

Tahoma UU Board of Trustees

Meeting 9/25/2025 (6:30p at TUUC)

Start: 6:34 **End:** 8:37

Membership Attendance

Board Member	Present	Attendee	Attendee
Benjamin Holquist (Board term ends 6/30/27)	x	(Sean Chitty, Administrator)	X
Paul Hartford (term ends 6/30/28)	x	(Shawn Pruitt, DRE)	X
Andrea Frickelton (term ends 6/30/27)	x	Lauren Blisplinghoff (Guest).	X
Dave Hackett (term ends 6/30/26)	x	Janie Cox (Guest)	X
Debbie Ramsey (term ends 6/30/28)	x		
Staci Kopcha (term ends 6/30/26)	x		
Remi Tallo, Secretary for FY25 (BOT term ends 6/30/27)	x		
Rev. Margo Rinehart (ex officio)	x		
Thomas Oliver (Treasurer)	x		

Key Topics:

- Safety (Door Monitor, Training, next steps?)
- Maintenance Requests (Update)
- Bookkeeping Services
- Bank Access

Board Meeting 9/25/2025 Agenda (Continued)

Agenda

Item	Action	Secretary's Notes
Welcome and chalice lighting (3 min)		
Check In (5 min)		
Recognizing Visitors (if any are present) <ul style="list-style-type: none"> • Halloween Carnival 		moderate to medium size gathering. Weather concerns: indoor for safety, close most doors except for when covered by staff. Dinner downstairs, 5 Booths upstairs with drag story time. Charlie Brown pumpkin, with a dance time between. William is setting up a fishing pond, there will be a Photo Booth and also a cake walk and also a haunted hallway. Shawn found tons of Halloween decorations. An agenda will be provided at the next parents meeting. Volunteers have been acquired. Dinner fundraiser , we are wanting to purchase a 1-day permit to serve alcohol during the event. Saturday the 25th is the date , 3-6 pm
Approval of minutes from 8/28/25 meeting (2 min)	Motion to approve: Paul Hartford 2nd: Debbie Ramsey Unanimous Yes	
Anything else for today's agenda? Anything for the "parking lot"?		MOLD in some spots in the basement
President's report – including recap of routine business conducted since last BOT meeting <ul style="list-style-type: none"> • Routine Business (Craft Night) • Use of TUUC Logo at Events (October or November Board Meeting) 	Motion to change RE Safety Policy by Paul Hartford 2nd by Staci Kopcha Unanimous approval Ben would like the board to look	Do we have a policy in place for where and when we can use the Church UU banner at activities not held by the congregation? If not, we should create one. - Nancy Slocum Ramp updates - Original contractor seems like he might not be the most reliable. We should look into finding another person to get a quote from.

Board Meeting 9/25/2025 Agenda (Continued)

Item	Action	Secretary's Notes
<ul style="list-style-type: none"> ● Safety incident (Brief Summary) <ul style="list-style-type: none"> ○ Door Monitor ○ Safety Training ○ Front Door Lock? ○ Drills? ○ Next Steps? ● Did not receive Cascade Grant ● Board Retreat Coming up ● Ramp Repairs, Update? 	<p>over the copy of the Code of Ethics for Working with Children sent by Rev Margo and approve via email vote.</p>	<p>Safety - Change to the RE safety plan, section 2) d) to Children Ages 11 years or older are able to leave when class is over and will be directed to find their guardian without volunteers present. [from 14 years old] only in the circumstance we do not have a RE committee.</p> <p>Congregation leaders should take intruder training from local police.</p> <p>Looking for other volunteers to be door monitor instead of only William Fleet. We will also want the door to be locked at 10:45 to ensure the congregation is secure. Board members will volunteer as door monitors until our volunteer drive. Fire drills?</p>
<p>Minister's report (up to 20 min) –</p>		<p>w 9.2025.Minister.Report.to.TUUC.Board.docx</p>
<p>Admin report (up to 5 min)</p>		<p>Books from last month are almost finished being reconciled. The IRS said they would refund one of the quarters from 2021, but they declined our other requests.</p>
<p>HR discussions</p> <ul style="list-style-type: none"> ● Volunteer Drive ● Volunteer Withdrawal 		<p>Scott Redman has withdrawn from all volunteer positions that he held. Lauren took up his position in the Worship Committee in an intermittent capacity. She has requested some training on what it means being a Worship Associate. Sean has some documentation from Krissy, Lauren would also like to create a manual for the position.</p>
<p>Financial report and discussion</p> <ul style="list-style-type: none"> ● Bank Access 	<p>1. Vote to move \$600 from board discretionary fund</p>	<p>Thomas has been talking with the bank representative but he</p>

Board Meeting 9/25/2025 Agenda (Continued)

Item	Action	Secretary's Notes
<ul style="list-style-type: none"> ● Book Keeping Service <ul style="list-style-type: none"> ○ Budget ○ Next Steps Treasurer's report <ul style="list-style-type: none"> ● Board Training 	<p>into Bookkeeper Line (Change to Book Keeping Service), then to pay the regularly</p> <p>2. Vote to pay \$1500 startup fee, taking it from the reserves</p> <p>*Move to empower executive committee to move forward with moving the necessary funds to pay for the contract pending results of quotes gathered - By Paul Hartford 2nd - Staci Kopcha Unanimous Yes</p>	<p>hasn't received the documentation back.</p> <p>We're only paying for 9 months, so we're covered in the budget for the current fiscal year. NEXT YEAR, We need to find money for it in the budget.</p> <p>We want to ask Clergy Financial for two references from UU. Ben will ask the congregation from the other UU church Margo works with. Sean is going to reach out to Cedars and see.</p> <p>UU Institute has board training that we can take online whenever. We should all take a safety training.</p>
Committee Reports		
Committee List (no agenda time needed, except as indicated above for HR, RE, Finance, and Health & Safety)		<p><u>Committee on Ministry:</u> (reports to BOT; vacant)</p> <p><u>Human Resources Committee:</u> (reports to BOT)</p> <p><u>Nominating Committee:</u> (reports to BOT; Cindy Hackett, Chuck Hall, Kristin Grace)</p> <p><u>Finance Committee:</u> (reports to BOT; vacant)</p> <p><u>Stewardship:</u> (VACANT)</p> <p><u>3rd Friday Potluck:</u> (David Pettit?)</p> <p><u>Trans Relocation Committee:</u> (Karna Holquist)</p> <p><u>Worship Team:</u></p> <p><u>Auction:</u> (Sheila Whybrow)</p> <p><u>Building and Grounds Committee:</u> (Bob Hays)</p> <p><u>Coffee and Hospitality:</u> (Cindy Hackett)</p> <p><u>CUUPS:</u> (Chuck Hall)</p> <p><u>Endowment:</u> (Loretta Skochenko-Dhaese)</p> <p><u>Library:</u> (Eurydeus Fitzgerald)</p>

Board Meeting 9/25/2025 Agenda (Continued)

Item	Action	Secretary's Notes
		<p>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)</p>
Review of Action Items (10 min)		

Action Items (Carry Forward)

Task	Assigned To	Due	Progress Notes
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

(Minutes Approved:)