

Tahoma UU Board of Trustees

Meeting 4/18/2024

Start: 6:33 **End:** 8:12

Membership Attendance

Board Member	Present	Attendee	Attendee	Attendee
Krissy Kim, President	present	Crystal Zerfoss, Minister (absent)	Sheila Whybrow, Visitor	
Maria Figueroa, Vice President (Timekeeper)	present	Lauren Pederson, Administrator (absent)		
Chris George	present			
Staci Kopcha	present			
Dolores Fitch	absent			

Agenda

Item	Action	Secretary's Notes
Welcome and chalice lighting (3 min)		
Check In (5 min)		Processing Doug's resignation
Recognizing Visitors (if any are present)		
Approval of minutes (2 min)		Moved Seconded and Passed
Minister's Report (5 min)	N/A	
Admin report		Waiting for the mason to provide updated bid on front steps. Still trying to get police report to know drivers' name and insurance. Still having problem with Aplos. We have tax withholdings we withheld, but never paid into IRS. We have identified \$25,000 that we need to pay. We have that money in this years budget

Board Meeting 4/18/2024 Agenda and Minutes Continued

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		for salaries, so we will go ahead and pay. PATCH contract being renewed, will invoice monthly. Printer return will cost just under \$400. Moving printer from minister's office into the copy room. ESD wants a Power of Attorney signed to proceed. This needs more understanding by Krissy before she signs. SSA – still working on this.
Financial Update	Slow pay on pledges. Still within budget	Dave Pettit wants a leaf blower to clean off stairs. We have money in maintenance account. Moved. Seconded and Approved
Front Stairwell, railings, and step update		
IRS update		
2024-25 Budget	Krissy sending updated to BOT via email Setting date for Congregational Meeting – June 9 Will ask Andrew Eyres to Moderate. Bob Hays Parliamentarian. Staci will be Timekeeper. Chris will be secretary. Need a poll launcher, microphone wrangler	
Pledge Drive		Only a few forms in so far. Want to close by end of April. Reminder that we need a pledge form from all pledging for us to track pledges
Vanguard Signer Update		Got paperwork from Jeff. We will need signed minutes which designate who can sign for Vanguard
Inspection Priorities (Building Committee)		
DRE Job Description		Staci is working with committee to draft one

Board Meeting 4/18/2024 Agenda and Minutes Continued

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Contracts for services	PUSH TO MAY	We need a report from Admin. The Board wants to ensure that all paid services have updated contracts on file and in budget.
GA Delegates and Article 2 vote	Krissy will meet with any interested in being delegates to check their understanding of the issues being voted on	Maria is going to GA and is willing to be a delegate In addition to Article 2, there are 4 amendments. Maria recommends that we offer a scholarship for virtual attendance to whoever represents us at GA. We also want the second delegate to have a chance to review materials thoughtfully before voting. She has been studying these issues and could likely help with providing materials
Committee Reports (10 min)		<u>Health and Safety Committee</u>: no update <u>Building Committee</u>: - Sheila reports she is ready to convene the group begin identifying priorities that from the building report (Dave Pettit, Bob Hays, Sheila Whybrow, Maria Figureoa, Ron as Advisor) <u>Membership Committee</u>: Susan reported 7 new members. Asking for a date for a fall New Members class and date for Welcoming Service We will ask Susan to identify the date, and we can plan around it. <u>Nominating Committee</u>: We have some potential candidates for BOT <u>Worship Team</u>: Kudos to the Team. We have had outstanding services during Rev Crystal's absence. We reviewed the worship calendar and updated ourselves and the calendar <u>RE Committee</u>: Summer plans are no RE classes in the summer. Free time downstairs – will need 3-4 adults to support the children <u>Trans Relocation Committee</u>: We are supporting a family with four children who are moving from Texas. After a rough draft due to mechanical failures, Krissy reports they had reached California <u>Safe Parking Committee</u>: <u>Auction Taskforce</u>: - Wanted more time to plan Auction next year. Start in Oct and set date in March. Sheila said it was a good team. Currently at \$8,400 but more cash to account for. \$3,700 was raised for the step repair. <u>Communications & Tech Committee</u>: Just getting started <u>Stewardship Committee</u>:
Sharon's return		Sharon would like to return to the congregation sooner than one year. The BOT approves her coming back after the six month absence, based upon her work with us being less than two years. She would like to serve as Treasurer.
Google for Nonprofits		Assign to tech and comm committee? Theresa Hall is chairing that committee

Board Meeting 4/18/2024 Agenda and Minutes Continued

Item	Action	Secretary's Notes
Website Migration		Assign to tech and comm committee?
Review of Action Items (10 min)		

Action Items (*Carry Forward*)

Task	Assigned To	Due	Progress Notes
Technology Assessment	Tech and Comm Committee	ON HOLD	Underway. This is delayed to circumstances out of his control.
Facility agreement and building use policy review	Need workgroup	ON HOLD	
Seek 501(c)3		ON HOLD	Moving this to next year
Building security (keys and codes)		???	We need a plan, including actions, timeline, and communication plan.

Minutes Approved: