



Board of Trustees Meeting Minutes
Tuesday, 18 July 2023
via Zoom

Draft v2

Attendees:

Board of Trustees / BoT: Jean Polmateer, Dorothy Bosteder, Arlene Joy Christiansen, Paul Roof, Sharon Wolf, Rev. Denese Schellink, Shelley Lish (attended at 4:37 pm)

Staff observing: Craig Palm, Monica McDowell-Elvig (except during operations report)

Guests observing: Cathy Lane, Linda Hillesheim, Lisa Singer

Meeting called to order: 4:31 pm PST by Jean.

Agenda: Jean moved, Joy seconded, to approve agenda - passed.

Minutes: Jean moved, Paul seconded, to approve 2023 June 20 BoT meeting minutes - passed.

Reports: Full reports with meeting attachments provided for review prior to board meeting

Minister Report:

No Leadership Development for July due to BoT working more hours due to minister candidate work.
Next Leadership Development scheduled for Wednesday, 9 August via Zoom at 4:30 pm PST.

New job description for part-time Y&F position in hiatus until decision about minister candidate.

Quantum Living class start changed to Wednesday, 30 August via Zoom from 4 pm – 6 pm PST.

Next Sacred Listening Circle, in person only after Sunday service, still TBD.

Operations Report:

Community Bingo on Saturday, 29 July from 7 – 9 pm.

COVID Remembrance ceremony on Sunday, 6 August at 1 pm.

Reiki blessings and Reiki Circle started on Sundays.

Spirit Group Celebration after service on Sunday, 23 July.

Reviewed ongoing rentals; regular pre-school renter may adjust fee if necessary based on attendance.

Brian Brewer getting training to volunteer for AV Team; teen Jaden continues to volunteer.

Fire inspection scheduled for Wednesday, 19 July.

Bookstore broken window repair cost within deductible; scheduled for week of 17 July.

To meet Governance requirements for periodic audit, will give auditor referral name to Dorothy.

Treasurer Report:

With about \$24,000 in balance, slight improvement from last month.

Monthly expenses about \$27,000; tracking about \$3000 shortfall monthly.

Tithe recipients per Tithing Policy will be put on bulletin board.

Submitted non-religious grant applications will be reviewed and voted on by BoT.



Board of Trustees Meeting Minutes
Tuesday, 18 July 2023
via Zoom

Draft v2

Labyrinth non-religious grant application for \$4200: Jean moved, Paul seconded – passed;
Rev. Denese abstain.
Community Bingo non-religious grant application for \$275: Joy moved, Dorothy seconded – passed;
Rev. Denese abstain.
Joy moved, Sharon seconded to approve Financial Report - passed, Rev. Denese abstain.

Ministerial Recruitment:

Jean compiled community evaluation feedback and emailed to BoT to review before 20 July debrief meeting.
Paul reported Minister Search & Find Committee not receive any more applications so far.

Committees:

Jean appoint Tithing Committee; Dorothy moved, Joy seconded - passed.
Tithing Committee initially comprise of (minister) Rev. Denese, (office administrator) Monica and (treasurer) Dorothy; 4th member-in-good-standing to be selected by BoT at later date.
Jean appoint Fundraising Committee; Joy moved, Dorothy seconded - passed.
Paul report Landscape Committee continuing work on labyrinth area clearing; labyrinth designer come in August.
Jean report Governance Committee will have some revised policies for review to BoT sometime in August.

President's List:

Jean propose experiment to have Q&A right after Sunday service in sanctuary.
August Q&A change to Sunday, 13 August due to COVID Remembrance.
September Q&A change to Sunday, 10 September due to Labor Day holiday weekend.
BoT decided to change retreat from September to later in Fall.
Jean propose to consider having “forum for open discussion” rather than during BoT Meeting.
Jean revived Marketing Committee; Jean and Paul interested but need another person as Lead.

New Items:

Joy reported that Special or Closed Session BoT meeting minutes with confidential salary information will be stored in different Secretary binder in locked cabinet; Jean has key.

Regular Board Meeting adjourned at 6:47 pm PST.

Next Board Meeting changed to Tuesday, 22 August, via Zoom at 4:30 pm PST.

Submitted by: *Arlene Joy Christiansen*
Board Secretary