**Unitarian Universalist Society**

**Board of Trustees Meeting Minutes**

**7:00pm, February 15th, 2023**

**Present**: Rochelle Honey-Arcement (President), Jeff Walberg (Vice President), Christine Etler (Secretary), Alan Swanson (past President), Jerry Wetlaufer (Financial Trustee), Hazel Seaba (Trustee), Julia Audlehelm (Trustee), Diana Henry (Trustee), Rev. Diana Smith (Ex-officio)

**Absent:** Mike Pavelich (Treasurer)

**Guest:** none

**Meeting Opened** at 7:01 pm

**Opening Words:** Alan Swanson

(5) **Consent Agenda**: **P1** January 18, 2023 Board Meeting Minutes, **P2** January Treasurer’s Report, **P3** Congregational Administrator’s January 2023 Financial Narrative Summary, **P4** January Minister’s Report **P5** Finance Committee Minutes **P6** Governance Committee Minutes **P7** Personnel Committee Minutes

The Board meeting minutes from Jan 18, 2023 were delivered late. The document will be reviewed at a later date and added to the March meeting consent agenda.

*Motion: Swanson moved to approve the Consent Agenda without the Jan 18, 23 meeting minutes; Audlehelm seconded. The Board voted unanimously to approve the consent agenda.*

(10) **Board Committee Updates**

Governance **Alan Swanson**

At the meeting last month, the committee welcomed Jeff Walberg. The committee discussed creation of policy for the preschool. They are also working on policies and procedures for the Memorial Garden. Following Alan’s update, some discussion on the details of policies related to the preschool were discussed among board members.

Personnel **Jeff Walberg**

The committee is working on policies related to staff professional development, vacation for part-time staff, & policies for preschool staff. Changes in committee membership were discussed. Defining the scope of the roles of the co-chairs will be a primary goal in upcoming meetings.

*Motion: Walberg moved to appoint Sharon Booker as a member of the committee. Henry seconded. The Board voted unanimously to approve the motion.*

Finance **Jerry Wetlaufer**

Update on pledges – current 2023 pledges at $401,000 from 184 pledges (pledge units have typically been around 200 in recent years). The endowment committee will be considering increasing socially responsible investments from 88% to 100%.

Right Relations **Julia & Christine**

At the January meeting, we discussed advertising the committee to members as a resource, training committee members, and recruitment of new committee members. Three of us are planning to attend a synchronous, on-line, UUA course on the work of right relations teams. These are Wednesday trainings which means Julia and Christine will have a conflict with next month’s board meeting. Christine requested that we move the start of the March meeting to 6:30pm. Members agreed.

Mission and Vision Review **Co-Chairs: Diana H. & Hazel**

Ernie Cox and John Raley have been recruited to join the committee.

Seaba motion: There two members be accepted by the board. Second: Walberg. Unanimous.

*Motion: Seaba moved to appoint Cox and Raley to the committee; Walberg seconded. The Board voted unanimously to approve the appointment.*

The committee met 1/15 – they are looking at metrics for assessing senior member involvement, youth RE, shared ministry. Nic will attend the next Oaknoll UUS meeting.

Regarding the annual UUA certification documents and using them as a resource for the committee’s work: since we do not have copies, Hazel has requested we get copies from the UUA of the last 5 years’ submission.

**Board Read – Mistakes and Miracles**

Held discussion on the Preface through Chapter 1

**Planning and Connecting**

Medical Leave Debrief – We had a discussion reflecting on our experience during Rev. Diana’s medical leave.

**Continuing** **Business**

Board Retreat

Sharon Dittmar is not able to travel due to an unexpected injury. And she will not be attending our retreat (3/10 and 3/11). We hope that she can join us online for our shared governance refresher.

We are hoping to discuss board structure at the retreat. The leadership development committee is enthusiastic about us addressing possible changes.

Budget Process

We will plan to start the 2024 budget planning process earlier in the calendar year. Additionally, the board may consider making adjustments to the current year’s budget in the coming months. We will plan additionally discussion in March.

Bristol Fund agenda item – deferred to future meeting

**New Business**

Bio Cell Repair

There is a request for funds for repair of one of the bio-cells. It will need to be routed to the Finance Committee.

R-1 Visa agenda item – moved to Closed Executive Session

**Guest Comments**

**Closed Executive Session**

**Process Observer Comments** (Julia)

**Closing Words** (Rochelle)

**Motion to Adjourn and Extinguishing of the Chalice**

*Motion: Henry moved adjourn; Walberg seconded. The Board approved the motion unanimously*

**Meeting ended at 9:14 pm**

Meeting Minutes submitted by Christine Etler, Board Secretary

Approved 3/15/23 -CPE