

Board Members Present: Don Antrobus – President, Kalen Saxton – Vice President, Justin Roberts – Secretary, Doug Eby – Treasurer, Jim Kerr, Yolanda Meza, and Kathleen Lucich.

Others Present: Reverend Lise, Peggy Robinson, Cristy Willer

6:30pm A. Call to Order/Agenda

After brief personal check-ins and covenant/chalice lighting by Kathleen, Don read the revised land acknowledgement. The chair asked for adoption of the agenda. Without objection, the agenda was adopted.

6:50pm B. Consent Agenda

1. Approval of January 2024 Meeting Minutes

Don asked for adoption of the January minutes. Without objection, the minutes were adopted.

7:00pm C. Continued Business

1. Staffing Update – Don and Reverend Lise

Tammie had her last day as congregational administrator on February 12. In her exit interview, she raised some issues with the congregational administrator position, including pay, job duties, and hours. There was discussion of ways to recruit and retain a congregational administrator, including whether to combine the administrator and communications specialist positions, whether there was a need to have someone present in the office, the ability of the administrator to work remotely more often, increases to the wage rate, or modification of the hours or job duties. Peggy also submitted a comparison of other office administrator positions around Anchorage. Most were around \$28-30/hour while the administrator is currently paid \$24.50/hour. There was discussion of making the job posting flexible with the ability to work more or less hours and more or less remote work depending on the candidate. The HR Committee will report back on suggestions for increasing the wage rate for the administrator position.

There was also discussion of the DRE position. The DRE job description has been revised and is pending before the RE Team. The plan is to post the DRE job at \$58-70K depending on experience and to further address the salary in ongoing budget discussions.

The Board is extremely grateful to Peggy Robinson for agreeing to fill in as the acting congregational administrator while we try to find a permanent administrator.

2. Whale Coast Update – Peggy

We anticipate the Whale Coast reservations to be filled. The first is filled and the second only has two openings. Mel Langdon has agreed to assist.

3. Stewardship Update – Peggy

We had a discussion of the pledge drive. We currently have \$230,800 in pledges, which is significantly below our goal of \$315-345K. Board members have been contacting people in the last week to encourage them to fill out their pledge forms. We also discussed ways to reach out to people who have expressed concerns and are thinking about dropping their membership.

4. Finance

a. Monthly Treasurer's Report – Doug

YTD income is at \$275k with expenses at \$190k. This is largely due to the unfilled DRE position and other vacancies throughout the year.

b. 2025 Budget Creation – Group Discussion

We discussed three options for the budget. Most Board members expressed support for increasing salaries for positions even if it results in using reserves and operating under a deficit budget. The goal would be to increase membership numbers over the next few years to support these positions. The Board also discussed whether to put one-time funds into the building and grounds fund and/or the sabbatical fund. The plan is to continue budget discussions at the March 21 board meeting with the possibility of continuing discussions at 6:30 on March 22 if necessary.

5. Congregational Survey Status Update – Don

The survey is in the final edits and should be sent out any day now.

6. Strategic Plan: Update on Program Council Input – Doug/Group

The Program Council sent out the strategic plan to committees recently. We should hear back in a month or so.

7. Social Action Group Discussion – Yolanda

No discussion.

8:30pm D. New Business

1. Chalice Lighters Program discussion

The Board discussed concern about the ongoing viability of the Chalice Lighters Program. The Board unanimously supported the recommendation of the Finance Committee to discontinue active recruitment of members into the Chalice Lighters Program going forward.

8:30pm E. Staff, Committee & Team Reports

1. Minister's Report (monthly) – Rev. Lise gave notice of her intent to take a sabbatical in March-May 2025.
2. President's Report (quarterly) – no report
3. Director of Learning and Exploration (monthly) – Vacant
4. Other Staff Reports –
5. Building & Grounds Committee Report (quarterly) – no report
6. Human Resources Report (quarterly) – no report
7. Nominating Committee Report – no report
8. Stewardship Committee Report – No discussion beyond the discussion under Continuing Business above.
9. Treasurer/Finance Committee Report – No discussion beyond the discussion under Continued Business above.
10. Other Team Reports – none

8:56pm D. Executive Session

None needed.

8:40pm E. Adjournment by Chair w/o Objection

Yolanda moved to adjourn. Kalen seconded. Adjourned without objection.

Next Meetings:

Board Meeting: Thursday, March 21, 6:30-8:30

Respectfully submitted by Justin Roberts, Secretary