# AUUF BOARD MEETING - September 17, 2025 Final



**Board Members Present:** Justin Roberts – President, Don Antrobus – Vice President, Mel Langdon – Secretary, Marty Freeman, George Bryson (absent Doug Eby – Treasurer)

**Others Present:** Rev. Lise, DRE Jennifer Bluntach

## 6:30pm A. Call to Order/Agenda

After brief personal check-ins, a chalice lighting by Marty and Rev. Lise, and land acknowledgment by George, Justin called the meeting to order. Executive session and upcoming Program Council meeting were added to the agenda, and it was adopted.

## 6:50pm B. Consent Agenda

1. **Approval of the August 20, 2025, Meeting Minutes –** The minutes were approved.

2. **Approval of the August 26 Board Retreat Meeting Minutes –** The minutes were approved, with a change of the website launch date from September 22 to September 25.

## 7:00pm C. Continued Business

1. **Review of August Financials** These were not available.

2. **Board Administrative Discussion and Decisions**

   a. New Board Member (Replacement for Kath). David may still be interested and Don will reach out to him. There was discussion of gender balance on the Board and David's broad experience. We noted that we will need to have 5 people willing to be nominated for Board positions at the next election.

   b. Bank Account/Dropbox Access. Bank accounts: Don has paperwork for First National Bank and we will sign it tonight (except for Doug). Paperwork for Credit Union One has not been generated yet. CU1 is not as critical, since checks aren't written out of that account. Esme has access to view FNB and CU1 accounts online. Don purchased a certificate of deposit ($100k for one year) on behalf of AUUF from CU1. Dropbox: Mel needs to check that she has access so she can move documents.

   c. October Meeting. George and Doug are not available on October 15, Don not on October 22, and Justin not on October 15 or 22. We discussed maybe skipping the meeting, but we will need to finalize award recipients. The meeting is scheduled for October 22; with Doug to chair, if he's here.

3. **Renter Update** The lease has been signed and is in place. Construction by renter to start the week of October 20th and be done in a week. Permits must be pulled and plans/drawing shared with Don. Work to be done by the Fellowship includes windows, which are almost completed, and door handles and locks, which are still needed.

4. **Minister Review** Justin, Don, and Rev. Lise will meet Tuesday next week.

5. **Awards Planning** Call for nominations has been issued; the deadline for submission is September 27. Marty has received a few nominations so far. We discussed the three award categories (Shirley Dickens Memorial award (posthumous; major contribution to fellowship either when a member or in their estate); Fred Hillman Award (lifetime achievement) and Volunteer of

the Year award). We can do more than one award per category and we can choose not to make the Shirley Dickens Memorial award this year. We discussed the nominees so far. Marty will let the Board know all who have been nominated before the October meeting.

6. **Strategic Action Plan Items**

   a. **Continued Feedback Process** We are not getting much in the feedback box. We discussed periodically reminding people and putting out an annual call for feedback; we could do this at the annual meeting or with election of the new Board.

   b. **TAOF Articles** Justin distributed a draft of an article about Board priorities. There was consensus on the three topics for the Social Justice Pillars. We discussed how long a period of time we should focus on each topic and coordination with Worship Service, RE, and the Forum. The TAOF article will describe a 3-month focus period: 4$^{th}$ Q 2025 – homelessness issues; 1$^{st}$ Q 26 – indigenous rights; 2$^{nd}$ Q 26 - immigration. It was suggested we front load education about the topic in first month and suggest or carry out actions in months 2 and 3.

| 8:00 pm D. New Business |
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1. **AUUF 2025 Strategic Plan** The draft plan was approved, with the change of the work "Outreach" to "Connect."

2. **Social Justice Pillars** See above

3. **New Member outreach –** Justin and Rev. Lise have started calling visitors (from visitor forms) twice within the first two months. We will need to coordinate with the Connections team on what they already do. There was discussion of transition from visitor to membership and what membership means or entails. Currently, new members may attend Finding your Way to Fellowship or simply sit down and chat with Rev. Lise. We will invite someone from Connections Team to our November meeting.

4. **Website** Last year's Board minutes need to be uploaded to the website. Mel will send them to Kelly. Board members need to send their photos and term dates to Kelly for entry on website.

5. **Board Training Options** We will revisit this at a later meeting.

6. **Foraker Group Assistance** Don and Esme talked with Raj at Foraker. Raj says Foraker doesn't want to just provide accounting, they would like to assist and empower the non-profit. Raj provided us a form to fill out, describing our organization, and they will respond with a proposal and fee estimate.

7. **Snow Removal** The contract needs to be updated and renewed. Don suggested that it makes sense to sign up with them again, but this should go through Building and Grounds. Don will follow up with Building and Grounds.

8. **Board Minutes Formatting** We will move the list of reports to the second page of the Agenda, with the other informational items (such as Covenant), so we can keep track of what reports are required. At a minimum, RE, Minister, Building and Grounds, and Treasurer/Financial reports are expected monthly. Annual or as needed from Human Resources reports are needed. We should continue the current schedule for Stewardship and Nominations. Maybe add a Connections Team and Forum Team reports.

9. **Program Council** The Council will meet next week. They have asked the Board about survey results, social justice pillars, award nominations, and Board composition. Survey results have been distributed. We discussed whether a presentation from the Board is needed. At least one Board member will attend.

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

**1.** Minister's Report (monthly) – Rev. Lise submitted a written report.

**2.** Director of Religious Exploration (monthly) – Jenn submitted a written report.

**3.** Treasurer/Finance Committee Report (monthly) – No report this month because they did not meet and because financials were not available.

**8:40 pm D. Executive Session**

Board entered into Executive Session at 8:40.

**8:45 pm E. Adjournment**

Adjourned by Chair without objection.

**Next Meetings:**

Board Meeting: Wednesday, October 22, 6:30 to 8:30 pm.
Program Council Meeting: Tuesday, September 23, 6 pm.

Respectfully submitted by Mel Langdon, Secretary