

OUUC BOARD OF TRUSTEES MEETING MINUTES

Tuesday, April 15, 2025, 7:00 – 9:00 PM on Zoom

A loving, just and healthy world. We welcome, and wonder, embrace, and empower, bridge and become.

5 **Board Officers Present:** Susan Moon, President; Sally Alhadeff, Vice-Pres and acting Secretary; Jeff Goltz, Treasurer

Members at Large Present: Tami Black, Arlene Colerick, Lee Doyle, Dieter Jacobs, and Jenee Wolfram

Ex-officio Member: The Rev. Mary Gear

Members absent: Rich Kalman

10 **Congregational members present:** Ryan Baye; Tiffany Felch; John Cox; Jerald Dodson

Opening words: Susan

Check in: Board Members

Consent Agenda:

15 **The Minutes of the March 18, 2025 Board Meeting were accepted as revised.**

- Susan reviewed the agenda.
- Standing Committees: Written liaison reports from Governance and Legacy Giving were accepted. New Governance Committee appointment of Christine Parke appointed.
- Task Force reports:
 - Member additions to Staff Compensation TF: Melanie Ransom and Wendy Tanner
 - Approved.
 - Rental Income Task Force established by the board is changing to a Rental Income Team which is a part of operations
 - Approved

25 **Ministerial Report:**

The Minister's written report was accepted.

Draft Capital Budget Presentation:

- Discussed "must do" items
 - Replacing failing furnace; replace caulk and repaint old roof; replace fire alarm panel
 - It was suggested Rev Mary get a 2nd bid for replacing the gas furnace that heats one end of the commons
 - The budget figure for painting the roof to extend its life is for the entire roof. Rev Mary will request a bid for the old portion of the roof, which is approximately half of the total roof area.
 - Fire alarm panel needs to be replaced
- Discussed stair repair options – this discussion postponed until we have more information about the various options (replace, reduce the size of the stairs, put metal caps on tread fronts, etc.)
- Raise the Paddle Options. There are 2 separate Raise the Paddle opportunities at the Auction – 1 for Faith in Action (external), 1 for congregation needs (internal).
 - Raise the Paddle (external)
 - Faith in Action recommended supporting Mi Chiantla's program to support passports and family safety plans for immigrant families.

The Board voted unanimously to support Faith and Action's recommendation.

- Raise the Paddle Options (Internal):

- Building & Grounds: landscape improvements
- Piano repair and some money for choir, 2nd camera, and skylight replacement and call it "Sound and Light"
- Fund part of Member Engagement Specialist

The Board voted to support Raise the Paddle for "Sound and Light" including: Piano repair, 2nd camera and skylight replacement. Those budget line items total of \$7,500.

- **How to Balance the Operations Budget**

- 55 ◦ 232 pledgers; \$524,000 pledges to date. Most that has been raised – about 8% more than last year. Longer stewardship cycle probably helped as well as the consistent communications and excellent financial graphics
- 60 ◦ There is a \$32k gap. What do we do?
- A 2nd ask is supported by the current Stewardship team. There are some perceived negatives: too much pressure on the givers. The message and marketing will be critical.
 - Legacy Funds could be used. Downside: Not having a balanced budget and relying on at least some Legacy funds each year. If we use \$30k in reserves, we have a deficit budget. (currently \$97k in reserves)
 - Make more cuts

65 Board discussion: Is there a way to collect approximately \$20k in outstanding Capital Campaign funds? (\$9,000 – 10,000 probably won't be collected for various reasons). People have until the end of December to fulfill their pledges. Statements are regularly sent out; Rev Mary is considering putting together a year-round team who could answer congregant's questions about their stewardship status and also make follow up phone calls as needed which could include outstanding capital campaign contributions.

70 **Motion made, seconded and approved: Cut the board discretionary budget to \$2500 from \$5000.**
Motion made, seconded and approved: Balance the budget by doing a 2nd ask for more funds, then use savings as needed to fill the gap up to \$15,000, then make budget cuts to balance the budget as needed.

Suspended regular board meeting at approximately 8:45 pm for an Executive session to discuss a personnel matter.

75 **Regular Board meeting resumed at approximately 9:00 pm.**

Financial Sustainability Committee

- Pause formation of the committee.
- 80 Board Discussion: In the process of recruiting committee members, the formation charge was reviewed and discussions held by several board members and with potential committee members. The existing charge may no longer fit the needs of the board. As a result, the board decided to pause recruiting committee members so we can regroup. This is an intentional move and the topic will be revisited in a couple of months.

Stewardship

- 85 • Board should thank the Stewardship Team for the impressive job they have done this year.

The Big Question Board Forum April 27

- Planning for the forum will be conducted by email

90 **Board Donation of Auction Item**

- Discussion and planning for an auction item of a board-hosted dinner will be conducted by email.

Grade the Meeting: Lee reviewed the meeting and graded us A+

95 **Closing words - Susan**

Topics for Next Meeting May 20, 2025

- Finalize and approve Operating Budget in preparation for Annual Meeting
- Make decisions on what we are going to do with Capital Budget. (Discussion: does it need to be approved by the congregation – or not? TBD next meeting.)

100 **Assignments**

- Susan will send emails re: Board Auction Item and Board Forum
- Reverend Mary has some budget-related follow up items:
 - Stewardship (2nd ask); 2nd bid for gas furnace; revised bid for repainting old roof only;
- Open & Closing Words next meeting – Lee
- Grading next meeting – Arlene

Topics for Next Meeting:

- Approve Operational Budget for annual meeting
- Plan for annual meeting
- Capital budget approval process (does it need a congregational vote?)
-

Liaison Reports & Agenda items due: May 17, 2025

The Big Question 2025:

How Shall We Adapt to Being a Bigger Congregation

Who have we been

Who are we now

Where are we going

Board Goals for the year (identified at Board retreat 3/29/25)

1. **Board Operations** Focus, especially maintaining info and continuity from year to year
 1. Create Exec Committee and clarify process for decision-making between meetings
 2. Clarify Ops Policies and Methods (Governance Clarity?)
 3. Establish and maintain centralized document storage on Google Drive
 4. Focus on Board Education and develop process for education new board members
2. **Engage the Congregation**
 1. Hold “The Big Question” forums (How Do We Adapt to Being a Bigger Congregation?)
 1. Focus on effective follow up with participants – share information
3. **Prepare for future Ministerial Transition**
 1. Clarify Roles and Authority
 2. Normalize minister transitions
 3. Prepare financially
 4. Establish and follow an evaluation process

Respectfully submitted this _____ day of May 2025 by Vice President Sally Alhadeff
