

Board of Trustees (BOT) Zoom Meeting Minutes

14 July 2025, 6:35 pm – 7:00 pm

Attendees: BOT Members: Glen Day (President), Linda Nicks (Past President), Gay Harrison (Secretary), Dale Young (At Large), Julie Caballero (At Large) and Sue Neufeld (At Large)

Visitors: Gaye Woullard (Hiring Team Member) and Kat Lane (Church Administrator and Hiring Team Member)

All were attending via Zoom

Quorum: Six of eight BOT Members were in attendance, so a quorum was achieved for all votes made during this meeting.

Agenda: This out-of-cycle meeting was called by the President to discuss and vote on the hiring of a new Church Administrator.

Discussion: Dale Young explained that the Hiring Team received 45 resumes for the Church Administrator position opening on 15 August when Kat Lane officially retires from the position. 6 applicants were deemed to be qualified and were interviewed. The Hiring Team presented details of the top 2 applicants for BOT review and final decision. After reviewing all information, the BOT agreed on the Hiring Team's recommendation.

Hiring Motion: Dale Young moved that "the BOT Approve moving forward with offering the Church Administrator position to Nike Meyer and, should Nike not accept our offer, then to the second named applicant." Linda Nicks seconded the motion and all BOT members present voted "aye". The motion passed and the Hiring Team will make a letter of offer to Nike Meyer.

New employee support: To support a quick move to Colorado by the Meyer family, it was discussed whether ASUUC could offer the family temporary lodging while they found a permanent place. This position does not offer relocation expenses. All were in favor of offering use of the ASUUC visitor spaces if the family needed support. Dale moved that "the BOT Approve the use of ASUUC visitor spaces for up to 2 months, should Nike Meyer need it as she moves to Colorado Springs to accept a position at ASUUC." Gay seconded the motion and all BOT members present voted "aye"—the motion passed. Dale planned to send Nike the job offer immediately and would get the Letter of Acceptance, if Nike accepted the offer, to Reverend Ron and Glen for signatures. Once paperwork is completed, we expect Nike to arrive on 3 Aug to have job training/overlap with Kat Lane to prepare for Nike to assume full Church Administrator duties on 16 Aug 2025.

Adjournment: The meeting was adjourned at 7 pm.

Minutes respectfully submitted by BOT Secretary, Gay Harrison.

Minutes accepted by President and posted to website: 7 Aug 2025