

Tahoma UU Board of Trustees

Meeting 6/20/2024

Start: 6:38PM **End:** 8:12PM

Membership Attendance

Board Member	Present	Attendee	Attendee	Attendee
Krissy Kim, President	absent	Crystal Zerfoss, Minister (absent)		
Maria Figueroa, Vice President	absent	Lauren Pederson, Administrator		
Chris George		Scott Redman		
Staci Kopcha		Remi Tallo		
Dolores Fitch		David Hackett		

Agenda

Item	Action	Secretary's Notes
Welcome and chalice lighting (3 min)		
Check In (5 min)		Hopes for the year ahead
Recognizing Visitors (if any are present)		Incoming BOT members Scott Redman, Remi Tallo and David Hackett were present and contributed to the meeting
Approval of minutes (2 min)	May 16 Minutes Approved	

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Item	Action	Secretary's Notes
Minister's Report (5 min)	N/A	
Admin report		Lauren has contacted our insurer, Church Mutual, for assistance in covering the costs of repair from driver running into our front steps Building Committee recommends asking some congregants to help with parts of the repair to reduce costs Directory – working with Susan Kunkel, Membership Downstairs Flooring – Because we have a cement floor, the only flooring option is to use sheet linoleum. Bids coming next week Vanguard paperwork – paperwork for new signers has been sent Secretary of State – report completed
Financial Update		We did not receive monthly reports from Jules.
2024Annual Meeting Debrief		BOT expressed gratitude for the congregations approval of the budget and the proposal for building improvements using the Building Fund. We look forward to a much more welcoming, attractive building by the end of next church year.
Front Stairwell, railings, and step update Temporary gate	BOT approved \$38,935.90 for work to repair the brickwork, steps and handrails and cover the repaired brick with stone	Exec Committee approved \$300 for a temporary gate to block access under the front steps. Lauren walked us through her process to get bids for the stair repair. She recommended the work of Black Horse Masonry. The BOT approved bids #4308 \$8305.59 for concrete work on steps including path and overlay; #4309 \$4,632.60 for install steel handrails on steps; and #4310 \$25,997.71 for patch work on brick, prep brick for stone cover, lay new stone
IRS update		
Pledge Drive-send thank yous to the committee		Chris George will prepare and mail thank you notes to the Annual Fund Drive team on behalf of the BOT
Vanguard		Lauren provided the statements from the Vanguard Accounts. We have \$1,351,514.75 in one account and \$65,056.39 in the other as of May 31, 2024. We have sent paperwork for Staci Kopcha to have access to that account. As soon as we have a Treasurer, we will add that person to the account
Rev Crystal contract 2024-25		Contract ends July 30, 2024. Currently paying only benefits. Salary is included in 2024-25 budget. Rev

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		Crystal hopes she can return in September, feels confident she will be able to return gradually beginning in January. The current and incoming BOT talked about whether to enter into a new contract with Rev Crystal after July 30. We were reluctant to make that decision absent input from current BOT President (who has talked with her the most) and current BOT Vice President. We felt confident that we could make a thoughtful decision before the current contract ends
DRE Job Description and posting		Staci Kopcha reports that she has a draft job description, but has not received any review comments so does not consider it final yet. Lauren offered to help her with that review and finalizing. BOT will approve the job description before the position is advertised
Contracts for services		Lauren provided a list of our current contracts. We identified two that were missing. She will provide an updated list at the July meeting
GA Updates		Maria Figueroa and Gary Finke are attending GA and carry our votes for Business Meeting. We did not have an update from them for this meeting
Committee Reports (10 min)		<u>Health and Safety Committee:</u> <u>Building Committee:</u> <u>Membership Committee:</u> <u>Nominating Committee:</u> <u>Worship Team:</u> Scott Redman reported that Krissy Kim will be the Chair of this Committee. He said they are still recovering from Doug Booths departure from the church, as he was doing so much. They are building the schedule for the summer months. They will be using the UUA provided Sermon of the Month more often going forward <u>RE Committee:</u> <u>Trans Relocation Committee:</u> <u>Safe Parking Committee:</u> Dave Hackett reported that he and Cindy are looking at several options to temporarily close off access to the area under the front stairs. A final gate will be built once the front stair and brick walls have been repaired. <u>Auction Taskforce:</u> <u>Communications & Tech Committee:</u> <u>Stewardship Committee:</u>
Review of Action Items (10 min)		

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Action Items (Carry Forward)

Task	Assigned To	Due	Progress Notes
Technology Assessment	Tech and Comm Committee	ON HOLD	
Website Migration	Tech and Comm Committee		
Google for Non-Profits	Tech and Comm Committee		
Facility agreement and building use policy review	Need workgroup	ON HOLD	
Seek 501(c)3		ON HOLD	Moving this to next year

Minutes Approved: