

Tahoma UU Board of Trustees

Meeting 2/15/2024

Start: 6:30 pm **End:** 8:31 pm

Membership Attendance

Board Member	Present	Attendee	Attendee	Attendee
Krissy Kim, President	x	Crystal Zerfoss, Minister (absent)		
Maria Figueroa, Vice President (Timekeeper)	x			
Doug Booth, Secretary	x			
Chris George (note taker)	x			
Staci Kopcha				
Dolores Fitch	x			

Agenda

Item	Action	Secretary's Notes
Welcome and chalice lighting (3 min)		
Check In (5 min) what is your favorite genre of books or movies?		
Approval of minutes (2 min)		
Minister's Report (5 min)		
Admin report		How is newsletter being handled? Krissy will communicate cadence and message approvals

Board Meeting 2/15/2023 Agenda and Minutes Continued

Item	Action	Secretary's Notes
Financial Update Banking signatures Treasurer	(see Lauren's email)	Request for clarification and instructions on payout of sick leave and vacation leave to our departing admin Assigned this to Krissy to investigate and respond. Vacation is paid out at current rate and sick leave is not paid out according to HR policy version 3. MOTION: Moved to direct Sound Credit Union to add Lauren Pederson as a signer to the bank account and remove Sharon Gold. <i>Passed</i>
Recognizing Visitors (if any are present)		
Review Calendar	Review	Nominating committee: We do not yet have 4 qualified candidates according to our bylaws. We will communicate to the congregation that we need 4 qualified candidates or the Board will have to ask the congregation for exceptions to the bylaws.
Contracts for services	PUSH TO MARCH	We need a report from Admin. The Board wants to ensure that all paid services have updated contracts on file and in budget.
Google for Nonprofits		(see email) Ask Teresa if she would bring forth a proposal to the Board in March. Doug will assist.
Cascade Growth Fund Grant Opportunity		(see email) Great opportunity but we do not have the resources right now.
Building Inspections		The Executive Committee will choose one of the two recommendations and direct our admin to schedule the inspection.
Committee Reports (10 min)		<p><u>Health and Safety Committee:</u> Committee met and will be inspecting wiring and putting some safety measures in place. They have recommendations for the building inspectors on air exchange.</p> <p><u>Building Committee:</u></p> <p><u>Membership Committee:</u> Doug is taking a break from being the Board rep on this committee. Maria agreed to be the Board rep.</p> <p><u>Nominating Committee:</u> (see above)</p> <p><u>Worship Team:</u> Virtual Visitor has been successful. The Board would like the Worship Associate to properly introduce guest speakers. The Board would like to express deep gratitude to the Worship Team for all the work that has been done to run services through real challenges. To the congregants, the services have been seamless.</p> <p><u>RE Committee:</u> We do not have volunteers. There is a desperate need. We will begin assigning parents for assistant slots.</p> <p><u>Trans Relocation Committee:</u> Event is coming up. Donations are coming in, over \$700 already.</p> <p><u>Safe Parking Committee:</u> No report. We are buying a solar-powered motion activated light to deter activities</p>

Board Meeting 2/15/2023 Agenda and Minutes Continued

Item	Action	Secretary's Notes
		on the front starwell. <u>Auction Taskforce</u> : Efforts are proceeding. <u>Pledge Drive</u> : We need committee members.
Website Migration	Mar '24	Can we take up an offer by Sheila Whybrow and Teresa Hall to assist with web updating. Yes. Doug will work with them to gain access to WordPress.
Building Security System	Vote	MOTION : Moved that the Board move \$3000 from reserves and the remainder from Board discretionary funds to pay Robbles Security to instal a new security system for the church. <i>Passed</i> .
Review of Action Items (10 min)		

Agenda Items Next Meeting

Item	Action	Secretary's Notes
Building security (keys and codes)		We need a plan, including actions, timeline, and communication plan. We need to discuss this further with

Action Items (*Carry Forward*)

Task	Assigned To	Due	Progress Notes
Technology Assessment	Doug Booth	Mar	Underway. This is delayed to circumstances out of his control.
Vanguard accounts signature change	Krissy/Dave Cerny	9/21/23	Sharon cannot do anything Vanguard will not talk to her about the account 9/21/23:Doug and Dolores are to be the new signatories. 2/15/2024: What is the status of this?
Facility agreement review	Need workgroup	???	
Create taskforce to evaluate our building use policy. Prepare update for review in January	Krissy	???	

Board Meeting 2/15/2023 Agenda and Minutes Continued

Task	Assigned To	Due	Progress Notes
Distribute facility use agreement and building use policy. Prepare update for review in February	Doug Booth	11/16/2023	Get from Sharon and distribute in advance for discussion DONE
Seek 501(c)3	???	???	Moving this to next year
Grounds, repairs, maintenance company	Doug	3/2024	Doug talk with Lauren

Minutes Approved:

DRAFT