AUUF BOARD MEETING - December 19, 2024 Final

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

Others Present: Rev. Lise, DRE Jennifer Bluntach

6:30pm A. Call to Order/Agenda

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

6:50pm B. Consent Agenda

1. **Approval of the November 21, 2024 Board Minutes** - Without objection, the minutes were approved.

7:00pm C. Continued Business

1. **Finance**
    a. Treasurer's Report. We have lost approximately $8000 in pledges but have picked up $3000 in new pledges. The Finance Committee does not recommend any changes to the budget. We discussed the need to set a goal for this year's pledge drive and the need for a long-term planned maintenance plan. We also discussed the grant that was recently received for Becca's community ministry. Doug proposed that the grant be deposited in a restricted fund for use on Becca's ministry. There was no objection.
    b. November Financial Statements Review. Doug talked through the November financial overview. Income is over budget to year because of pre-paid pledges and one-time income. Expenses are slightly below budget to year due to vacancies at the start of the fiscal year.
    c. 2026 Budget Process. We had an initial high-level discussion on budget possibilities. Kalen commented that in the past each member was asked to reach out to members. She would prefer events as opposed to member-to-member contacts for pledges.

2. **UU Retirement Plan: Document Adoption Vote**
   The Board voted unanimously on December 5 to adopt the 2025 Restatement of the Unitarian Universality Organizations Retirement Plan with an implementation date of January 1, 2025, and committed to complying with all the provisions of the plan and the elections made by AUUF in the 2025 Employer Participation Agreement that we submit to the UUA Retirement Plan Committee and they acknowledge receipt and approve via counter signature of same.

3. **HR Policy Manual: Approval of proposed updates**
   We discussed the proposed changes to the HR Policy Manual. There was a suggestion to change gendered references to "them" and add a 30-day timeline for grievance filing and a 3-month timeline for grievance processing. We also discussed whether FMLA should be allowed for new hires and decided that it would be at the discretion of the supervisor. Rev. Lise is going to suggest changes to the HR Committee and express our thanks for all of their work.

4. **Bylaws Review: Status Update**
   Don, Doug, Kalen, Justin, and Rev. Lise agreed to participate in a bylaws committee. Kalen will set up a meeting.

7:45pm D. New Business

1. **Strategic Plan Action Items**

   a. Congregational Survey
   The survey results have gone out to teams and committees.

   b. Continued Feedback Process
   We discussed outreach to former members. We also read through and discussed the comments from the comments box.

   c. TAOF Articles
   Don wrote an initial article for TOAF. We will begin to rotate articles from Board members. Jim will write the next article on what it's like to be on the Board.

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

1. Minister's Report (monthly) – Rev. Lise submitted a written report on social justice activities, holiday festivities, staffing, sabbatical planning, pastoral care, and stewardship.
2. President's Report (quarterly) – no report
3. Director of Religious Exploration (monthly) – Jennifer submitted a written report. We discussed funding for OWL, Fall Frolic, and Peace Camp (which is scheduled for June 9-13). Jennifer also asked to combine the two RE restricted funds (5515 Religious Exploration and 5518 Re Volunteer Expenses). We will follow up at the next meeting.
4. Other Staff Reports (as needed or requested by Board) – no report
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) – Peggy provided a written report.
9. Treasurer/Finance Committee Report (monthly) – Doug provided a written report.
10. Other Team Reports (as needed or requested by Board) – none

8:39pm D. Executive Session

At 8:39, there was a motion to move into executive session. At 8:51, the Board left executive session.

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

Adjourned by Chair without objection.

Next Meetings:

Board Meeting: Thursday, January 16, 6:30-8:30
Program Council Meeting: January 28, 2025

Respectfully submitted by Justin Roberts, Secretary