

EUUF BOT

Meeting Minutes

Date: August 6, 2020

1. Chalice Lighting & Reading

Fred called to order the regular meeting of the EUUF BOT at 6:30 p.m. on 8/6/20 via Zoom.

2. Check-In

The following board members were in attendance:

Pastor: Tom Bozeman

President: Fred Haist

Vice President: Ann Kelleher

Past President: Ken Rines

Treasurer: Ryan Weber

Secretary: Sally Malan

Trustee At-Large: Marilyn Bosckis

Trustee At-Large: Tom Gaskin

Visitors: None

There was a quorum (*at least four people in addition to Pastor Tom*).

3. Review Board Covenant - Ann

4. Declare Meeting Roles

Note Taker: Sally

Timekeeper: Marilyn

5. Review Process Observation

Sally asked who would do this, and Pastor Tom said they had tried assigning it to individuals in the past but decided there is value in having everyone do it.

6. Open Commentary Period #1

Tom G. brought up Chuck Taylor's letter about Bobby Miller's endowment legacy for the fellowship. He would like to publicize Bobby's generosity and the value of leaving something to the congregation, and remind the congregation that people are doing that and that they can do it as well. He also said he would like to solicit funds.

Fred suggested we talk about estate planning in the newsletter.

Pastor Tom motioned the minister will fill the two open Committee on Shared Ministry (COSM) positions from the approved list provided.

7. Approval of the Agenda and Consent Agenda

Ken moved to approve the agenda. Marilyn seconded the motion. There were no objections, so it was approved.

Ann moved to approve the consent agenda without the Financial Statement and Treasure's Report, since they were not attached to the agenda. Tom G. seconded the motion. There were no objections and everyone raised their hand in approval.

8. Discussion Agenda

a) Debrief July Board Retreat

Discussion: Everyone agreed that Pastor Tom did an excellent job preparing the session and that it was worthwhile and appreciated.

Ann recalled that there were some financial questions about the audit and some discussion resulting from the video about not striving for a balanced budget but to have a reserve, but those issues were deferred.

Action items were not designated during the meeting, but Sally took notes and will create a list of issues/action items.

Tom G. noted that board members should not be chairs of permanent committees.

Action Item:

- Sally to identify any actions pending from retreat and communicate them to the board.

b) Schedule Committee Zoom Meeting

Discussion: Traditionally it has been the VP's responsibility to coordinate. It is going to take some planning outside of the board meeting and Marilyn volunteered to help.

We could have a virtual Fall Fair before or after Sunday service or on a separate day.

Should we have one Zoom meeting and have all presentations there or have some sort of breakouts?

Action Item:

- Ann to schedule a Zoom Meeting for the Fall Fair in late August/early September as well as a planning meeting.

c) Discussing Timely Reports

Action Item: Follow up with missing reports, possible September Agenda item

Discussion: This month we didn't get the financial reports until the day of the board meeting.

Since the prior month hasn't ended before the financial reports are due, the Treasurer should give a to-date report for the current month and a complete report for the previous month.

Use this summary/detail format:

<https://drive.google.com/file/d/1O4eYAZu9Xw2YjXEUUwLJ3N4KmUuhkANG/view?usp=sharing>

Pastor Tom will provide reminders each month.

Ann asked about our current financial status.

Ryan said we just finished the first month of the new year, and he agreed to prepare a report.

Action Item:

- Ryan to write a report within the next week and send it out so we can discuss it at the next meeting.

d) 2020-21 Open Questions Preparation

Action item: Form Ad hoc committee and recruit congregants for input

Discussion: The August question is: What local trends and possible partnerships are worth looking into? (step one)

Possible partnerships: Skagit – joint services

Previously, the 2007 EUUF report tried to figure out a direction for the next 20 years, but not too much came of it.

The Board should affirm and clarify the purpose and intention, define exactly what we want to do, and identify the qualifications and expectations for an ad hoc committee.

It could be like a SWOT Analysis: identifying our internal strengths and weaknesses and external opportunities and threats, which we could couple with our new Mission Statement to determine our future direction.

Pastor Tom provided some context:

<https://assets.uua.org/sites/live-new.uua.org/files/sweetspot-poster2017.png>

Action item:

- We'll resolve this next month and decide if we want to form an ad hoc committee and recruit congregants.

e) Report on Skagit UUF Joint Venture

Action Item:

- Marilyn and Mike Malory setup a meeting for Monday night. They will follow up with the Worship Committee re: Coordinating services with SUUF. Marilyn will let Fred know if she needs his involvement. Marilyn will give a report at the next Board Meeting.

9. Open Commentary Period #2

- a) Tom G. noted that since board members should not be chairs of permanent committees, and he is the endowment committee chair, the leadership committee should be looking for a replacement eventually, but he's committed to the position for now.
- b) Discussions can happen outside board meetings, but decisions need to be made during the board meetings.
- c) Because there is no membership committee, Allie is following up with visitors and will invite them to the Newcomers Covenant Group.

10. Action Item Review

Action Item	Person Assigned	Due Date
Onboarding Retreat Action Item: identify any actions pending from retreat and communicate them to the board via email.	Sally	
Fall Fair Committee Zoom Meeting: consult with technical people to see what is feasible to setup, how the meeting will run outside of the board meeting and schedule a Zoom Meeting for the Fall Fair in late August/early September, as well as a planning meeting.	Ann	
Monthly Reporting: remind folks to submit reports seven days before the board meetings.	Pastor Tom	
Financial Reports: produce a financial report for the year end with status on the first month of the year YTD in a week or two.	Ryan	
2020-21 Open Questions Preparation: decide if we want to form an ad hoc committee, what they will do, and how to recruit for it.	All	Next month
Skagit UUF Joint Venture: meet with Mike on Monday, then meet with worship committee, then get back to us regarding the Skagit	Marilyn	

congregation joining us for worship in August and September.		
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11. Process Observation Report

Everyone participated, there was good discussion, and everyone shared their concerns.

12. Check-Out

13. Chalice Extinguishing & Reading – Pastor Tom

14. Adjournment

Fred adjourned the meeting.