AUUF BOARD MEETING - November 21, 2024 Final

Board Members Present: Don Antrobus – President, Kalen Saxton – Vice President, Justin Roberts – Secretary, Jim Kerr, Kathleen Rutherford, Mara Hill

Others Present: Rev. Lise, DRE Jennifer Bluntach, Christy Wiler

6:30pm A. Call to Order/Agenda

After brief personal check-ins and covenant/chalice lighting by Kath, Doug read the covenant and Don read the land acknowledgement. Without objection, the agenda was adopted.

6:50pm B. Consent Agenda

1. **Approval of the October 17, 2024 Board Minutes** - Without objection, the minutes were approved.

7:00pm C. Continued Business

1. **Finance**
   a. Financial Statements. We discussed the process for getting financial statements earlier in advance of Board meetings. However, finances generally look good. We have lost around $6,000 in pledges, but we may have new members who pledge.
   b. Treasurer's Report. Doug submitted a written report.
   c. 2026 Budget Process Kick-off. Committees have been asked to submit budgets by December 10.
   d. Annual Approval of Minister's Housing Allotment. Kath moved that we fund Rev. Lise's housing the same level as last year ($30,000). Kalen seconded. There was no objection.

2. **Bylaws Review: Status Update** – We are still in the process of setting up meetings for the bylaws review.

3. **Snow Removal Contract** – Don
   There were communication issues with the snow removal contractor. Don reached out to a second contractor, but the issues with the first contractor seem to have been resolved. We plan to continue with the original contractor. There was also discussion of using volunteers in the future.

4. **Annual Dinner and Awards Evaluation** – Kalen
   The annual dinner went well. However, Kalen recommended that we start working on the annual dinner planning further in advance next year.

5. **Board Hosted Soup Sunday**
   The Board will host the Soup Sunday on December 15.

7:45pm D. New Business

1. **UU Retirement Plan Process – Don**
   The UU Retirement Plan requires an updated employer participation agreement. Don discussed the requirements. The Board discussed the meaning of Year of Eligibility Service and whether contributions would need to be made on behalf of all employees, including part-time employees. Don is going to check and get back to the Board.

2. **HR Policy Update: Christy Wiler**

Christy reported on the various changes to the HR Policy. This included changes to the employment of members, a definition of employees who are eligible for medical leave, changes to the grievance process timelines, changes to mileage reimbursements, and various cleanup changes. We will discuss the new policy in December.

3. **Strategic Plan Action Items**

   a. Congregational Survey Direct Contacts
   Jim and Kalen signed up for people to contact. Jim is going to circulate the list. Marty is working on reports from the survey for individual teams. The first report recently went out to the worship team.

   b. Continued Feedback Process
   Kath reported on the feedback box, how to make it more visible, and announcements during the service.

   c. TAOF Articles
   Don will work on an article for December. We can then rotate who from the Board writes the monthly articles.

   d. Ongoing Stewardship
   There was discussion of ways to increase stewardship and outreach to members.

8:25pm E. Staff, Committee & Team Reports

1. Minister's Report (monthly) – Rev. Lise submitted a written report.
2. President's Report (quarterly) – no report
3. Director of Religious Exploration (monthly) – Jennifer Bluntach submitted a written report. She also discussed various updates. Peace Camp is scheduled for June 9-13.
4. Other Staff Reports (as needed or requested by Board) – Becca Bernard submitted a quarterly report on her activities as the affiliated community minister.
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 (monthly) – no report
9. Treasurer/Finance Committee Report (monthly) – Doug provided a written report.
10. Other Team Reports (as needed or requested by Board) – none

8:30pm D. Executive Session

There was no executive session.

8:30pm E. Adjournment by Chair w/o Objection

Adjourned by Chair without objection.

Next Meetings:

Board Meeting: Thursday, December 19, 6:30-8:30
Program Council Meeting: January 28, 2025

Respectfully submitted by Justin Roberts, Secretary