

Tahoma UU Board of Trustees

Meeting 6/26/2025 (6:30p at TUUC)

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

Membership Attendance

Board Member	Present	Attendee	Attendee
Scott Redman, President (BOT & President term ends 6/20/25)	X	(Sean Chitty, Administrator) X	
Dolores Fitch (term ends 6/30/25)	no	(Jules Albright, Bookkeeper) No	
Andrea Frickelton (term ends 6/30/27)	X	(Kinsey Shackleford, DRE) No	
Dave Hackett (term ends 6/30/26?)	no	Debbie Ramsey (member elect for FY26-28) X	
Ben Holquist, Vice President for FY25 (President elect for FY26; BOT term ends 6/30/27)	X	Paul Hartford (member elect for FY26-28). X	
Staci Kopcha (term ends 6/30/26)	X	Thomas Oliver ("Treasurer in waiting"). X	
Remi Tallo, Secretary for FY25 (BOT term ends 6/30/27)	X		
Rev. Margo Rinehart (ex officio)	X		
vacant, Treasurer			

Board Meeting 6/26/2025 Agenda (Continued)

Agenda

Item	Action	Secretary's Notes
Welcome and chalice lighting (3 min)		
Check In (5 min)		
Recognizing Visitors (if any are present)		
Approval of minutes from 5/22/25 meeting (2 min)	To Approve minutes Motion: Ben 2nd: Stacy	
Anything else for today's agenda? Anything for the "parking lot"?		Ramp replacement/repair
President's report – including recap of routine business conducted since last BOT meeting	Thomas Oliver to be appointed as Treasurer by: Scott Redman Motion to approve: Ben Holquist 2nd: Stacy Kopcha	In the springtime we need to find someone to represent us for the UUA
Minister's report (up to 20 min) –		There is interest in the DRE position by a new guest of the congregation. Interviews should be expected soon once we take in other applications. Paul will cover for Margo while she is on vacation.
Admin report (up to 5 min)		We have been accepted by Google for Nonprofit

Board Meeting 6/26/2025 Agenda (Continued)

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HR discussions – recruitment of DRE (including appointing members to RE Committee) and recruiting bookkeeper (including appointing members to Finance Committee?)		Book Keeper wants & needs: Are we wanting to hire a singular replacement to Jules or look into paying an organization to do our bookkeeping. Our budget only allows \$500 a month. The congregation has previously hired (Robert Haff) organization to do that last time—however, we had horrible issues with them causing financial issues years later. Main priority is someone with knowledge on how we can organize the books in a more optimal way. Ben will take a leading role in looking for a candidate to fill this position. Also looking to find 2 members for the finance committee to accompany Thomas. Ben proposes we post the job position for DRE asap as we already have a candidate interested. Ask Teresa to see what website we posted on last time to repost applications. 10 days after we post applications we will need an interview. Margo needs June and July health insurance coverage paid.
Financial report and discussion a. Any wrap up of FY25 budget – following 6/15/25 congregational meeting b. Any update on IRS issues with Form 941 late filings and payments? c. First discussion of process for end-of-FY25 transfer of funds to the Reserve Fund and align the funds in Sound Credit Union checking and savings accounts with our best available accounting of the congregation's		Thomas should be added to Vanguard because we need 2 people with access. Stacy will need to be replaced once her term on the board ends. To Do: Is Loretta still on the Endowment fund committee? People need to be elected, to assist the Treasurer. Need to Remove Scott, Add Ben and add Thomas to Sound Credit Union.

Board Meeting 6/26/2025 Agenda (Continued)

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Operating and Reserve Funds, respectively. d. First discussion of updating signatures at Sound Credit Union. Add Ben (use minutes from 6/15/25 congregational meeting)? Add Thomas (after the July 2025 BOT meeting when BOT approves the President's appointment of Thomas as treasurer)? [RESERVED Treasurer's report]		941 Forms and payments have been mailed to the IRS Scott has handed the PEX card off to the next board president, Ben.
Committee Reports Health and Safety – Update?		Will convene on Jul 13th next. Fire alarms have been replaced throughout the building. Tech committee to rework our email infrastructure to provide email visibility to all board members when Board@tahomauu is emailed.
Committee List (no agenda time needed, except as indicated above for HR, RE, Finance, and Health & Safety)		<u>Committee on Ministry:</u> (reports to BOT; vacant) <u>Human Resources Committee:</u> (reports to BOT) <u>Nominating Committee:</u> (reports to BOT; Cindy Hackett, Chuck Hall, Kristin Grace) <u>Finance Committee:</u> (reports to BOT; vacant) <u>Stewardship:</u> (Susan Kunkel in FY25) <u>3rd Friday Potluck:</u> (David Pettit?) <u>Trans Relocation Committee:</u> (Karna Holquist) <u>Worship Team:</u> (Krissy Kim) <u>Auction:</u> (Sheila Whybrow) <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>Library:</u> (Eurydeus Fitzgerald)

Board Meeting 6/26/2025 Agenda (Continued)

Item	Action	Secretary's Notes
		Health and Safety Committee: (vacant) <u>Lay Pastoral Care:</u> (Dave Hackett) <u>Art Gallery:</u> (Patty McPhee) <u>Membership Committee:</u> (Susan Kunkel) <u>Nursery/Child care:</u> (vacant – is this staff instead?) <u>RE Committee:</u> (vacant) <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	?	A/V Upgrades completed in FY25
Domain Name Migration	Tech & Comm	Underway in July 2025	
Google for Non-Profits	Tech & Comm & Administrator	Underway	Sean got TUUC on the list in May 2025
Facility agreement and building use policy review	Need workgroup	ON HOLD	
Endowment committee	Need workgroup	Just added	Endowment committee members should be elected by the congregation (much like nominating committee) but this hasn't been done in recent years. Loretta is listed above; who else has been elected/appointed?
Seek 501(c)3		ON HOLD	Not likely needed given what we've learned about and pursuing re: Google for Non-Profits

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(Minutes Approved:)