Board of Trustees Meeting Minutes
Tuesday, October 28 · 6:30 – 8:00pm

Use Democratic Rules of Order & BOT meeting protocols policy.
(*) annotates items BOT members must review prior to meeting

1. **Chalice Lighting; Meeting Intention**

   ***Mission Statement**:* Rooted in a community of love, the mission of ASUUC is to cultivate compassion, foster spiritual connection, and enact transformative justice to heal ourselves and the world.

   ***BOT Covenant*:** With love and mutual respect, we promise to come prepared, listen with empathy, communicate with honesty, and honor the decisions we make together.

   Updated BOT Covenant: With love, joy, and mutual respect, we promise to come prepared, listen with empathy, communicate with honesty, and collaborate for the good of our community.

2. **Attendee's: BOT Members:** Glen Day,Linda Nicks, Lynn Hughes, Stan Kidder, Gay Harrison, Sue Neufeld, Dale Young; Julie Caballero and Nike Myers **Visitors:** Jen D'Woody, Sandra Collins; Charmaine Delassandro

3. **Consent Business Items**
   a. *Linda made a motion that the BOT approve the past month minutes and all consent business items listed on the agenda. Dale seconded the motion and all BOT members voted "aye". Consent business items were reviewed and accepted.
      - September minutes
   b. * ASUUC Council
      - October Meeting Minutes
4. * Minister's Report: Rev Ron shared highlights from his monthly report.
   a. October report
      - A main point in the report was the suggestion that we should now check in with Choir, RE and others to see how 2 services is working for them
5. Team and Committee Reports
   a. * Treasurer's Report. Stan Kidder reported that finances are still doing alright and that the auction provided more income than expected.
   b. Finance committee
      - The Finance Committee presented their draft of a Finance Committee Charter
        - They are not seeking immediate approval, just sharing to start the ball rolling and allow the BOT a preview of their planning.

- The BOT agreed to an invitation to develop an "aspirational" budget in January
    a. The BOT agreed to meet for **three hours on 1 Nov from noon to 3pm**, and on **7 November from 6 to 9 pm** to create the aspirational budget. Mark Anderson will facilitate this budget brainstorming session.
    b. On a related note, Foothills Church has a congregation-wide visioning effort going. Glen mentioned that this might be something we would want to pursue and recommended announcing a call for congregational input when we announce the aspiration budget from the board at the January Town Hall:
        i. Here's a link to Foothills Church's visioning page

c. *** Building and Grounds:** Jen presented the recommendation by B&G for the type and amount of materials needed to reduce echo/noise levels in the small hall.
    - Proposal for soundproofing solution for small hall
        - Sound Mitigation analysis
        - Sound Mitigation proposal
        - *Dale moved that the BOT approve B&G to pursue the sound mitigation plan as presented.* This is motion #81 on the BOT Motion Tracker. Linda seconded the motion and it passed by vote. The BOT approved using all excess auction earnings to fund the project and the Treasurer will research the best way to attain the $1700 unfunded amount.

d. **Governance Team**: Dale Young presented current projects.
    - The Governance Team hopes to have a couple of policies to present in November.
        - 1) Gift policy and procedure
        - 2) Annual use of Leadership Dev Endowment funds
    - Link to current bylaws for reference
    - Ben is working on a new policy automation tool:
        - "Working on creating a tool that will allow our team and committee leaders wanting to create a policy, charter, or procedure to fill out a fairly simple form with standardized questions and get a draft governance document for them to review, edit, and then submit to the Board for approval."

e. **Library Committee:** Sandra Collins shared the procedures for book selection and sign out. The priority is to offer banned books for Young Adults and Adults.
    - Report on policy

f. **Bylaws Task Force:** Dale Young requested the BOT approve a pause in the Bylaw Review to allow time for the changes we made this year to be fully integrated. This should require a vote, so Gay moved that the BOT approve a pause for the Bylaws Task force until changes approved in the 2025 Annual

Congregational Meeting are fully implemented. This is motion #82 on the BOT Motion Tracker. Lynn seconded the motion and it passed unanimously.

g. **Care Team Updates:** Linda Nicks explained the need for a cut off period of providing care/meals during long-term member crises.
   - P&P Amendment proposal
   - The Care Team Report was also provided.

h. **Membership & Welcoming**: Ben Wallace had no report for this month.
   - The potluck supper for the fall "Getting to Know UU" classes is scheduled for Saturday, November 22, 2025 from 5:00 pm - 8:00 pm

i. Digital Ministry/IT team status report, e-news, processes: Nike shared updates. They have not yet worked access to all the files needing converting.
   - A new printer was purchased and set up.
   - We are planning to stop using Constant Contact, so Nike will ensure that the Book Group, the only group using the system, knows.

j. Personnel: We are working options to take care of ASUUC personnel.
   - UUA Health increased premiums by 19.5% (due to federal budget)
   - Some churches are exploring non-UUA plans
     - UUA discourages that because costs will rise further as more people leave the UUA Health plan.

k. **Auction Team Status Report:** Heather Ashbee's report shared good news.
   - Thanks to YOU, Auctoberfest '25 raised over $17,400 (beating our $15,000 goal) for All Souls UU Church! Although bidding has ended for this year, the New To UU Corner, where you can donate and purchase gently-used and handmade items, will remain OPEN until December 31st.
   - Results are posted on the ASUUC website
     - Exceeded goal by $2400
     - Not as many attendees… possibly because of the No Kings parade? An after action report will be created for next year's team.

l. Nominating/Leadership Development Committee (LDC): Dale discussed that some members of the team are leaving so new talent has been recruited.
   - Angela Sullivan is willing to be appointed to the LDC
   - Dale moved that the BOT nominate Angela Sullivan to the LDC. This is motion #83 on the BOT Motion Tracker. Linda seconded the motion and all were in favor. The motion passed.
     - The BOT nominates members until the Congregational Meeting.
     - New LDC members will need congregation meeting approval to to forward after that meeting
   - There is a need for clarification of charter, additional participants, and possibly a temporary step back to the Nominating Team model.
     - Charter adapted from bylaws describes LDC roles.

m. Social Justice Team: Glen shared that a Not-For Profit group has asked if our church can be a back-up location for an English as a Second Language class. If a

class were held at ASUUC, Phyllis Dunn has agreed to be the member that attends as the sponsor for the group.
- The request is from the Mental Health Org for Immigrants
- The BOT agreed this request meets requirements to use our space at no-cost per our Rental Policy and Procedures.

n. Hospitality Team: Rev Ron and Linda discussed requests coming in for there to be coffee after the 11:00 service. The board discussed whether this is possible. Rev Ron will bring up the question to the Hospitality Team.

6. **New Business**
   a. Operational question: Do we have the proper system in place so that the staff are able to make necessary decisions without having to go through the BOT and lose productivity? The need for a new printer brought this issue up.
      - Staff can use budgeted "office supplies" funds for immediate needs.
      - A quick approval by the BOT can be assured.
   b. A proposal to assign volunteers to accomplish re-stocking of bathroom supplies, pew paperwork, pencils, etc, was brought to the BOT by Becky Harrison
      - Linda will discuss this idea with Becky and appropriate Council members
7. **Final Comments: President: Glen Day**
   a. Acknowledgement and thanks went out to the Auction Team for a great event.
      - Thank you to Heather, Dale, Sandra, Rick, Heather, Charmaign, Kaye Brabec, Bar Tenders: Lynn and Grayson, Ellenor, Terry, Janice, Bart, Lynne Caespear, Kaye B's daughter
   b. **Adjournment:** The meeting was adjourned at 8:33 pm. Guests were asked to leave the meeting so the board could begin an Executive Session.
   c. **Next meeting(s)** –The BOT will next meet on November 18 and December 16 (Held on 3rd Tuesday to avoid holiday travel issues)

<u>Executive Session (only attended by Board Members):</u>

In the Executive Session, the BOT received a proposal for some job changes and hour adjustments concerning our Church Accompanist and Song Leader (new job titles). Dale moved that we accept the new titles and compensation as presented by Rev Ron. Lynn seconded the motion and all were in favor. The motion carried. This is motion #84 on the BOT Motion Tracker.

Minutes respectfully submitted by Gay Harrison, BOT Secretary.