

## UUS Board Meeting Minutes

June 18, 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), Monique DiCarlo (Trustee), Rev. Diana Smith (Ex-officio). Quorum met.

Guests: Jan Weaver (incoming Vice-President), Erica Reschly (incoming Trustee).

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

Hearing no objections, the following Consent Agenda was adopted:

Reports	Decisions
<ul style="list-style-type: none"><li>Minister's Report - May</li><li>Treasurer's Report - May</li><li>Endowment Committee Minutes - May 19</li><li>Mortgage Reduction Campaign Results</li></ul>	<ul style="list-style-type: none"><li>Approve May Board Meeting Minutes</li><li>Form Glass Safety Task Force</li><li>Appoint Kara Beauchamp as Asst. Treasurer</li></ul>

**Endorse endowment policy framework for restricted funds**—The Board reviewed and discussed a document the Endowment Committee has prepared entitled: “New Restricted Fund Rollout.” The Board generally approved this document, but also discussed various “wordsmithing” suggestions for the document. This feedback will be provided to the Endowment Committee. Rev. Diana agreed that she and staff would develop an application process for the restricted funds so that the Endowment Committee can receive “filtered” spending proposals which have already received initial approval.

**Action Step:** Rev. Diana and staff will work with staff on procedures and an application process so that entities can apply for restricted endowment funds.

**Discuss budget prep efforts and next steps**—Walberg led the Board in discussing our annual budget preparation efforts. He gave a summary of the recent successful mortgage campaign results, with pledges and contributions exceeding \$407,000. The August Board meeting will be a critical time to finalize a decision about 1) how much we will request from the General Fund as a contribution to the mortgage campaign, 2) how much we will contribute from cash reserves, 3) how much can be contributed from other revenue sources, such as bequests. The amount of the remaining mortgage, if any, will inform our Annual Spending Allowance (“ASA”) strategy.

**Action Step:** There will be a joint meeting with the Board and the Finance Committee before the August meeting.

**Action Step:** Rev. Diana will give the Board clear information about revenue sources and non-discretionary spending. She will prepare drafts of possible budgets at multiple spending levels.

**Discuss Upcoming Meetings Logistics**—Reschly and Ross updated the Board on progress with HOPE For Us. We will have a Zoom Meeting on July 2<sup>nd</sup> starting at 6:00 p.m. Members of the Right Relations Team will be invited to this meeting. Reschly will coordinate a congregational email and a service announcement to inform members that “HOPE for Us” is available as a resource for those experiencing conflict within the church. Ross reminded the Board regarding logistics for the upcoming Board retreat on July 12 beginning at 9:00 a.m.

**Board Transition Ritual**—Board members individually said their good-byes and expressed gratitude to outgoing trustees Cawley and DiCarlo for their service and contributions to the Board.

**Motion to go in and out of closed session to discuss management issue**—Ross moved to go into closed session to have a management consultation with Rev. Diana. DiCarlo seconded. The Board passed the motion unanimously. Board discussion regarding the management issue thereafter ensued. Cawley moved to go out of closed session. Honey-Arcement seconded. The Board passed the motion unanimously.

## **Closing**

There were no Process Observer comments. Rev. Diana provided Closing Words.

With the Agenda completed and no new business from the floor, the Chair adjourned the meeting at 9:40 p.m.

*Lucy Gamon, Board Secretary*

*Email the Secretary at [secretary@uusic.org](mailto:secretary@uusic.org) with requests for documents reviewed at the meeting.*

The Board approved these Minutes at its regular meeting on July 16, 2025.