

UUS Board Meeting Minutes

April 16, 2025, at 6:30 p.m.

Present: Jeff Walberg (President), Sarah Ross (Vice-President), Lucy Gamon (Secretary), Michael Honey-Arcement (Treasurer), Ernie Cox (Trustee), Ian Cawley (Trustee). Absent: Monique DiCarlo (Trustee). Quorum met.

Guests: Victoria Huitt, Membership Coordinator.

The meeting opened at 6:30 p.m. with check-in. Honey-Arcement provided Opening Words. Walberg lit the chalice.

Consent Agenda	
Reports Reports <ul style="list-style-type: none">• Endowment Results Q1 2025• LDC Election Nominees 2025• Governance Committee Minutes Mar. 4• Staff Reports<ul style="list-style-type: none">o Nic Kaplano Maya Yodero Victoria Huitto Andrew Bryant and Hsin-hui Liu	Decisions <ul style="list-style-type: none">• Approve March Board Meeting Minutes• Set July 12 as the likely date for summer retreat, pending Rev. Diana's response. Hold June 28 as backup

Hearing no objections, the Chair announced that the Consent Agenda is adopted.

Staff Discussion with Membership Coordinator—Victoria Huitt, Membership Coordinator joined the meeting to update the Board on Membership issues. Seventy-two people have expressed an interest in joining the church. Of these, twenty-one have been through an orientation. Everyone who expresses an interest in membership receives a follow-up email, connecting them with a team leader or an event which aligns with their interests. Huitt plans to offer a “Starting Points” class for new members again in the summer. There is an independent route to membership as well, called “Pathways,” which is available on-line. Despite the efforts of Huitt and her Membership Associates Team, people are not readily engaging in the membership

process, and overall church membership has remained essentially flat. Board members discussed various reasons why membership may not be increasing, and commended Huitt for her efforts.

Updates on Rentals Program—Cawley informed the Board that the newly formed Rentals Program Assessment Committee has recently met. The goal is to make the Rentals Program successful and sustainable. Walberg updated the Board on revised staff goals and strategies with respect to the Rentals Program. Staff have said they will be unable to reach the current rentals budget goal with existing available hours.

Action Step: Cawley will have a written report from the Rentals Program Assessment Committee available for the Board in time for the May meeting.

Finalize Agreement with HOPE For Us—The Board reviewed the proposed “Agreement with HOPE for US Conflict Engagement Team”, as well as supporting documents. The Hope for Us Team is encouraging us to get the Agreement signed soon. Ross informed the Board that she and Erica Reschly have recently spoken with the Hope for Us team. The team would like to start work in July. Reschly has taken on a leadership role with this project.

Motion—Honey-Arcement moved that the Board formalize a consulting arrangement with HOPE for Us by signing the “Agreement with HOPE for Us Conflict Engagement Team.” Ross seconded the motion. The motion passed unanimously.

Discuss Q1 Financial Results—Honey-Arcement used a newly-developed “dashboard” report format to update the Board on quarterly financials. He noted that the budget revenues for the first quarter of the year are significantly ahead of pace. Due to volatility in the stock market, the Endowment Committee has provided the entire year’s ASA payment to the Operating Budget in Q1, and pledge payments also tend to be higher in Q1. Honey-Arcement noted that many different types of deposits regularly enter the church’s operating bank account, and he proposed that we create a separate “transfer account” to hold those deposits that aren’t destined for the Operating Budget. Such an account will reduce confusion regarding revenue sources, and will give us a clearer financial picture of what funds are available to the Operating Budget. Honey-Arcement and the Board generally approve of our new accounting system, and the “dashboard” approach.

Action Step: Honey-Arcement will propose to the Finance Committee that we create a separate “transfer account” for revenues that aren’t operating funds. He will report back to the Board next month.

Discuss Pledging and Membership Trends—Walberg informed the Board of his concerns about pledging results compared to previous years. He projects donations for 2025 will fall short of the results for the past three years, and he pointed to a steady decrease in pledge units since 2021. Eventually, we may need a contingency plan if the 2026 stewardship campaign doesn’t result in enough pledge growth to reverse the trends.. Walberg recommended a “more robust” budgeting process which would include additional people.

Action Step: Walberg will discuss his concerns with Rev. Diana, and report back to the Board before budgeting discussions for 2026 begin.

Congregational Meeting Agenda—Gamon described logistics for the May 18, 2025, Congregational Meeting. The Board discussed ways to encourage member attendance, and to make the meeting run more smoothly and efficiently. Walberg presented a proposed Agenda for the meeting. The Board discussed a proposed Bylaws Amendment to reduce Endowment Committee members' terms. Walberg also discussed with the Board how to address various logistical issues at the meeting.

Motion—Gamon moved to approve the proposed Congregational Meeting Agenda. Cox seconded. The motion passed unanimously.

Closing

Cawley provided Process Observer comments. Walberg provided Closing Words.

With the Agenda completed and no new business from the floor, the Chair adjourned the meeting at 9:20 p.m.

Lucy Gamon, Board Secretary

Email the Secretary at secretary@uusic.org with requests for documents reviewed at the meeting.

The Board approved these minutes at its regular meeting on May 21, 2025.