made</b>	Board Listening/Info Session 29-Mar (or 22-Mar back-up date)		

8	List topics to revisit later		<a href="http://petermayer.net">petermayer.net</a>		
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		Facilitator/Observer: Heike Centering Time Words: ____ Minister of Delight: Virginia
9	Review	8:22-8:27 PM	Observations: Process, <a href="#">White Supremacy Culture</a> (WSC) and <a href="#">antidotes</a>	Not perfectly on schedule, but overall good use of time  Respectful listening/taking turns talking	
10	Conclude	8:27-8:28 PM	Check-out (one word? one sentence? etc) Extinguish Chalice		