

OUUC BOARD OF TRUSTEES MEETING MINUTES

Tuesday, October 15, 7:00 – 9:00 PM on Zoom

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

5 **Board Officers Present:** Susan Moon, President, Tami Black, Vice-President; Jeff Goltz, Treasurer; Rich Kalman, Secretary

Members at Large Present: Sally Alhadeff, Arlene Colerick, Lee Doyle, Dieter Jacobs and Karmel Shields

Ex-officio Member: The Rev. Monica Jacobson-Tennessee

Members absent:

10 **Congregational members present:** Joe Joy, Wendy Steffensen,

Opening words: Karmel

Check in everyone

The Minutes of the August 13th, Board Meeting were accepted as revised.

15 Susan reviewed the agenda.

Liaison reports were accepted.

Capital Projects Including Solar Panels – Jeff and Joe Joy

- 20 • Joe reviewed the history of solar panels at OUUC. The current panels are ‘limping along’ and not up to current standards. The new HVAC has increased our electric needs/bills. We need grants to cover the cost of replacing solar panels and converters. Any grant would not be likely to cover the removal of the old solar panels.
- We also need to consider the timeline for replacing the roof. Joe is asking if the board is open to hearing a presentation from project management consultant about the costs and benefits of getting new solar panels, and how to fund this project (partially from grants).
- 25 • Jeff pointed out that any capital project needs to be considered in context of the reserve study and other capital needs. We currently have the front steps in the works. We also have funds available for capital projects. We need to know how much money this will cost and how much the panels will save us.
- **Joe asked for, and the board granted, permission to work with a project management consultant or contractor to figure out the costs and benefits of this project, and to make a presentation to the board.** There would be no charge for the initial assessment, but there may be an hourly charge if they work on a grant proposal, or the consultant may get paid through the grant itself.
- 30 • If we install panels, we need to consider the cost of later temporarily removing and replacing them when we replace the roof (11 years from now).

35 **Ministerial Report— Rev, Monica**

- When Rev. Mary returns, she may decided to shift some of her duties—taking on new ones and delegating others. There will be a recognition of her return at the November 3, Sunday service. She will be back in the pulpit on November 10th.
- 40 • A fire at the neighbors property caused some damage to a fence, our trees and our lights on the shared border of OUUC property. Isaac is working with the insurance companies. We expect that the deductible on our insurance will be covered by the neighbors insurance. Rev. Monica will draft an announcement about the fire in the weekly OUUC news. This event also highlighted the need for signage or a liability waiver to protect the church from claims by people who use the parking lot for non-church events.
- 45 • Rev. Monica considers it a privilege to have worked with us. She is going on to a part time ministry on November 1 which will end her consultancy with OUUC.

Retirement Plan Update and Motion – Rev. Monica

- 50 • **The board unanimously approved the following motion:**
Whereas the Olympia Unitarian Universalist Congregation is committed to assisting all of its employees 18 years and older prepare for their retirement years, and;

Whereas the Unitarian Universalist Organizations Retirement Plan (the "Plan") is the retirement plan sponsored by the Unitarian Universalist Association, therefore;

55 Be It Resolved that the Olympia Unitarian Universalist Congregation hereby adopts the 2025 Restatement of the Unitarian Universalist Organizations Retirement Plan with an implementation date of January 1, 2025 and commits to complying with all the provisions of the Plan and the elections made by Olympia Unitarian Universalist Congregation in the 2025 Employer Participation Agreement that we submit to the UUA Retirement Plan Committee and they acknowledge receipt and approve via counter signature of same.

60 **New Governance Manual Revision—Jeff**

- The board needs to commit to work on to certain items in the governance manual, including: fundraising, financial review, long-range planning and assessment of the minister.

December Cookie Fundraiser—Susan

- 65
- **The Board unanimously approved having a December cookie fundraiser with the proceedings going to 'Hospitality,' and if the proceeds are not fully spent in the 24-25 fiscal year, they should carry over to be used in future fiscal years and accounted for as restricted funds.**

Board Sunday October 27th—Susan

- 70
- On Oct 27, Tiffany Felch will do a Sabbatical Return Service. For the accompanying board Sunday Susan will talk about dealing with the stress of changing leaders/circumstances. This will also be an opportunity to re-present the new board members. Another factor is the anticipation of national election results following Rev. Mary's return.

75 **Auction Coordinator Identification—Susan**

- Arlene is looking for an Auction Coordinator.

Rental Income Task Force Report—Jeff

- 80
- Jeff pointed out that in addition to costs associated with property rental, there are also some intangible benefits to consider when opening our doors to the community and partnering with like-minded community groups. The task force is still working on this issue and not ready to make its final report.

Next Meeting Nov. 19, 2024 Topics and Review Assignments

- 85
- Hosting the Stewardship Kickoff Dinner on Feb 13
 - Prioritize long-time and short range pending business

Liaison Reports & Agenda items due: Nov, 16, 2024

Grade the Meeting

90 Arlene reviewed the meeting and **graded** us A.

Closing words - Karmel

Assignments as of 10-15-2024

- 95
- 1) Rev. Monica will draft an announcement about the fire in the weekly OUUC news.
 - 2) Susan will work with Isaac, Jenee, Arlene and Rich on storage of documents
 - 3) Susan will make a list of items from the governance manual that need further attention.
 - 4) Susan will present the board Sunday.
 - 5) Arlene will approach someone to be Auction Coordinator.

6) Susan will email Teresa to post the governance manual on the website.

100 7) Next meeting: opening and closing words Sally; grading Lee.

Pending Business as of 10-15-24

1. Follow up on the Reserve Study Task Forces report & recommendations
2. Review Board Goals from Retreat

105 **Review Key Deliverables**

- Revise policy governance manual, endowment policy – Susan (Jeff);
- Review and approve the vision of governance (part of above);
- Determine the process for adopting a behavioral covenant – Rev. Mary and board; completed
- Form and support a fundraising committee – Arlene;
- 110 • Prepare the congregation for Rev Mary’s sabbatical – Arlene & Board;
- Host a Thursday evening dinner – Karmel.

Five year cycle of review identified 1-20-24

⌚ Governance (policy and bylaws, manuals) (started 2023-2024 church year)

115 ⌚ Congregational covenant

⌚ Capital needs and campaign

⌚ Mission/vision

⌚ Strategic planning

120 Respectfully submitted this 19th day of November, 2024 by Board Secretary, Rich Kalman.
