

# Tahoma UU Board of Trustees

## Meeting 9/21/2023

**Start:** 6:30 pm      **End:** 8:38 pm

### Membership Attendance

Board Member	Present	Attendee	Attendee	Attendee
Krissy Kim, President	ZOOM	Crystal Zerfoss, Minister		
Maria Figueroa, Vice President	X			
Doug Booth, Secretary	ZOOM			
Chris George				
Staci Kopcha	X			
Dolores Fitch	X			

### Agenda

Item	Action	Secretary's Notes
Welcome and chalice lighting		
Check In		
Approval of minutes		
Minister's Report	10	See file: 2023-09-21 Minister Report.docx
Financial Update	10	Documentation Provided by Sharon This year has been paid back. It would take a significant amount of work to calculate the previous couple years.

## Board Meeting 9/21/2023 Agenda Continued

Item	Action	Secretary's Notes
		<b>MOTION:</b> Do not explore any further unpaid amount previous to this calendar year. Motion passed.
Payroll Remediation	10	We received a targeted anonymous donation of \$45,000 to cover the remediation. In the past there were concerns about directed donations, but there is nothing in our bylaws. In addition, this is money that was going to be spent anyway. It is thought that we should discuss an addition to our bylaws addressing directed donations. Because the donation is potentially more than the shortage, we must consider what would be done with the excess. We do not know if the donor can be reached. Krissy will write the formal proposal to be read at the congregation meeting to pay the delinquent amount from payroll.
Minister's Moving Expenses	5	\$4000 moving expenses plus \$1400 (35%) taxes. Rev. Crystal is asking the full amount, but hopes not to use all of that. The ask here is for covering the tax she is responsible for. <b>MOTION:</b> Pay the full \$4000 (if needed) and the additional 35% taxes. Motion Passed..
COVID information update	10	We have info posted on our website. COVID is on the rise in our community. Another month should give more clarity. We need a time for discussion of our needs.
Board retreat	10	Chris is hosting, bring extra food, one vegetarian
Committee Reports	10	Membership committee reported in. Only 3 members currently. Outreach to past members has been done with postcards. Need to consider some kind of welcoming event for trans beloveds relocating. Fundraising being considered.  Worship committee met. Worship Associate will coordinate each Sunday service. Using the Worship spreadsheet, added a column. Possible retreat to expand our growth as a team.
Concerns about pest clean-up or inspection	15	2 quotes for rodent dropping clean up and historical references provided by Sharon. Estimates are roughly \$2000-\$3000 for cleanup. We do not have indication on whether pests are back.. <b>MOTION:</b> Spend up to \$5000 or the bylaw limit (whichever is lower) for inspection and immediate cleanup of rodent contamination. Motion Passed. (one abstention)
Building Use agreement review	15	Facility Use Policies and Rental Agreement Documents provided by Sharon
Building security (keys and codes)	5	Alarm system upgrade options/quotes being collected by Sharon 53 Main Door Keys Unaccounted for, Key Ledger provided by Sharon We need a plan, including actions, timeline, and communication plan. Oct. meeting we will discuss this further with Sharon's input.

## Board Meeting 9/21/2023 Agenda Continued

Item	Action	Secretary's Notes
Financial review (as soon as we are ready)	10	
Email regarding potential building opportunity	10	We saw an email about a church up for sale this week. After some discussion about the possibilities, we are in a time of rebuilding and are not ready. Also, the asking price of \$3M is too much for us to consider at this time.
Reconciliation to pay Rev. Crystal's contracted retirement amount until we can change this in Jan '24 with UUA.		<b>MOTION:</b> Pay Rev. Crystal the additional 5% for her retirement fund as salary plus the additional tax until the end of the year. Motion Passed.
Review of Action Items	5	

## Action Items (*Carry Forward*)

Task	Assigned To	Due	Progress Notes
ID to credit union	Maria Figueroa	8/25/23	Needs to physically go to the branch and work with our representative. COMPLETED
Send notification to the TUUC membership for 9/24 meeting	Krissy Kim	8/18/23	COMPLETED
Sept Board meeting, bring recommendations for policy review and procedures to implement for COVID response	Maria Figueroa	9/21/23	9/21/2023 COMPLETED
Technology Assessment	Doug Booth	Oct/Nov	Underway
Retirement contribution form to UUA	Krissy and Sharon	9/21/23	9/21/2023: UUA will not accept changes in the ongoing calendar year. The recommendation from Sharon is to pay out the additional 5% + tax until the end of the year. Estimated amount is about \$100/mo.
Vanguard accounts signature change	Maria Figueroa	9/21/23	Sharon cannot do anything Vanguard will not talk to her about the account 9/21/23: Maria will look into this further. Doug and Dolores are to be the new signatories.

*Board Meeting 9/21/2023 Agenda Continued*

Task	Assigned To	Due	Progress Notes
Create Financial Questions document in Board Meetings for coming Board meeting and share link with all. Sharon will answer in the document.	Doug/Sharon	10/19/2023	
Create a small task force to bring health recommendations to the board.	Maria Figueroa	10/19.2023	
Get contact info for organizer of Pride Interfaith to Krissy to see about reaching out to LGBTQ+ friendly churches to see if they would like to support our trans relocation efforts, financially or otherwise.	Doug	10/19/2023	
Create taskforce to evaluate our building use policy.	Krissy	10/19/2023	
Building Security discussion with Sharon in prep for more discussion in Oct meeting.	Rev. Crystal	10/19/2023	

Minutes Approved: 10/19/2023