



Board of Trustees Meeting Minutes
Tuesday, 19 September 2023
via Zoom

Approved

Attendees:

Board of Trustees / BoT: Jean Polmateer, Shelley Lish, Dorothy Bosteder, Arlene Joy Christiansen, Paul Roof, Sharon Wolf, Rev. Denese Schellink, Rev. Charles Perry

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

Guests observing: Cathy Lane, Gwen Bundy, Linda Hillesheim

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

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

Minutes: Joy moved, Jean seconded, to approve 2023 August 22 BoT meeting minutes - passed.

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

Minister Report:

Rev. Denese gave her last BoT Report; left BoT meeting at 5:10 pm.

Confirmed her official last day as Transitional Consultant is Thursday, 21 September.

Rev. Denese and Rev. Charles will overlap a week for smooth transition.

New Spirituality and Practice class on Tuesdays, 24 October – 21 November.

New Quantum Living class in 2024 February.

Operations Report:

Monica gave her last Operations Report; hereafter Rev. Charles will report.

3 groups signed for Fall Spirit Groups.

Next Holy Soles Hike on Friday, 6 October with Brian Brewer as lead.

Coming up will be Reiki I and Reiki II classes.

Rentals steady with possible 2 new groups interested in youth wing.

Monica on vacation from September 24 – October 2; coverage for 2 Sunday services planned.

Paul moved, Joy seconded, for 2 new signs “No Trespassing” put up on premises.

Treasurer Report:

Holding our cash flow by very slim margin due to continued good expense management, financial benefit of vacant positions and YTD rental income better than expected.

Continue to draw down operating account balance to cover shortfall from tithes and fundraising.

Net Operating income YTD is -\$8,259; have about \$11,268 in operating account.

A targeted “community ask” of \$50,000 would provide a much-needed cash infusion.

Tithe Committee now add Rev. Charles with Rev. Denese’s departure; tithe recipients for August is musician Rickie and for September is musician Karen Drucker.

BoT decided hereafter usage of Financial Review instead of audit.

New Sr Minister Rev. Charles Perry, hire date 11 September 2023, to be added as signer for UoB checks.

Rev Charles clarified hereafter no need to vote approval of Treasurer Report.



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Ministerial Transition:

Rev. Charles invite Rev. John McClain to do his Installation Ceremony; date either Sunday, 22 October or Sunday, 12 November.

Committees:

FUNraising Committee has form for submission of ideas and suggestions.

Governance Committee submit revised Nomination Committee section from Policy Manual; Charles moved, Dorothy seconded, to approve and passed.

Nomination Committee to start meeting next month; Jean moved, Dorothy seconded, Sharon elected as BoT representative – passed.

Endowment Committee dissolved as no longer needed.

Paul report labyrinth progress going well after more clearing; designer gave couple of design choices.

President's List:

Stewardship to start next month October.

2024 Budget needs approval in BoT December meeting.

BoT Retreat Day 2 probably in UoB building possibly on Saturday, 18 November.

Regular Board Meeting adjourned at 6:30 pm PST.

Closed Board Meeting started 6:31 pm PST.

Decisions from closed meeting:

New Minister's manse approved; minutes will be attached to letter if required by IRS.

Joy moved, Jean seconded, to extend Music Coordinator contract another 6 months.

Closed Board Meeting adjourned at 6:58 pm PST.

Next Board Meeting on Tuesday, 17 October at 4:30 pm PST.

Submitted by: *Arlene Joy Christiansen*
Board Secretary