

Tahoma UU Board of Trustees

Meeting 10/24/2024 (6:30p at TUUC)

Start: 6:36 End: 8:45

Membership Attendance

Board Member	Present	Attendee	Attendee	Attendee
Scott Redman, President		(Sean Chitty, Administrator)		
Dolores Fitch		(Jules Albright, Bookkeeper)		
Andrea Frickelton		Lauren Bisplinghoff		
Dave Hackett				
Ben Holquist, Vice President				
Staci Kopcha				
Remi Tallo, Secretary				
Rev. Margo Rinehart (ex officio)				
vacant, Treasurer				

Agenda

Item	Action	Secretary's Notes
Welcome, in room and on zoom, and chalice lighting (3 min)		What if we had a church discord, or some type of encrypted chat room. Each committee could have its own channel. (Possibly zoom already has a system like this?)
Check In (5 min)		

Board Meeting 10/24/2024 Agenda (and Minutes) Continued

Item	Action	Secretary's Notes
Recognizing Visitors (if any are present)		Lauren Bisplinghoff, she mentions we could have better comms with a group text. Others mention a unified board email(essentially messages all board members)
Approval of minutes from 9/19/24 meeting (2 min)	Approve minutes	(Please inform Sheila as completed) Moved on to November meeting.
TUUC Board Basics, including UU Institute training (@ \$15/viewing). Anything special for upcoming meetings? Anything for the "parking lot"		UU Board Foundations 105: https://uuinstitute.org/courses/uuboardfoundations-105/ Scott said we could be reimbursed, The Strategic UU Board 260 https://uuinstitute.org/courses/strategicboard-260/ Need someone to take on Board Financial Management - 385
President's report (up to 5 min) – including recap of routine business conducted since last BOT meeting	Look for who is on endowment fund 9124 w/ bal of \$65,000+	Prioritie: Hiring, Partnership w/ minister, more volunteers, retreat part 2: electric boogaloo (fall/winter) All Board Members should take Fund Management 101.
Minister's report (up to 5 min)		Are the doors leading to the ramp safe? Possible cause of alarm
Human Resources report – report on recruitments (completed and underway)		recruited admin Sean, DRE Failed; restructure of job description warranted, (possibly wage increase?) Lauren + Megan possible volunteers for temp RE solution.(would need way to reimburse their expenses for classroom materials[budget code:5301 Curricula & Activities])
Admin report – including anything from BOT's liaison for admin (Dave) and any report or comment from temporary volunteer admin (Cindy)		Patch Home School Facility Use Agreement Resolving Art Sale funds(>\$300)
Financial report and discussion - Financial update based on reports provided by Jules (Bookkeeper@TahomaUU.com) - Sound Credit Union – getting the correct	MTN: Ben 2nd: Andrea to authorize 15 hours for Jules and 20 hours	

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Item	Action	Secretary's Notes
people on and off the list of approved signers • Approve extra hours of pay for part-time bookkeeper and administrator (if they choose to work additional hours) • IRS penalties and interest for late filings and payment re: employee withholding in 2021 • UUA Retirement Plan – % contributions beginning in 2025 [RESERVED Treasurer's report]	for Sean between now and the next board meeting as needed in consultation with Rev. Margo -unanimous approval Approve, on separate document signed by BOT members? Approve per minister's recommendation? Decide on next steps Elect employer's % contributions for TUUC employees in UUA Retirement Plan MTN To Approve: Ben 2nd: Staci Unanimous Yes	Rev Margo and Jules will discuss the future of the credit cards in possession by TUUC, and ending any unnecessary. There are approximately 10, \$100 Safeway cards that I, Remi, believe we could use for safe parking. Proposed Motion: Employer % Contribution for Employees in Unitarian Universalist Organization's Retirement Plan October 24, 2024 Whereas the Tahoma Unitarian Universalist Congregation (TUUC) is committed to assisting all of its employees 18 years and older prepare for their retirement years, and; Whereas the Unitarian Universalist Organizations Retirement Plan (the "Plan") is the retirement plan sponsored by the Unitarian Universalist Association, and; Whereas the Board of TUUC previously adopted the 2025 Restatement of the Unitarian Universalist Organizations Retirement Plan with an implementation date of January 1, 2025 and has committed to complying with all the provisions of the Plan, therefore; Be it Resolved that the Board of TUUC elects to contribute an amount equal to 10 percent of the salary (and, for the minister, housing allowance) as the employer's contribution to each participating employees account in the UUA Retirement Plan. and the elections (yet to be) made by TUUC in the 2025 Employer Participation Agreement. **Amendment: Up to 5% employer matching Be It Further Resolved that the Board of TUUC will submit the Congregation's 2025 Restatement and percentage contribution to the UUA Retirement Plan Committee by October 31, 2024.

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Item	Action	Secretary's Notes
2025 TUUC Auction		
Committee Reports (10 min)	(?)	<u>Committee on Ministry:</u> (reports to BOT; vacant) <u>Human Resources Committee:</u> (reports to BOT; included in agenda above) <u>Nominating Committee:</u> (reports to BOT; David Pettit, Cindy Hackett, Chuck Hall) <u>Finance Committee:</u> (reports to BOT; Dave Cerny? Or vacant) <u>Stewardship:</u> (David Pettit) <u>3rd Friday Potluck:</u> (David Pettit) <u>Trans Relocation Committee:</u> (Krissy Kim) <u>Worship Team:</u> (Krissy Kim) <u>Auction:</u> (Sheila Whybrow; included in agenda above) <u>Building and Grounds Committee:</u> (Bob Hays) <u>Coffee and Hospitality:</u> (Cindy Hackett) <u>CUUPS:</u> (Chuck Hall) <u>Endowment:</u> (Loretta Skochenko-Dhaese) <u>Health and Safety Committee:</u> (Maria Figueroa) <u>Lay Pastoral Care:</u> (Dave Hackett) <u>Art Gallery:</u> (Patty McPhee) <u>Membership Committee:</u> (Susan Kunkel) <u>Nursery/Child care:</u> (Jan DeLong) <u>RE Committee:</u> (?) <u>Safe Parking Committee:</u> (Cindy Hackett) <u>Tech & Communications Committee:</u> (Teresa Hall)
Review of Action Items (10 min)		

Action Items (Carry Forward)

Task	Assigned To	Due	Progress Notes
Technology Assessment	Tech & Comm	ON HOLD	Teresa working with Sean to pay for invoices received to start work on A/V
Website Migration	Tech &Comm		

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Task	Assigned To	Due	Progress Notes
Google for Non-Profits	Tech & Comm		
Facility agreement and building use policy review	Need workgroup	ON HOLD	
Seek 501(c)3		ON HOLD	(Is this a task for this fiscal year?)

(Minutes Approved:)