Minutes: September First Unitarian Board Meeting

September 20, 2025 - 10AM-12PM

LOCATION: Social Hall, Fishbowl. Virtual Option.

Schedule: 3rd Saturdays of each month, 10-12. In Person, hybrid.

Board Members: Rev. Stacey Mitchell (ex-officio member), EmmaLia Mariner (President), Donna Collins (VP), Michael McDonald (Treasurer), Raymond Wolfgang (Secretary), Andrea Lee, Chris Mayo, Bill Miller, Elaine Edmonds

Guest: Marilyn (LSC), Dale Potter (Earth Web), Carson (Youth)

Absent: Rev. Beth Elliot, Gale Borkenhagen

Virtual: Link

Church Activities Material:

- Broadsheets:
  - 09.11.2025 eBroadsheet.pdf
  - 09.04.2025 eBroadsheet.pdf
- Messengers:

CHALICE LIGHTING

Chalice Lighting

My work is loving the world.... Let me keep my mind on what matters, which is mostly standing still and learning to be astonished.

Mary Oliver

Check-In

What is on your mind and heart that affects who you are right now?

Covenant

Church covenant, adopted 2025.
Board Covenant

1. **Approving minutes:**
    a. **August - Board Meeting Minutes -** was done via e-vote over email. They were also revised, from the original. **August - Board Meeting Minutes -** was done via e-vote over email. They were also revised, from the original. A clarification on the request for a Board Member to visit the UU 101 class was added, and it was noted EmmaLia will to the quick 5 min intro on Sept.28
    b. Original is: **August Board Meeting Minutes_16-Aug-2025.pdf**
    c. Motion 1: **Andrea**
        i. Second: **Gale**
        ii. All in Favor:

2. **Consent Agenda:**
    a. Executive Staff Report:
        i. Executive: Rev. Stacey Mitchell Minister Report, Rev. Beth Elliot September 2025 Board Report
            1. Discussion on how to acknowledge high pledgers
            2. A local congregant is considering pursuing ministry; the Board may need to formally endorse this; more to follow.
            3. Discussion of potential surplus at end-of-year; consideration of creating an active reserve (savings account) with this potential surplus.
        ii. No reports from: Dir. of Finance: Bryan, Dir. of Congregational Life: Laira, Dir. of Facilities: Miguel

b. No Staff Reports.

3. Budget Report:

a. Treasurer: Michael McDonald

i. Note that Bryan comes only once a quarter to the Board Meetings. (April, July)

ii. 1. AUG 2025 Financial Dashboard.pdf

iii. One member of Finance committee needed to withdraw; another person has agreed to stay on beyond her normal term. As this is a committee of the Board, NOT a standing committee (Board, Endowment, Leadership Succession), the normal term limits do not apply.

4. Interim & Search Teams and Updates Interim Committees and Teams

a. Transitions Team (Committee of the Board)

i. Members: **Donna**

ii. Approved additional members if needed: **Chris, Bill**

iii. Status:

1. Moved: **Michael**
2. Second: **Bill**
3. Vote: **All in favor**.

iv. Questions/Blocks:

b. Interim Ministry Committee (Board Committee)

i. Members: **Elaine, Michael, Andrea**

ii. Status:

1. Moved: **Chris**
2. Second: **Donna**
3. Vote: **All in Favor**

iii. Questions/Blocks:

c. Settled Search Committee (Committee of the Congregation) Forming the Settled Search Committee.pdf

i. Resource: Start on page 109.

ii. Members:

iii. Status:

iv. Questions/Blocks:

v. Discussion held as to how this works, LSC's leadership role.

Draft of Plan with the LSC

Dates

- October- Messenger-- due on September 22.
    - October's materials are due to me (Laira) by Monday the 22nd. Bryan Hackett will be writing the cover article.
    - Blurb message: **Expect a call about nominating someone for the Settled Search Committee. This committee is composed of 7 members in good standing who are not in the Board, Staff, or current Standing Committees. They develop the job/church description, help define the ministerial direction of the church, review and interview applicants, communicate progress in search process to the Congregation, host cottage meetings and surveys, and ultimately propose a ministerial selection to the Board.**
- October 5th- have membership spreadsheet and form for data collection finalized for managing phone calls. [Note: goal is to contact every active congregant.]
- October 5th- Mention from the pulpit?
    - Message: Be prepared for a call, think about who you would like to nominate.
    - Possibly longer message about what it means to search for a new settled minister.
- October 10th- Phone Event
    - Evening- home event (5:00-8:00pm). As many people as possible (who cannot serve in the search committee), making calls and working through the spreadsheet.
    - Tentatively hosted by EmmaLia.
- October 11th- Phone Event
    - Daytime- (10:00-2:00pm). As many people as possible (who cannot serve in the search committee), making calls and working through the spreadsheet.
    - *Ideal location would be RE, but this is the day of the Libros Book Fair! The **Sanctuary** may be the only open space on campus for this...*
- October 12th- Chat Table
    - Hosting chat tables after church with paper forms with the Nomination questions.
- October 18th- Board Meeting

Tasks/jobs for forming the Search team

- Public Communication
- Phone Calls
- Hosting Chat Tables
- Digitizing information
    - Paper forms to digital form/spreadsheet.
- Analysis
    - Making sense of the nominations. Who are the final 7 to put up to vote in the Annual Meeting?

Groups involved in these tasks
LSC members, Board members, Staff members, Endowment members, and any other

members of Standing Committees cannot be on the Search Committee, so we should be spreading out the responsibilities among us.

d. Preliminary Fellowship Committee: Rev. Stacey

i. Members: Chris, Bill
ii. Status:
iii. Questions/Blocks:

e. Preliminary Fellowship Committee: Rev. Beth

i. Members: Andrea
ii. Status:
iii. Questions/Blocks:

5. Board Committee Updates <u>Committee leaders</u>

a. Finance
b. Healthy Community
    i. Two Member Nominees
c. Landscape
d. Membership
    i. Board representation at the New Member Dinner, Saturday, Sept. 27, 4:00-6:00. 1-2 board members.
        1. EmmaLia, Chris.
    ii. Board member(s) for the next New Member Joining Ceremony, Sunday, Oct. 5. Gather at 10 a.m. in Memorial Hall (usually).
        1. Bill
    iii. Starting Point classes. Lea Ann Boone and her team would like a board member to speak for 3-4 minutes to give people a sense of the board's role and responsibilities. A new round of classes will be starting in October.
        1. Oct. 5 12:30 is the first one;
        2. EmmaLia
e. Personnel
f. Radical Generosity
    i. RadGen is sending out this letter about sunsetting the Minister teas, etc. They will wait to send out until the Board decides if they want an alternative, and if so, what that alternative will be : <u>Giving Circle Retirement Letter - Google Docs</u>
    ii. If something is concerning, let Chris or Ray know w/in a week. No objections expected based on Rev. Stacey's earlier report.

6. **Task Forces**
    a. **Parking Disruption- no longer needed.**
    b. **Policy**
    c. **Buildings & Grounds**
    d. **Mission**
    e. **Interim Minister**
    f. **Campus Master Plan Campus Master Plan Task Force 2024 report MASTER draft 14 April.docx - Google Docs.pdf**

7. **Earth Web Letter**
    a. **Resolution Faithful Defiance of Authoritarianism.docx**
    b. **Earth Web calls for a Faithful Defiance of Authoritarianism Resolution.pdf**

    c. Motion: **Formally support EarthWeb's promoting and publicizing the resolution as submitted, and for them to move forward towards an eventual congregational meeting**.
        i. Motion: **Chris**
        ii. Second: **Donna**
        iii. Vote: **All in favor**.

8. **Standing Committees:**

    Move to approve **Nancy McGuire** for membership on the Leadership Succession Committee.

    a. Motion**: Andrea**
    b. Second**: Bill**
    c. Vote**: All in Favor**

9. **Board Member Opportunities for Interaction:**

    Chat with the Board table- 2nd Sunday each month, starting June 2025.

    October 12th

    November 9th

    December 14th

    A New Member Dinner is planned for Saturday, **September 27 at 4 pm**. We would love members of the board to stop by and welcome our new members.

10. **Recognitions?**

EmmaLia will thank Ron's Intern Committee membership for their work.

11. Closing Chalice Words

Closing Chalice Words

We extinguish this flame but not the light of truth, the warmth of community, or the fire of commitment. These we carry in our hearts until we are together again.

Elizabeth Selle Jones, MLUUC

Description of Teams and Committees

1. Transitions Team (Committee of the Board)
    a. When?
        i. Soliciting volunteers **immediately**.
        ii. Board initiates and seeks volunteers.
    b. Who?
        i. 5 People
            i. 1 or 2 Board Members
            ii. 4 or 3 Congregants
    c. What?
        i. Minister orientation. Conflict understanding and monitoring. History of each committee. Point people to go to, etc.
        ii. Help identify critical areas of attention for the Interim period. Example areas: Ministerial Boundaries and Sexual Misconduct, Social Justice voice and freedom of the pulpit, etc.
        iii. Communicate progress in Interim process to the Congregation. Meet with the Minister to determine communication topics.
        iv. Build up interest in Search. Town Halls, events, etc, that are critical and special to an Interim period.
2. Interim Ministry Committee (Board Committee)
    a. When?
        i. Immediately. Preferably vote to confirm virtually before the Sept. 20 meeting.
        ii. Board initiates, only Board members.
    b. Who?
        i. Three Board members.
    c. What?
        i. Lead support of the LSC in the forming of the Settled Search Committee.

ii. Appraise Co-Ministry. This includes the UUA forms that need to be submitted at 6 months, 12 months, and 24 months.
iii. Facilitate collaboration between the different Interim/Search teams.
iv. Report to the Board about the Interim process.

3. Settled Search Committee (Committee of the Congregation)
    a. When?
        i. Nominated through phone calls; outreach can start immediately.
        ii. LSC is a leader in this effort.
        iii. Official vote is congregational in the Annual meeting in February.
        iv. Note that Ministers start looking December 1st, 2026.
    b. Who?
        i. 7 members.
        ii. No Board members.
        iii. Selected by the Congregation.
    c. What?
        i. Develop the Job and Church description for the search process.
        ii. Help define the ministerial direction of the church.
        iii. Review and interview applicants.
        iv. Communicate progress in the search process to the Congregation.
        v. Cottage meetings, surveys. There are UUA requirements and information about these; this committee submits information into Congregational Record by November 2026.
        vi. Propose a ministerial selection to the Board.
4. Preliminary Fellowship Committee: Rev. Stacey
    a. Initiated by Rev. Stacey.
    b. Goal: Keep Rev. Stacey on track with her Ministerial Goals.
5. Preliminary Fellowship Committee: Rev. Beth

a. Initiated by Rev. Beth.
b. Goal: Keep Rev. Beth on track with their Ministerial Goals.