

Tahoma UU Board of Trustees

Meeting 12/18/2025 (6:30p at TUUC)

Start: 6:42 **End:** 9:42

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)	
Andrea Frickelton (term ends 6/30/27)	x		
Dave Hackett (term ends 6/30/26)	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:

- Fence

Board Meeting 12/18/2025 Agenda (Continued)

- Executive Session

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 11/20/25 meeting (2 min)	Remi Motions to Approve minutes. Paul 2nds Unanimous Approval	
Anything else for today's agenda? Anything for the "parking lot"?		Accessibility Ramp needs renovations, the last person we thought would do it has disappeared. Gutters need another cleaning— Sean is on it.
President's report – including recap of routine business conducted since last BOT meeting <ul style="list-style-type: none"> • Request regarding fence and neighbor's yard • Finding a stewardship chair/committee <ul style="list-style-type: none"> ○ Direct requests? 		
Minister's report (up to 20 min) –		12.2025.Minister.Report.to.TUUC.Board.docx The teacher training date will not be on the date as listed, it will be on Feb 8th 2026.

Board Meeting 12/18/2025 Agenda (Continued)

Item	Action	Secretary's Notes
Admin report (up to 5 min)		By the first of January the November report should be ready from Clergy Financial, communication with them has reportedly gone well. Sean has negotiated monthly reports from them. The transfer over to quickbooks has been successful, so far.
HR discussions – Held For Executive Session		
Financial report and discussion <ul style="list-style-type: none"> • Clergy Financial hand off process Treasurer's report	<p>Motion to add Thomas Oliver to the Vanguard Account - Debbie Paul 2nd Approved Unanimously</p> <p>Amendment Proposed; Change Church -> Congregation</p> <p>Strike final 'whereas:' Claus and remove the words. And Clarifies that we want to remove anyone who is not Staci Kopcha or Thomas H Oliver.</p>	<p>Whereas: Thomas H Oliver is the duly elected Treasurer of this congregation, and</p> <p>Whereas: The church maintains two accounts with Vanguard, and</p> <p>Whereas: Staci Kopcha is the only authorized signatory for these accounts who is a currently serving trustee, and</p> <p>Therefore, be it resolved: That the duly elected Board of Trustees of Tahoma Unitarian Universalist Congregation affirms that any other past representatives should be removed from the list of authorized signatories for the church's Vanguard account and further</p> <p>Be it resolved that Thomas H Oliver should be listed as a newly authorized signatory for these Vanguard accounts</p> <p>resolved this day, December 18 2025</p> <p>Signed: Benjamin Holquist, Chair</p> <p>Board of Trustees</p> <p>Tahoma Unitarian Universalist Congregation</p>

Board Meeting 12/18/2025 Agenda (Continued)

Item	Action	Secretary's Notes
Executive Session: to discuss personnel matters		
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) <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> (VACANT) <u>3rd Friday Potluck:</u> () <u>Trans Relocation Committee:</u> (Karna Holquist) <u>Worship Team:</u> <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> (VACANT/Loretta Skochenko-Dhaese) <u>Library:</u> (Eurydeus Fitzgerald) <u>Health and Safety Committee:</u> (vacant) <u>Lay Pastoral Care:</u> (Tanya Baker) <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)		

Board Meeting 12/18/2025 Agenda (Continued)

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

(Minutes Approved:)