

BOARD OF TRUSTEES

Minutes July 2022 – June 2023

Olympia Unitarian Universalist Congregation

Contents:

[July 2022](#)

[August 2022](#)

[September 2022](#)

[October 2022](#)

[November 2022](#)

[December 2022](#)

[January 2023](#)

[February 2023](#)

[March 2023](#)

[April 2023](#)

[May 2023](#)

[June 2023](#)

July 2022

OUUC BOARD MEETING MINUTES

Thursday, July 14, 2022 7:00 – 9:00 PM on Zoom

A loving, just and healthy world. We welcome, and wonder, embrace, and empower, bridge and become.

Board Officers Present: Arlene Colerick, President; Lee Doyle, Vice-Pres; Jeff Goltz, Treasurer; Rich Kalman,

Secretary

Members at Large Present: Diana Finch, Eric Ness, Jean Phillips, Joe Joy, and Tami Black,

Members absent: none

Congregational members present: Melanie Ransom

Opening words: Eric

Check in everyone

Review Agenda Arlene reviewed the agenda.

Consent Agenda – The minutes of the June board meeting were approved.

Congregational Member Concerns/Comments: Melanie reported on the costs of, and revenue from, the recent annual

auction, with some considerations for next year.

Committee reports:

- LDC – Jean talked about the work of the Leadership Development Team and the need to increase volunteerism.

- Health and Safety

- o Tami reported on plans to set up the task force with Rev Mary and Brian Coyne.

- o Arlene reminded us that the board will review the Non-Covenantal Policy changes in August.

- Legacy Planning – Diana said that, in September, she and Jeff will be making a presentation to the board about

Legacy Planning procedures. The committee will meet in August to compose their suggestions regarding the use of

restricted and unrestricted funds as well as the use of dividends from the endowment.

- Finance – Jeff moved, and it was unanimously approved, that the Board authorize the following people to have

signature authority on Twin Star Credit Union accounts and that the Congregational Administrator so notify Twin

Star by letter:

Jeff Goltz, Treasurer

Rev. Mary Gear, Minister

Rev. Sara Lewis, Director of Community & Faith Development (account S91, Minister Checking only, if possible)

Darlene Sarkela, Congregational Administrator

Board Retreat: Arlene

- We agreed to meet in person, outdoors, provided that everyone all attending do an At-home Rapid Covid Self-test

withing 24 hours prior to the meeting (preferably that morning). The Ministry Development Team will also attend.

- Arlene reviewed the proposed agenda for the retreat.

Review new business and assignments for next meeting:

- Rich will send Melanie's Power Point Presentation to the board
- Arlene will let the Ministry Development Team and remind Board Members that we need to do a Covid self-test

before the meeting.

- Jeff volunteered to provide opening words at the retreat.

Lee reviewed the meeting and gave us an A-.

For next meeting (Thursday, August 6, 2022)

- Lee will do opening and the closing words.
- Joe will grade the meeting.
- Rich will send board members the meeting-grading-criteria form.

Closing - Eric

Respectfully submitted this sixth day of August, 2022 by Board Secretary, Rich Kalman.

August 2022

OUUC BOARD MEETING MINUTES

Thursday, August 11, 2022 – 7:00 – 9:00 PM on Zoom

A loving, just, and healthy world. We welcome and wonder, embrace and empower, bridge and become.

Board Officers Present: Arlene Colerick, President; Lee Doyle, Vice-President; Jeff Goltz, Treasurer

Members at Large Present: Tami Black, Diana Finch, Joe Joy, Jean Phillips, and Eric Ness

Members absent: Rich Kalman, Secretary

Ex-officio Member: The Rev. Mary Gear

Opening words: Lee

Check in: everyone

Review Agenda: Arlene reviewed the agenda.

Consent Agenda – The minutes of the July Board meeting were approved.

Congregational Member Concerns/Comments. None

Ministerial Report --

- Safe Congregations Reserve

The Safe Congregations reserve containing \$1,575 in restricted funds was established by the Board in 2012.

The funds were not needed for their intent so they are sitting in the bank. The question before the Board

was do they wish to retain that reserve fund or use the funds in some other fashion. After discussion it was

moved and seconded to change the name to the Healthy Congregation Reserve Fund, and to

change the designation of the funds to implement the Healthy Congregation Policy.

Unanimously approved by the Board.

- Health Benefit Start Date

Rev. Mary stated that considerable time is required to initiate insurance benefits for new hires. Rev. Mary

recommended changing the start date of new employee health benefits to begin 60 days after employment,

rather than on the current date of hire. After discussion, Jeff Goltz recommended not changing the start date of health benefits to avoid potential hardship on new employees. The Board asked Rev Mary to research UUA Guidelines.

- Land Parcel

Rev. Mary brought to the Board's attention a reminder that no decision had been made by the last Board as

to the sale or disposition of the small parcel of land donated to OUUC by past congregants. OUUC pays property taxes on the parcel that is not within OUUC's church site. Joe Joy recommended that the Buildings

and Grounds committee investigate if the parcel contributes significantly to the congregation's pervious surface total (pervious to impervious surface ratio calculation) for OUUC's storm water permit. The Board

agreed that this information was important before making any determination about the parcel.

Review Ministerial Agreement (Sick Leave): Rev. Mary stated that sick leave is not clearly addressed in her

ministerial agreement. The section covering ministerial sick leave was in the ministerial agreement and was

deemed adequate. Rev. Mary reminded the Board that she has been here three years already, and that sabbatical leave will be available between years four and seven of her ministry at OUUC. Rev. Mary assured the

Board that discussion about future Minister sabbatical leave would be planned a year in advance of the leave.

Committee reports:

- Leadership Development Committee – Jean. No report.

- Health & Safety – Tami

Tami reported that the task force agreed to update the COVID guidance document to allow up to 30 congregants

in the sanctuary during high-risk times and to allow congregants to sing at any risk level, given

masking and the good HVAC system. Building Manager Marie Arnesmeyer determined that the plan allowed

for adequate spacing in the sanctuary. The guidance will also include the following statement: "We

request that people who test positive for COVID refrain from in-person activities at OUUC for 10 days after

onset of symptoms or a positive test."

- Legacy Planning – Diana.

Diana reported that the committee is developing new policies that would be presented Fall of 2022.

Jeff stated the main issue is how endowment revenue might be used, and what is considered special projects. He has asked Susan Kirkpatrick, a legal advisor on endowed revenue, if she would present a workshop to the Board in the Fall of 2022. The Board agreed that would be welcome.

- Finance – Jeff-- Treasurer's Report Quarterly.

Treasurer Goltz requested the Board authorize new signers for the TwinStar account. Goltz

moved that the Board authorize signature authority for the accounts of the Olympia Unitarian Universalist

Congregation at Key Bank in Olympia, as presented below:

1. Jeffrey Goltz, as the new OUUC Treasurer, should replace former Treasurer Jason Martinelli on all accounts

where Jason has authority. Jason would no longer have such authority.

2. Arlene Colerick, as the new OUUC Board President, should replace former President James Trujillo on all accounts where James has authority. James would no longer have such authority.

3. Rev. Mary Gear and Rev. Sara Lewis should retain their signature authority on the accounts where

they currently have authority.

The Board unanimously approved.

Non-Covenantal Behavior Policy Amendment: reported by Jean Phillips and Jeff Goltz. The completed amendment was approved by the Board. Arlene agreed to bring the revised policy to the attention of the

congregation at The September Board Report.

New business and Assignments for next meeting:

- Joe will consult with the Building and Grounds committee to determine if the land parcel improves the calculations for OUUC's storm water permit.
- Jeff will assist Arlene, Rev. Mary and Rev. Sara with Key Bank authorization.
- Arlene, Jean and Jeff will present the Covenantal Behavior Policy Amendment portion of the Board Report on Sunday, September 11.

Joe Joy reviewed the meeting and graded it an A-.

For next meeting Thursday, September 8, 2022.

Jean Phillips will do opening and the closing words

Diana Finch will grade the meeting

There will be no Board video in August. The September 11 Board report will include the Key Board Deliverables, including probable Capital Campaign, review of meeting minutes, Treasurer's report and Covenantal Behavior amendments.

Closing – Rev. Mary stated that she is enjoying watching the new Board of Directors working together marvelously.

Closing words by Lee.

Respectfully (and humbly) submitted this 8th day of September 2022, by Lee Doyle, stand-in for Board Secretary, Rich Kalman.

September 2022

OUUC BOARD MEETING MINUTES

Thursday, Sept 8 2022 7:00 – 9:00 PM on Zoom

A loving, just and healthy world. We welcome, and wonder, embrace, and empower, bridge and become.

Board Officers Present: Arlene Colerick, President; Lee Doyle, Vice-Pres; Treasurer; Rich Kalman, Secretary

Members at Large Present: Diana Finch, Eric Ness, Jean Phillips, and Tami Black,

Ex-officio Member: The Rev. Mary Gear

Members absent: Jeff Goltz, Treasurer; Joe Joy,

Congregational members present: none

Opening words: Jean

Check in everyone

Review Agenda Arlene reviewed the agenda.

Consent Agenda – The amended August 2022 board meeting minutes were approved.

Congregational Member Concerns/Comments

- none

Ministerial Report --

- Part of the minister's salary is allowed to be designated as a housing expense allowance. Rev. Mary requested that

the minister's housing allowance be reduced from \$5000/month to \$3000/month. The board

unanimously approved.

- Personnel update: Jo Sahlin ended employment with OUUC on Aug 31. Her position will be filled by two part time

tech staff. Rev Mary estimates that an additional \$4000 will be added to the tech budget in order to cover training

hours and increase the offered wage by \$0.50 per hour to approach a competitive wage. Arlene moved and the

board the board voted to approve using \$4000 from the operating reserves for staffing.

- Although UUA recommends starting employee health benefits at their start date, some new hires leave shortly after

being hired, wasting staff time in setting up health care. Therefore, Arlene moved that OUUC enter into an

agreement with the UUA Health Plan which would allow OUUC the flexibility to begin employee

health benefits up to 60 days after hiring. Passed unanimously.

- Three out of four furnaces are not functioning properly. They are all beyond their engineered life span. Repair would

not be cost effective. We intend to replace all four gas furnaces with electric heat pumps which are more ecological.

While electric will be more expensive than gas furnaces, they are also capable of cooling (gas furnaces are not). We

also depend on our furnaces for ventilation (important during the pandemic). The cost could be about \$200,000.

OUUC may need to get a loan to pay for replacement. It would good to have a congregational information session to

inform congregants about the need for this expense and to ask for their financial support. Due to the time it takes to

complete this work before the cold weather, the work needs to begin very soon. The board could take a loan for

\$80,000 to allow the work to get started. The board considered the following funding options: a loan from the UUA

Growth Fund, our reserve funds, George Lanning's gift, and applying for grants. It is the consensus of the board to

begin work as soon as possible, to also inform the congregation as soon as possible, and to use our reserve funds to

get started. OUUC currently has the funds to deal with this emergency, but will need to raise funds in the future to

replenish our reserve funds. Eric and Lee crafted a motion to give Rev Mary approval to use existing reserve funds as needed, to be replenished by a Capital Campaign, grants, and possible loans, in order to proceed with an emergency measure to replace the gas furnaces with heat pumps. The motion was unanimously approved.

- Rev Mary agreed to keep the board up to date on the furnace replacement and to use congregant experts as

consultants in reviewing bids.

- The Board noted that The third Sunday in October would be good time to start a Capital Campaign for furnaces, to

replenish the reserve funds, and to fund a reserve to pay off the mortgage loans.

Committee reports:

- LDC – Jean noted that the LDC met and discussed their role in the future and to consult with Rev Sara and her

leadership team.

- Health and Safety – Tami reported that Tim Ransom has revised the pandemic guidance document. Also, people are

no longer required to sign-in when entering the church.

- Legacy Planning – Diana said the team did not meet this month. Harmon will be attending a UUA quarterly meeting.

A policy proposal will be presented next month.

- Finance: Jeff, who is traveling has communicated with the board by email.

Old Business

- Land Parcel Update – moved to next month.

New Business

- Fundraising Update – Lee said the team is making progress in recruiting leaders for the Auction Committee, for the

Capital Campaign and the Stewardship Campaign.

- Scope of the Capital Campaign –Arlene had met with Rev Mary to discuss the scope of the campaign over 2-3 years.

We need to raise \$148K to pay off the mortgages and the private loan. This would leave the operation budget for

other things. In addition we need to replenish the Capital Reserve fund for the furnace replacement \$100K, and the

Building Major Maintenance Fund for \$55K, with the possible addition of Solar Panels or Parking lot lights. Arlene

moved that OUUC will pursue a Capital Campaign to raise an additional \$300,000. The motion passed unanimously. (This is “additional” to the \$100K contributed by George Lanning.)

- Arlene will do the Board Video for this month. It will be informational on the heat pumps emergency.
- Third Sunday in October Arlene and the Capital Campaign Committee will kick-off the Capital Campaign.

Review new business and assignments for next meeting:

- Diana reviewed the meeting and gave us an A.
- Joe will present a land parcel update.
- Jean and Arlene will present Non-Covenantal Behavior Policy Language. They will consult with Rev Mary about bylaws.
- Diana will present the legacy planning policy.
- Rev Mary will report on the reserve study.

For next meeting (Thursday, October 13, 2022)

- Eric will do opening and the closing words.
- Jean will grade the meeting.
- Arlene will do the board video this month.

Closing - Jean

Respectfully submitted this 13th day of October, 2022 by Board Secretary, Rich Kalman.

October 2022

OUUC BOARD MEETING MINUTES

Thursday, October 13, 2022 7:00 – 9:00 PM on Zoom

A loving, just and healthy world. We welcome, and wonder, embrace, and empower, bridge and become.

Board Officers Present: Arlene Colerick, President; Lee Doyle, Vice-Pres; Jeff Goltz, Treasurer; Rich Kalman,

Secretary

Members at Large Present: Diana Finch, Eric Ness, Jean Phillips, Joe Joy, and Tami Black,

Ex-officio Member: The Rev. Mary Gear

Members absent: none

Congregational members present: Barry Zickuhr

Opening words: Eric

Check in everyone

Review Agenda Arlene reviewed the agenda.

Consent Agenda – approved

Old Business

- Land Parcel Update – Joe Joy reported that the parcel is separate from the property that the church is on. Selling it would not effect the main property. We will discuss what to do with the parcel at a future board meeting.
- Non-Covenantal Behavior Policy – Jean & Jeff reported that the revised policy is not consistent with our bylaws. We may need to study this further and consider a change to the bylaws in the future to bring them into alignment.

Congregational Member Concerns/Comments

- Rev. Mary met with a member who had concerns about the website.

Ministerial Report --

- Sunday attendance is back to pre-covid levels, with more people in person than online.
- We had 60 people at the Thursday dinner last week.
- Carbon Marshall was hired as a tech specialist.
- HVAC We are starting to get information from the two companies we are getting bids from. Rev Mary asked if the

board would like to have input into the process. The board affirmed that Rev Mary has authority to proceed with the

project.

- Reserve Study: Don Melnick provided the board with a copy of the reserve study. A task force will be formed to examine the study and decide what to do about it. That would include goal setting and a funding plan. Joe moved that the board form a task force to look at the reserve study and decide how it shall be used. Joe volunteered to be a liaison from the board to B&G and to help form, and write the charge to the task force. The motion passed unanimously.
- Rev Mary suggested that the board define a process for making decisions via email. This may require a change in the bylaws. We want to be efficient and also transparent.

Board Sunday Presentation Review – Arlene gave the board a preview of her PowerPoint Presentation.

Committee reports:

- Fund Raising — Lee said the Capital Campaign has Barry as a chairperson and is forming goals. Eric volunteered to serve as liaison for the Stewardship Committee. Lee will serve as liaison to the Auction Committee, which is looking for a chairperson. Jeff will also be working with the auction committee. A separate Fundraising Planning Group is looking for people who can serve on these three committees.
- LDC – Jean reported that this group may take on presenting a leadership Sunday Service to recruit leaders, and they are preparing for the next round of interviews with people who may be willing to serve on the board, on LDC and in other leadership positions.
- Health and Safety—Tami said the group is reviewing their guidelines and are looking at when we could lift any of the current COVID restrictions. They expect Gov Inslee to lift the statewide emergency restrictions in November.
- Legacy Planning—Diana let the board know that next month we will need to discuss the Legacy giving Plan that she has sent to the board.

BBB Online Sale Requests – The board deeply appreciates Susan Dodson’s successful online fundraising efforts. Arlene led a discussion about Susan Dodson’s plan to have a second, online-only book sale in the late winter or early spring, in concert with the stewardship drive. The timing may conflict with other church fundraising events (as well as the Temple book sale). The online BBB does not contribute to

OUC operating funds. Some congregants may resist being canvassed so many times during a short time period. The board voted to table Susan's request, but would like to invite Susan to submit another request for an online book sale for a time that does not conflict with other fundraising events. Diana abstained all others voted for the motion.

Review new business and assignments for next meeting:

- Review revised Legacy Planning Strategy
- Joe and Jeff volunteered to work on the Reserve Study Task Force. Joe will be a liaison to B&G and Jeff will draft a charge for the Task Force.
- Arlene and Jeff will write a board policy that defines a process for making time sensitive decisions via email or Realm.
- Lee and Jeff will help organize the Auction Committee. Jean will work with the Fundraising Planning Group.
- Arlene will call Susan to invite her to submit an amended proposal for the BBB fundraiser.
- Jean will send all board members her revised Board Meeting Evaluation form.

Jean reviewed the meeting and gave us an A.

For next meeting (Thursday, November 11, 2022)

- Diana will do opening and the closing words
- Eric will grade the meeting
- Arlene will do the board Sunday this month.

Closing - Eric

Respectfully submitted this 11th day of November, 2022 by Board Secretary, Rich Kalman.

November 2022

OUUC BOARD MEETING MINUTES

Thursday November 10, 2022 7:00 – 9:00 PM on Zoom

A loving, just and healthy world. We welcome, and wonder, embrace, and empower, bridge and become.

Board Officers Present: Arlene Colerick, President; Lee Doyle, Vice-Pres; Jeff Goltz, Treasurer; Rich Kalman, Secretary

Members at Large Present: Diana Finch, Eric Ness, Jean Phillips, Joe Joy, and Tami Black,

Ex-officio Member: The Rev. Mary Gear

Members absent: none

Congregational members present: none

Opening words: Diana

Check in everyone

Review Agenda Arlene reviewed the agenda.

Consent Agenda – The October minutes were approved with one change.

Congregational Member Concerns/Comments

- Melanie Ransom proposed a Cookie Ministry Sale – a holiday cookie fund raiser, Dec 18 after services, for the kitchen fund. The board unanimously approved the sale.

Ministerial Report --

HVAC – One of the bids was incomplete, the other is being revised. A fifth gas furnace was discovered, it is only ten years old and will be left in place.

Rev. Mary gave permission to the Faith In Action leadership to sign-on to the Justice Washington Petition to remove dams on the Columbia River. The usual process for approval was abbreviated due to the short turnaround time and the issue would not be controversial within our congregation.

The health insurance increase is 7% across the board with an expected additional 3% increase as age increases. An increase of salaries was discussed. Also, the minimum wage will rise by \$1.25 in January.

Olympia Police Detectives were at OUUC, investigating a crime in the area.

Rev. Mary anticipates travel to visit her brother who is undergoing treatment for stage IV cancer.

Rev. Mary described “Sociocracy”, which is a governance model that may be used to elicit input from all members of a group that is tasked with making decisions efficiently.

She also presented a “DARCI Matrix” for decision makers working on fundraising campaigns that might be useful as we go into our upcoming auction and stewardship drive.

Committee reports:

Finance: Jeff presented the Q1 Treasurer’s Report

Health and Safety – Tami reported that the task force is meeting as needed. The only change to the guidance is for groups of 10 or less, which may now decide by consensus to meet without masks.

Legacy Planning – Diana answered questions from the board about proposed revisions to the Legacy Giving policy.

LDC – Jean. The committee is recruiting a list of candidates to fill leadership positions. The committee is considering doing a service on leadership, with Rev. Sara, in the Spring.

Old Business

Non-Covenantal Behavior Policy – Jean explained the changes which are needed for the policy to be consistent with our Bylaws. The board worked on the wording

Capital Campaign Launch – Joe and Rev. Mary reported on the work of the committee. The theme will be “Songs in the Key of Warm”. There will be a concert at the church this weekend. Board members are asked to write Thank-you notes.

Stewardship Drive Launch – Eric: The Committee has formed and has a timeline. The Drive will start the first Sunday in March and continue for 4 weeks.

Auction – Lee: The Auction Committee has been formed, Chaired by Jenee Wolfram. They will try to design the event to include more of the congregation than in past years.

New Business

Reserve Study Implementation Task Force – Jeff explained the board’s charge to the Task Force as outlined in the document he, Joe and Don Melnick created. Prospective members of the Task Force will be appointed by the board. The board approved the Reserve Task Force Charge document with minor changes:

- to authorize the President of the Board, in consultation with the board, the minister and the B&G, to

appoint members of the task force and to select a chair person, and

- to correct the completion date to May 1, 2023.

Meeting in December? Yes—a short one on Dec 8.

Review new business and assignments for next meeting:

Tami and Joe will work with Rev. Mary to explore our use of the DARCI Matrix for fundraising at OUUC. They will also consult with the Capital Campaign Committee.

Diana will take the Board's questions and a request for clarified language back to the Legacy Planning Committee.

Jean will update the wording of the Non-Covenantal Behavior policy, in accordance with board concerns. It will be considered in the consent agenda at the next meeting.

ALL board members will let Joe know if we are able to write Thank-you notes for the Capital Campaign.

All board members are asked to be present at the November 20th Board Sunday featuring the Capital Campaign.

Arlene will include information about giving to the CC in her Board Sunday slide presentation.

Jeff will send an email, to Arlene and the board, nominating a slate of candidates for the Reserve Study Task Force.

Eric reviewed the meeting and gave us an A.

For next meeting (Thursday, December 8, 2022)

- Lee will do opening and the closing words.
- Jean will grade the meeting.

Closing - Diana

Respectfully submitted this 8th day of December, 2022 by Board Secretary, Rich Kalman.

December 2022

OUUC BOARD MEETING MINUTES

Thursday, December 8, 2022 7:00 – 9:00 PM on Zoom

A loving, just and healthy world. We welcome, and wonder, embrace, and empower, bridge and become.

Board Officers Present: Arlene Colerick, President; Lee Doyle, Vice-Pres; Jeff Goltz, Treasurer; Rich Kalman, Secretary

Members at Large Present: Diana Finch, Eric Ness, Jean Phillips, Joe Joy, and Tami Black,

Ex-officio Member: The Rev. Mary Gear

Members absent: none

Congregational members present: none

Opening words: Lee

Check in everyone

Review Agenda Arlene reviewed the agenda.

Consent Agenda – The revised November Board Meeting minutes and an Amendment to the Non-Covenantal Behavior policy were approved.

Congregational Member Concerns/Comments

Rev Mary is getting calls about masking that represent the whole range of opinions on the subject.

Ministerial Report:

HVAC Contract –The contract with Sunset Air is still under review with our hired engineer. It may take three more months to get all the equipment needed and to reach project completion.

Due to the continuing pandemic implementation of moving to two services on Sundays will be delayed.

Rev Mary will be taking leave to visit her brother.

Rev. Mary shared the UUA salary recommendations . They are higher than what we are currently paying our staff in all positions. Rev. Mary and Arlene will convene a small group which will recommend a plan to the board to raise staff salaries. The group will consider UUA's geo index, as well as other comparables e.g. state workers, in preparing its recommendation.

Committee reports:

Health and Safety – Tami and Rev Mary announced that groups of 10 or less in the building may decide for themselves about using masks. “Mask optional for all” will be considered in January. The task force will move to meeting only as needed after January. The choir decided to practice with masks optional but to perform masked.

LDC – Jean said that the committee is revising their process for recruiting candidates. The LDC will begin calling congregants in January to fill available leadership positions.

Legacy Planning – Diana reported that the committee is working on language for their policy. They are considering a proposal for taking some of the endowment funds and investing them locally in value driven companies e.g. solar energy. The endowment is currently about \$370K-\$400K.

Finance: Jeff said pledge revenues are coming-in on schedule, which is good. He and Darlene will follow up with those who are not fulfilling their pledges.

Old Business

Capital Campaign – Joe said the CC is half-way to its target of matching George’s gift. They are following up on those who have not yet pledged. So far pledges have added \$164,885 to Georges gift.

Stewardship – Eric: Karmel Shields is the new chair of the eight person committee. They have a timeline and a draft mailing which will be sent to the congregation at the beginning of March, when the Stewardship Drive begins. Video testimonials are being planned. There will be a membership appreciation action around Valentines Day, before the drive begins.

Auction – Lee said Jenee Wolfram is stepping up to organize the auction and collecting information about previous auctions and forming sub-committees for which volunteers taking leadership responsibilities. Jenee will keep the board informed about what may be needed from the board.

Reserve Study Implementation Task Force – Jeff said the task force is forming. The job of the task force is becoming easier, due to the success of the capital campaign. They may use the help of the consultant who authored the Reserve Study Report.

New Business

Board Listening Session: On Dec 18 the Capital Campaign Committee will have a listening session. There will be a hybrid panel discussion on “Why we serve and why we give.”

Review new business and assignments for next meeting:

Jean, reviewed the meeting and gave us an A.

Rev. Mary and Arlene will convene a salary increase task force.

Jean will send a copy of the meeting grading criteria to all board members.

For next meeting (Thursday, January 12, 2023)

Joe will do opening and the closing words.

Tami will grade the meeting.

Closing - Lee

Respectfully submitted this 8th day of December, 2022 by Board Secretary, Rich Kalman.

January 2023

OUUC BOARD MEETING MINUTES

Thursday, January 12, 2023 7:00 – 9:00 PM on Zoom

A loving, just and healthy world. We welcome, and wonder, embrace, and empower, bridge and become.

Board Officers Present: Arlene Colerick, President; Lee Doyle, Vice-Pres; Jeff Goltz, Treasurer; Rich Kalman,

Secretary

Members at Large Present: Diana Finch, Eric Ness, Jean Phillips, Joe Joy, and Tami Black,

Ex-officio Member: The Rev. Mary Gear

Members absent: none

Congregational members present: Karmel Shields,

Opening words: Joe

Check in – everyone

Review Agenda – Arlene reviewed the agenda.

Consent Agenda – The minutes of the December meeting were approved.

Congregational Member Concerns/Comments

none

Ministerial Report --

Ministerial Report -- Rev. Mary. The bid for heat pumps alone was just over \$100,000 (\$105,000). This does not include

the electrical work which will be bid separately, cost unknown. The estimate of about \$200,000 for everything

is still the best guess we have.

There have been some questions in the congregation about whether we need to have a gun policy. Rev. Mary

believes that the whole congregation must participate in conversation about gun policy. This discussion will be

scheduled for a future meeting.

Rev Mary and Arlene will be meeting with a couple of members about an offer of an in-kind contribution.

Rev Mary asked for grace and downtime as she copes with family issues.

Committee reports:

Health and Safety – Tami reported that this committee is talking about moving to “masks optional” at the church.

LDC – Jean said the LDC is looking for candidates for the board and the LDC.

Legacy Planning – Diana (see this item below)

Finance: Jeff has yet to receive the Q2 financial report from the auditors. Jeff invested \$250,000 of OUUC funds into

CDs so that OUUC may benefit financially. He also noted that pledge revenues are keeping up with the budget and

pledges are being fulfilled ahead of projections.

Old Business

Capital Campaign – Joe told us that CC pledges are still trickling in. Over half of the membership has pledged to

contribute. There have been several avenues of notifying the congregation about the campaign. So far we have

raised \$473,610 with about \$80K left to go. About 85% of goal has been met. Contributors have been thanked and an

appreciation event is being planned by the committee.

Stewardship – Eric said the committee is putting out a mailing and preparing testimonials. There will be an

appreciation event around Valentine’s Day and a kick-off on March 4th. Karmel said the Valentines Party will be

inspirational and set a tone of caring for each other and the congregation. The idea is also to reach-out to those who

may not be able to regularly attend at church.

Auction – Lee related a report from Jenee Wolfram, who said she was making plans although she was concerned

that one person had resigned from the committee. She hoped to call the first meeting soon.

Reserve Study Implementation Task Force – Joe reported that the committee has reviewed the Reserve Study and

is studying how Reserve Studies are used. The committee reminds the board that this is not a one-time-event, but is

about a continuing need to care for the building. Just as current congregants are the beneficiaries of those who

came before us, the committee is looking at what current congregants must do to keep our grounds and building

healthy for the next 30 years, and how to realistically budget for the future. Arlene encouraged thinking towards a

balanced approach to planning reserving goal. Rev Mary suggested that the board look at how the Capital Campaign

and Legacy Planning fit with the Reserve needs of OUUC.

Review Board Key Deliverables – Jeff's overview of the items: 3rd Sunday Board, on track; governance committee,

hasn't begun; engage in essential financial planning, no single effort, but all the campaign efforts do reflect progress.

Jeff, believes good progress is being made; audit, has not begun; increase volunteerism, more effort could help if we

could encourage more engagement by congregation. Funding our priorities, part 2: revenue enhancement

committee, Arlene summarized that the committees are making good progress on legacy planning. Discussion about

investigating multiple forms on passive income generation. Arlene appreciates everyone's outstanding efforts. Jeff

will report to the congregation during next Sunday's Board Listening about financial condition.

New Business

Legacy Planning Policy Revision – Diana had sent the board a draft of LPC policy revisions with a cover letter. One

issue is whether withdrawals from the Endowment could be used for operating expenses. Currently endowment

funds may be used for Reserve Fund Projects. Jeff clarified that after the endowment reaches \$500K we may

withdraw 2.5% of the total. We should withdraw less than the fund grows each year so that it continues to grow.

OUUC not only has operating expenses but also has pressing maintenance needs. Diana asked, and the board

discussed, whether the cost of the brass leaves on the wall should be raised from \$2500 to \$5000. No decision was

made. Rev. Mary asked the board to consider how to express gratitude to the donors to the Capital Campaign. Rev

Mary summarized the recommendation from the book Beyond Fundraising to use endowment funds for operations,

reserve projects and social justice.

Board Sunday, Jan 15 – Arlene Discussion this Sunday. Arlene will send her draft for the presentation.

Review new business and assignments for next meeting:

Tami reviewed the meeting and gave us an A.

Arlene will set up a meeting with Beatrice and Fred

Jeff will prepare a presentation about the board deliverables for the Board Sunday presentation

Arlene will prepare the slides for the Board Sunday presentation and send them to Jeff for review.

Arlene will send Darlene's document about priorities for use of contributions to LG to Jeff and Diana.

Jeff will send examples of the use of endowments gifts for operational expenses to Arlene and Jeff or the board.

Joe will ask the CC committee how they want to express gratitude to donors: an event, plaques, or other.

Arlene will sent a draft of the PPP for board Sunday to the board.

Joe will report on the Reserve Task Force at the Board Sunday Presentation.

Arlene will email Barry to invite him to give an update, during board Sunday, about how well we are doing in the

Capital Campaign. (thermometer graphic).

For next meeting (Thursday, February 9, 2023)

Tami will do opening and the closing words.

Diana will grade the meeting.

Arlene will organize and give the board Sunday presentation this month.

Closing - Joe

Respectfully submitted this 9th day of Feb, ruary2023 by Board Secretary, Rich Kalman.

February 2023

OUUC BOARD MEETING MINUTES

Thursday, February 9, 2023 7:00 – 9:00 PM on Zoom

A loving, just and healthy world. We welcome, and wonder, embrace, and empower, bridge and become.

Board Officers Present: Arlene Colerick, President; Lee Doyle, Vice-Pres; Jeff Goltz, Treasurer; Rich Kalman,

Secretary

Members at Large Present: Diana Finch, Eric Ness, Jean Phillips, Joe Joy, and Tami Black,

Ex-officio Member: The Rev. Mary Gear

Members absent: none

Congregational members present: Barry Zickuhr, Gregory Robinson , Karmel Shields

Opening words: Tami

Check in everyone

Review Agenda Arlene reviewed the agenda.

Consent Agenda – The revised January Minutes were approved.

Congregational Member Concerns/Comments

none

Treasurer's Report –

Jeff submitted a written report that was accepted by the board.

Jeff will be meeting with TwinStar to investigate future investment opportunities.

Committee Reports

Capital Campaign Update – (Joe and) Barry: The Capital Campaign is is formally over, but we are continuing to accept

Capital Campaign commitments. The total collected was \$514,665 which is \$40,835 short of our goal. One hundred

eighty-five members pledged. Forty percent of the money came from about 20 people. The board appreciates the

people on the CC Team: Barry Zickuhr, Elizabeth Rodrick, Frank Winters and James Trujillo. A gift of appreciation for

the donors (a card with graphic and calligraphy) is being crafted.

LDC-- Jean reported that the LDC is making good progress in finding a slate of candidates to fill all open positions.

They have identified some issues/barriers to recruitment that they would like to discuss with us after this election

cycle is over.

Health and Safety Task Force -- At the last meeting of the task force (in January 2023) they decided unanimously to

go to a "mask optional" policy throughout the church building and grounds, and agreed that we would only meet as

needed.

(Legacy Giving Committee decided that they would postpone their report because of time issues and priority of

annual budget discussion).

Ministerial Report -- Rev. Mary

New heat pumps have been ordered and are expected to arrive in three months. The electrical design is underway.

We anticipate it will take at least 4-5 more months for completion.

Budget, Allocation of funds. Rev Mary presented three budget proposals and asked the board for input or questions

on the budget.

Most staff salaries are below UUA guidelines. It will take a couple of years for our salaries to catch up.

Should the Endowment policy be changed to allow for a withdrawal now? The cap could be lowered and a percentage

(~4% 4.5% may be taken each year) The board resolved to not include any endowment revenue in the budget that

goes to stewardship. The board asks the Legacy Giving Committee to revise the endowment policy.

How should the cash on hand from the Capital Campaign be allocated? The board voted unanimously to approve

the use of funds from the Capital Campaign, instead of the Operating Budget, to pay part or all of the mortgage. The amount and timing of payments will be determined by the board at a later date.

On March 5th Rev Mary and the Stewardship Team will do an “after church” presentation to educate the congregation

on our fundraising needs.

Fundraising and Task Force Updates:

Stewardship— Eric reported that the kick-off will be on Sunday, March 5th. The Valentines Soiree will be on Feb. 11.

Reserve Study Implementation: Joe said the committee considered the size of the ask and the need for education

about the importance of a consistent contribution to keep our building healthy. They are planning several

educational approaches. We need to show how we are using money from the Capital Campaign. The committee will

be meeting with a professional consultant.

Auction: Lee informed the board that the committee is coming together. Gail Gosney Wrede and Mary Ann

Thompson stepped up as procurers. Also on the team are Susan Bakke, Tami Black, Cindy Bowen, Alicia

Martinelli, Maggie Post, Mary Ann Thompson. Anna Garrett is willing to serve as Auctioneer. The committee is

looking at how the auction may be more inclusive and more productive.

Audit – Arlene reported that Brian Walsh, Sally Brennan and Megan Johnson are reviewing the church’s finances.

New Business – None

Executive Session – Rev. Mary

Review new business and assignments for next meeting:

Diana reviewed the meeting and gave us an A.

Joe will report on the buds and thorns of the Capital Campaign.

Rev. Mary will report on possibilities for church space rental.

Rev. Mary and the Stewardship Team will do an “after church” presentation on March 5th.

Arlene will check-in with Brian Walsh about the first audit task force meeting.

Arlene and Lee will present a listening session on “How shall I know you?”

The Legacy Giving Committee will draft changes to the Endowment policy.

Other topics to consider for the next agenda:

LDC debrief on leadership recruitment

Endowment policy change.

How to allocate Capital Campaign funds

Sabbatical coverage options

Debrief Capital Campaign

Bylaws changes-process and content

Governance vision discussion & possible adoption

Gun policy for OUUC

OUUC space use options

Behavioral Covenant drafts-March & April

For next meeting (Thursday, March 9, 2023)

Jeff will do opening and the closing words.

Eric will grade the meeting.

Arlene and Lee will do the board Sunday board presentation this month.

Closing - Tami

Respectfully submitted this 9th day of March, 2023 by Board Secretary, Rich Kalman.

March 2022

OUUC BOARD MEETING MINUTES

Thursday, March 9, 2023 7:00 – 9:00 PM on Zoom

A loving, just and healthy world. We welcome, and wonder, embrace, and empower, bridge and become.

Board Officers Present: Arlene Colerick, President; Lee Doyle, Vice-Pres; Jeff Goltz, Treasurer; Rich Kalman,

Secretary

Members at Large Present: Diana Finch, Eric Ness, Jean Phillips, and Tami Black,

Ex-officio Member: The Rev. Mary Gear

Members absent: Joe Joy

Congregational members present: Helen Henry, Martha Nicoloff, Jenee Wolfram, Karmel Shields,

Opening words: Jeff

Check in everyone

Review Agenda Arlene reviewed the agenda. Tami's report on the Auction Team was added to the agenda.

Consent Agenda – The updated February, 2023 Minutes were approved.

Congregational Member Concerns/Comments

none

Ministerial Report --

Behavioral Covenant – Rev Mary asked the board for feedback on the proposed Behavioral Covenant. The document

does not replace the existing Covenant. We discussed presenting it to the Congregation for its approval.

Congregational Meeting. Rev. Mary proposed removing ableist language from our existing covenant.

Rev Mary signed an agreement for duct replacement, which will require us to be out of the sanctuary and to use

other parts of the building instead for two weeks.

Facilities Rental – This discussion was postponed to next month.

Committee reports:

Finance: Jeff said he and Gregory Robinson met with a financial advisor at TwinStar about future investment

possibilities. These funds could be made available to us quickly should we need them.

Health and Safety—Tami reported that since the COVID mandates from the Governor’s office have all been lifted,

and OUUC has adequate approved health and safety policies and procedures in place, the task force asked the Board

to disband the task force. The Board discharges the Health and Safety task force with its deep gratitude.

Congregants with related concerns may contact Tami.

Legacy Planning—Diana and Jeff clarified some points in the revised Legacy Giving Policy. The new policy keeps the

\$5000+ contribution level as the threshold for awarding a brass leaf on the Giving Tree. Jeff added that we need to

discuss, at a later time, lowering the balance threshold and percentage withdrawn. The board will consider adoption

of the revised Legacy Giving policy in April or May.

LDC – Jean reported that strong candidates have come forward to serve on the board and LDC. The committee is

working on collecting candidate biographical information in preparation for the election. The committee is updating

a database about future potential candidates. They are also considering facilitating leadership development

activities. The board wondered if the tasks of Nomination and Development should be separated into two

committees.

Stewardship—Eric and Karmel described the committee’s efforts toward organizing the Stewardship Drive, including

a planned Irish Dinner, a letter that went out to the congregation, and the role of Stewardship Ambassadors. A

remaining challenge is reaching congregants who are just starting to get involved in OUUC.

Auction Team – Tami reported that the team has made a good start. All six members are taking on tasks. A family

friendly event at the church is being planned for May.

Old Business

Bylaws changes-process and content – Jeff reviewed the changes to the bylaws. The board voted unanimously to

approve submitting the bylaw changes to the congregation at the May meeting.

The Strategic discussion of Gun Policy was postponed to the next board meeting.

New Business

Board Sunday – The presentation on March 12, will focus on the Reserve Study. Leaders of the task force will explain

the reasons for the Reserve Study and the problem that the study was designed to address.

The board moved into Executive Session.

Lee asked to step down from the Vice President’s role while remaining on the board. Jeff nominated Jean to fill

the position of VP for the remainder of Lee’s term, which ends in May. She accepted the nomination and has

agreed to serve. The board unanimously approved.

Review new business and assignments for next meeting (Thursday, April 13, 2023):

Adopt a revised Legacy Giving Policy lowering the balance threshold and percentage withdrawn from the

Endowment

Consider a Facilities Rental Policy

Have a Strategic Discussion about gun policy at church

Arlene will attend the board video this month.

Eric reviewed the meeting and gave us an A.

For next meeting

Jean will do opening and the closing words.

Tami will grade the meeting.

Closing - Jeff

Respectfully submitted this 13th day of April, 2023 by Board Secretary, Rich Kalman.

April 2023

OUUC BOARD MEETING MINUTES

Thursday, April 13 2023 7:00 – 9:00 PM on Zoom

A loving, just and healthy world. We welcome, and wonder, embrace, and empower, bridge and become.

Board Officers Present: Arlene Colerick, President; Jean Phillips, Vice-Pres; Jeff Goltz, Treasurer; Rich Kalman,

Secretary

Members at Large Present: Diana Finch, Eric Ness, Joe Joy, and Tami Black, Lee Doyle,

Ex-officio Member: The Rev. Mary Gear

Members absent: none

Congregational members present: none

Opening words: Jean

Check in everyone

Review Agenda Arlene reviewed the agenda.

Consent Agenda – The March minutes were updated and approved.

Congregational Member Concerns/Comments

BBB Date – The Board unanimously approved changing the date of the Books Brownies & Beans fundraiser to

October28, 2023.

Cookbook Fund Raiser – The Board unanimously approved having this fundraiser (the sale of a cookbook of

compiled recipes used by congregants), under the supervision of Rev Sara, to cover some of the cost of the

Thursday evening church dinners.

Stewardship Update – Eric reported on the efforts of the committee, responses from the congregation, and

recommendations for future stewardship drives. The board discussed strategies for increasing the number of pledging

units.

Ministerial Report --

HVAC Update: Work is underway on the heating/cooling ducts. The end result will not look different. The cost and

design of the electrical work is pending.

Stewardship: Rev Mary thanked Eric and the Stewardship Team. She reported that the average pledge was

increased, especially among newer congregants. The challenge is that there are fewer pledging units.

Budget Priorities: Rev Mary will draw up a budget that will be 2% under our previous target. She proposed possible

sources of additional funds, her priorities and possible budget cuts. The board resolved to consider long-range

planning for stewardship (a five year plan).

OUUC Post COVID – not discussed

Behavioral Covenant This discussion will have to wait. We need to consider what procedure may be used to approve

changes to our covenant.

Committee reports:

Finance—Jeff invited us to come to his presentation on Sunday, and reminded us to get our Auction items in.

Legacy Planning – Diana said the committee is working on a new website and a new draft of policy.

LDC – Jean met with the LCD, they are ready to introduce the candidates at the Congregational Meeting. The LDC is

also preparing for their transition to a new LDC team. They will have a table at the June 3 event.

Audit Task Force—Arlene reported that the task force has a meeting with Rev Mary scheduled for May. They are

collecting information from other congregations.

Old Business

None

New Business

Board Sunday, April 16, “Church Finance for the Rest of Us” – Possible Q&A with Arlene interviewing Jeff. Also, Jeff

will have a presentation covering the basics of OUUC’s finances. Arlene invited the board to attend and speak about

our activities on the board.

Executive Session

Review new business and assignments for next meeting:

Next meeting will continue discussion of the budget.

Lee will take on Staff recognition by the board on May 21 (in recognition of Sara, Anissa and Marie).

At a future meeting we will approve the employee handbook and look at other operational policies

Tami reviewed the meeting and gave us an A.

For next meeting (Thursday, May 11, 2023)

Eric will do opening and the closing words.

Lee will grade the meeting.

Closing - Jean

Respectfully submitted this 11th day of May, 2023 by Board Secretary, Rich Kalman.

May 2023

OUUC BOARD MEETING MINUTES

Thursday, May 11, 2023 7:00 – 9:00 PM on Zoom

A loving, just and healthy world. We welcome, and wonder, embrace, and empower, bridge and become.

Board Officers Present: Arlene Colerick, President; Lee Doyle, Vice-Pres; Rich Kalman, Secretary

Members at Large Present: Diana Finch, Eric Ness, Jean Phillips, Joe Joy, and Tami Black,

Ex-officio Member: The Rev. Mary Gear

Members absent: Jeff Goltz, Treasurer

Congregational members present: Don Melnick, Building & Grounds; Gerald Dodson, chair B&G; Marie Arensmeyer, Facilities Manager

Opening words: Eric

Check in: everyone

Review Agenda: Arlene reviewed the agenda.

Consent Agenda – approved

Congregational Member Concerns/Comments

Parking Lot Paving –Don Melnick (Building and Grounds) reported that the Contractor, Curb Master, identified a smaller scope of work than what was initially anticipated by the Reserve Study. The parking lot will be seal-coated and marked. Joe inquired about use a lighter color for the paving that did not retain the heat. There may be other minor repairs. A drainage pipe will be added in the upper parking lot by another contractor. The cost for the work would be approximately \$47,000. The board voted 8 to 0 to approve allocating part of the Capital Campaign funds for parking lot paving and repair.

Ministerial Report --

Rev. Sara has requested that part of her salary be designated as a housing allowance. This does not change the amount of her compensation. The Board voted 8 to 0 to approve the housing allowance salary designation.

Rev. Mary informed the board of her participation in a service to commemorate a tragic event in the neighborhood.

The discussion of the Behavioral Covenant went well. The next step is looking at accountability. A call for adoption of the Behavioral Covenant will eventually go to the congregation.

The Auction event netted about \$28,000.

HVAC – The new heat pumps are in place. A furnace needs to be removed. We are still waiting for two bids for the electrical work on the heat pumps.

In the past year, OUUC has had a net loss of 17 members (fewer than expected). We are now down to 287 members.

Committee reports:

Finance: Jeff submitted a written financial report to the board in advance. The board accepted, and appreciated his report.

Legacy Planning – Diana explained that the UUA Young Adult Group asked that the UUA Endowment make a complete divestment from fossil fuel companies. However, the UUA Endowment Board of Directors recommend not adopting this resolution. The board needs to decide if we want to give direction to our delegates on this issue.

Further discussion on this topic is needed within the board and among the congregation.

LDC – Jean suggested that, at a future board meeting, the board discuss the LDC report about the role of the LDC.

Stewardship—Eric said that although individuals pledged more than in the past, we are also a smaller congregation, which resulted in a reduced amount pledged overall, compared to the recent past.

Auction Update – Tami reported that the net was a little over \$28,000 including \$4526 to raise the paddle to help our delegates attend GA. Working as a team this year was different than having a single chairperson. Tami felt that it worked better overall. Tami will have more information for the board about this after the Auction Team meets to debrief.

Audit Task Force – Arlene reported that Brian Walsh spoke to other churches to find out what they do for an Independent Financial Review. The task force will have their first meeting next week.

New Business

Budget Adoption – Rev. Mary presented her budget. She explained the items that were increased and decreased compared to last year, and answered questions from the board. The board will revisit the change to the policy regarding the Endowment Withdrawal Limit when the revised wording is ready. The board in general is in agreement about changing the Endowment Policy to decrease the threshold and to increase the percentage. The board is waiting on final language before voting on these changes. The board voted 8 to 0 to approve presenting this budget at the Congregational Meeting.

Plan After Church Budget Review on May 14 – The presentation is ready to go.

Plan Agenda for Congregational Meeting on May 21 – Tami volunteered to take notes. Lee volunteered to transcribe the recording of the meeting. Joe and Lee will count members in person. Eric will count members on line.

Review new business and assignments for next meeting:

Rev. Mary will send the board information about the UUA Fossil Fuel Resolution.

Tami will attend the Auction Team debriefing and will find out if their members would like to brief the board.

Arlene will send Tim's letter about an annual review of the work and issues faced by the LDC.

Lee reviewed the meeting and gave us an A+.

For next meeting (Thursday, June 8, 2023)

Lee will do opening and the closing words.

Eric will grade the meeting.

Closing - Eric

Respectfully submitted this 8thday of June, 2023 by Board Secretary, Rich Kalman.

June 2023

OUUC BOARD MEETING MINUTES

Thursday, June 8, 2023 7:00 – 9:00 PM on Zoom

A loving, just and healthy world. We welcome, and wonder, embrace, and empower, bridge and become.

Board Officers Present: Arlene Colerick, President; Lee Doyle, Vice-Pres; Jeff Goltz, Treasurer; Rich Kalman, Secretary

Members at Large Present: Diana Finch, Eric Ness, Jean Phillips, Joe Joy, and Tami Black, Susan Moon, Karmel Shields

Ex-officio Member: The Rev. Mary Gear

Members absent:

Congregational members present: Barbara Carey

Opening words: Lee

Check in everyone

Review Agenda Arlene reviewed the agenda.

Consent Agenda – approved with changes to the minutes

Congregational Member Concerns/Comments

Rich reported a member concern regarding the board's awareness of issues surrounding the movement to have the UUA Endowment Fund divest from companies that support the fossil fuel industry. The congregant suggested that the board request the Fund's recent and historic prospectuses, and use the information to discern trends in the Fund's investments.

Barb Carey stated that the young adults who are putting forward the resolution for divestment have been working on this issue, against UUA Investment Committee, since 2014.

Ministerial Report --

Rev. Mary and Darlene are working on a Board Annual and Monthly Tasks Calendar.

Rev. Mary asked the board to approve the request for a \$6000 matching grant from the Cascadia Fund to hire a consultant to work with OUUC to help us answer who we are what are our prioritize and expectations. The board gave their consent.

Rev. Mary asked if the board would like to continue having an after-church slot, if so, which Sunday. The board response was positive, preferring the third Sunday.

Rev. Mary is planning an installation and recognition ceremony for the Board of Trustees and LDC members.

New Business

Election of officers—The board unanimously elected Arlene as President; Susan as Vice President; Jeff as Treasurer; Rich as Secretary; Lee as Liaison to LDC; Eric as Liaison to legacy Planning; Tami as Liaison to Stewardship Committee; Joe as Liaison to Building & Grounds and the Reserve Study Task Force. Arlene will also serve on the Audit Task Force.

Capital Campaign Spending Plan – Arlene moved that we, the members of the OUUC Board of Trustees, direct the funds raised by the 2022 Capital Campaign be used according to this plan: \$200K for Heat Pumps, \$158,388 (+\$2000 gift) for the Mortgage, \$37,000 to the Building Major Maintenance Fund. Balance Remaining = \$111,630.

The board voted unanimously to approve the motion.

Board Retreat Date Planning – We will talk about the roll and goals of the board, debrief the Capital Campaign & Stewardship Drive, adopt a Legacy Giving Policy, and discuss the LDC report on Aug 5, from 9:00 AM to 4:00 PM.

Direction to Delegates to GA: The consensus of the board is to not give direction to GA delegates.

Old Business

Debrief Congregational Meeting: The board felt that it was open to participants to express their views. Congregants helped moderate the discussion. People listened to each other. People were informed ahead of time. Some participants were unclear about the Endowment. Jeff noted the need to provide additional information about how the Endowment works. Rev. Mary encouraged the board to conduct an “Endowment 101” starting with an explanation of what an endowment is and why we need one. Some people at the meeting were frustrated that detail questions had already been answered at the meeting the week before. Eric noted that it was difficult to count the raised hands for the on-line votes on the Zoom screen because their “boxes” were appearing and disappearing.

Committee reports:

Finance: Jeff reported that we are still short on some pledges, but the auction came in \$4K above budget. Next month’s report will be more robust. We have also recently received two substantial gifts.

Legacy Planning – Diana said the plan for Fall 2023 is to conduct educational outreach to get congregants thinking about legacy planning.

LDC – Jean referred to the yearly report that will be discussed at the board retreat.

Stewardship—Eric reported that the committee has not met since our last board meeting.

Reserve Study Implementation Task Force—Joe said the task force is creating a report for the board. The RSITF is defining its rolls and goals. He is glad to be a liaison with the board and also liaison between Building and Grounds and Environmental Action, to help coordinate the efforts of anticipating the building's needs and expenses, and to keep the board informed. The Reserve Study Task force is planning to educate the congregation on why we needed a reserve study and how that information is used. At the board retreat we should discuss: Do we need a fundraising committee as an umbrella group to coordinate our various fundraising efforts?

Auction Team: Tami reported that members of the Auction Team questioned whether, next year, the effort should be led by a single chairperson rather than by several team members, as it was this year. Tami said that it would help to educate people about the role of team members in advance.

Financial Review Task Force—Arlene reported that the task force will study the last fiscal review by Dec 31st. They will come up with policy and procedural recommendations for the board, and will then make a presentation to the congregation.

Review new business and assignments for next meeting:

Eric reviewed the meeting and gave us an A.

Next meeting: Decide on the board meeting times and calendar.

Jean will send Rich the meeting grading rubric.

For next meeting (Thursday, July13, 2023)

Tami will do opening and the closing words.

Lee will grade the meeting.

(No board Sunday in July)

Closing - Lee

Respectfully submitted this 13th day of July 2023 by Board Secretary, Rich Kalman.