UUCNH Board Meeting Agenda
November 18, 2025 7:00 PM via Zoom

https://us02web.zoom.us/j/84400272598?pwd=X5r6aKMwFfPGbnJbV7obfnFtF1WBPn.1

7:00	**Call to Order – Jody**			
	Roll Call (Attendees)			
	Elected Members (Quorum= 4+)	**Ex Officio Members**		
	Jody Clark	Rev. Lee Anne Washington, Minister		
	Geoff Coleman	Lindsay Scott, Treasurer		
	Chuck Berry			
	Lynn Richards	**Guests**		
	Lisa Robl	Robyn Travers, Congregational Life Administrator		
	Marsha Pedone			
	Vacant			
7:02	Chalice Lighting -Lisa			
7:05	**Check-In – ALL –** What is your favorite Thankgiving food?			
7:10	**Review Right Relations Document and open questions for the board**	Lynn Richards, Joyce Kepner, Maggie Wilson		
7:15	Approval of Board Minutes from September 17th	**Motion**	**Second**	**Count**
7:20	**Finance Report 7:20-7:30**	Lindsay		
	Finance Report - Balance			
	Finance Report - Revenue			
	Investment Report			
7:40	**Liaison Report Review**	All		
7:45	**Minister's Report**	Rev. Lee Anne		
7:50	**Congregational Life Administrator Report**	Robyn Travers		
7:55	**New Business**			

		Item	Action/Update	Person Responsible	Resolution
1		Board and Staff Christmas gathering	Goal - gathering to celebrate the work of our board and staff Suggested dates/times - Saturday Dec 13th - brunch, lunch, dinner; Sunday 14th late lunch or dinner. Potluck, order in, eat out Recognize staff with gift card pending board approval (discuss at end of meeting) Staff = Rev. Lee Anne, Robyn, Lindsay, Jeremy, Nick, Hal, Lee		
2		Hosting virtual GA in June	Are we interested in offering to host the virtual GA for local UU's? As hosts we would need to set up chairs, tables, organize snacks and beverages, tech support the live stream, and so on. Given our limited participation in GA hosting could fall on a very small group.		
3		Agenda for Midyear meeting	Finance Capital Campaign Bylaws Celebration Garden Systemic Change (policy for gift$) Minister RE		
4		Review Inclement weather plan	10/21 Review and update plan...answer open questions at the bottom of the draft policy. Bring back to the October meeting.	All	Open
5		Board approval of Minister's housing allowance	Amount is not changing, will remain $2,000 per month	All	Open
			Motion to approve the Minister's Housing Allowance for 2026	**Second**	**Count**
		CAR's for Approval			
		Denominational Affairs Committee, revised CAR			
			Motion to approve the _____ Committee CAR	**Second**	**Count**
		Stewardship Committee			

			Motion to approve the _____ Committee CAR	**Second**	**Count**
		Policies for Approval			
		Bonfire Policy	11/12 OPEN 10/21 Question about some typos and B&G's role - Robyn and Jody 10/1 Robyn updated the policy. Jody provided safety committee feedback which Robyn included in the update.	Robyn	Open
			Motion to approve the revised Bonfire Policy	**Second**	**Count**
		Alcohol Policy	11/10 Here is the revised Alcohol Policy. I made the following changes: deleted the prior policy; removed the bullet prohibiting alcohol at church-sponsored events including children; and removed church-sponsored events such that LCB endorsement and special insurance requirements only apply to private events.	Lisa	Open
			Motion to approve the revised Alcohol Policy	**Second**	**Count**
		Minister's Discretionary Fund	11/18 OPEN 10/21 Rev Lee Anne will revise to notify treasurer of disbursements with the two of them maintaining confidentiality and return for approval. 9/25 Revised by Rev. Lee Anne	Rev. Lee Anne	Open
			Motion to approve the revised Minister's Discretionary Fund Policy	**Second**	**Count**
		Other New Business			
8:00		**Old Business**			
		Item	**Action/Update**	**Person Responsible**	**Resolution**

1		Website Redesign - 10 min	10/21 update from Joyce Kepner As a quick summary... Dennis took a look at the website and corrected some of the issues identified. He noted there is a need for website cleanup. There are a lot of files that should be removed. For now, Dennis is the person that Robyn can direct questions to. We recognize the need to support Robyn as we determine how to move forward with the website. My task to be completed tonight is 1. compile our current list of website requirements as discussed in our last two meetings. 2. compile a list of current website issues 3. send an email requesting a meeting focused on website requirements. The purpose of this meeting is to clarify the requirements so we minimize the amount of rework needed as we decide on our path forward. All files will be stored in the Workspace shared drive. It is also recognized that we need to move forward quickly. 9/17. Robyn reviewed 4 proposals for our Website Redesign. Board to review documents in more details, prepare any questions for Robyn. The goal is to vote on a decision at the October meeting.	Robyn	Open
2		Replacement for Scott	11/8. LDT is creating a list of possible replacements and will engage Rev. Lee Anne in the possible replacements.		Open
3		Policy Review Process	10/21 How is it going? 8/19 Update complete, ready to send out in September 7/15 Jody will review the policy list and add the committee that is responsible for the policy. The Liaison for the Committee/Team will send out a request for a policy review and update in September. 6/17/25 Robyn will review the Electronic Lock Code Policy and make suggestions for revision, if needed. 6/17/25 Jody will recommend a process for reviewing the Board Policy Manual and Other Policies, possibly on a rotating schedule.	Jody	Open

4		Policy documents - word version	9/17 Robyn put all of the word versions of the policies she could find in this folder.	All	Open
5		CAR review	10/21 How is it going? 8/19 Update complete, ready to send out in September 07/15/25 Liaison for each Committee will send out a request to review and update the CAR documents in September. Board should only approve the committee CARS. Team CARS do not need to be approved but should be reviewed by minister. Connections and covenantal relations need TLC and reboots. We will divide CAR docs between Teams and committees and send them out to the congregations for them to review. Liaison for the Committee/Team will send out a request for an update in September.	Jody	Open
6		Allocation of funds Summary View of Funds Sources link	10/21 Decision on how to handle extra RE items (goal #3) up to $4,750. Suggestion - track expenses over budget not to exceed $4,750 per the goal. At the end of the year, if there are operating funds left in other budgets this cost will be absorbed in the current budget...if there are no operating funds to cover the extra RE expenses consider using the gift $ for this year only (next year all RE expenses will be included in the operating budget)		Open

7		Feedback from Connie Hester re: remote participation in annual and midyear meeting	10/21 Suggest closing as this is not a key initiative for this year. 9/28 Hold for decision on zoom vs google meet then if someone is willing to lead the research and implementation continue to explore and possibly implement. 8/19. After Board discussion we will assess if Google Meet has a method to allow for secure voting (Jody). If there is an easy answer we may want to proceed with this option. If Google meet is not an option check with the Tech team to see if they have ideas. 8/12 Actions: 1. Evaluate if we want to open up the option for remote voting - this would decrease meeting participation and live discussion 2. Validate change needed to bylaws to allow remote voting, the new draft of the bylaws will allow for the implementation of remote meetings and voting but does not mandate the practice 3. If this is a top initiative (goal) find a team to research a process, voting software etc.	Jody	Hold
8		Caring Community Team	10/21 Suggest closing due to no activity. There have been no recent updates regarding team recruitment, sub-team status with Lay Pastoral Care Team, and CAR document revision. This agenda item will be placed on hold.		Hold
9		Social Justice CD	11/8 Systemic Change is working on a policy draft based on feedback from Ardith. 9/29 Robyn located the letter from Ardith. Jody spoke with Carol Ballance, who by pure luck, was on a retreat with Ardith. Carol will get more detail on Ardith's wishes for use of the CD, and this will be used to craft a policy with Systemic Change as the lead in policy development. 8/19. Work with Lindsay to locate the policy	Robyn	Hold
10		Discussion on applying for 501(c)(3)	9/17 Hold for legal review. Tax Guide for Churches and Religious Organizations- all to review Review this during the board retreat...if it is one of our top goals to pursue.	All	Hold

11		Discussion on update of Facilities Use Terms and Conditions	9/29 Rewrite underway, will see if anyone signs up for facilities use team at committee fair for final draft 8/19. Lisa Robl is working on a document update. 7/15 The facilities rental policy should consider some of the following: flexibility in pricing so discounts can be given to attract rentals cost for hiring someone to lock/unlock the facility discount for recurring rentals way to confirm if a member is willing to host a recurring event (and what to do when they are not available) possible free trial for a reoccurring event special incentive for large group events (and the exposure this would give the church)	Jody, Lisa, Robyn	Open
12		Move from Zoom to Google Meet - 5 min	9/17 A brief discussion was held on possible movement from Zoom to Google Meet. We currently pay for 3 Zoom accounts while Google Meet would be free (2 accounts are a total of $479 paid out of office budget, 1 minister account at $200 in minister budget) The next step is for Robyn and the Tech Support Committee to work on a pros/cons document. Our zoom accounts are paid up through February.	Robyn	Hold
13		Hospitality Team	9/17 recruit for Hospitality Team at the November 9th Committee Fair		Hold
14		Bylaws Revision	8/17 Chuck is checking with his son on a possible attorney. The Bylaws Task Force is planning a meeting 9/11 to begin working on their list of questions. 7/15 The Board discussed the recommendation of the Bylaws Task Force that an attorney be retained to review the bylaws and other organizational issues.	Jody	Hold
15		Congregational Survey	9/28. Jody reached out to Personnel Team for their survey developed, but not executed, back in 2022. Anne Moore has volunteered to assist.	Geoff/Chuck	Hold
	8:40	Calendar Review			
		September			
		Plan for Minister and Congregational evaluation - consider every other year	No update in September		

		October			
		Review Inclement weather plan	Review and update plan...answer open questions at the bottom		
		November			
		Inclement weather plan in intercom			
		Cluster Meeting	Completed		
		Leadership Council Committee Fair	Completed		
		Leadership Council	Completed		
		Work with LDT on date in Jan/Feb for Board/LDT information session	In progress		
		Board approval of Minister's housing allowance (currently on "evergreen" renewal)	Amount is not changing, will remain $2,000 per month		
		Agenda, midyear cont	In progress		
		Intercom report on Board	Maybe post cluster		
		Board and Staff Christmas Party plan	New business item		
		Annual review of members for activity, financial contributions (Robyn)	January		
		Other Business			
		Executive Session to discuss Christmas gifts for staff. Staff = Rev. Lee Anne, Robyn, Lindsay, Jeremy, Nick, Hal, Lee	All		
	8:45	**Review of Action Items**			
		Item	**Action**	**Person Responsible**	
1					
2					
3					
4					
		Check Out – All- 8:50 PM			
		Next Board Meeting	Tuesday, November 18th		
		Chalice Reader next month	Marsha		
		Chalice Extinguishment			
		Meeting Adjourned at 8: PM			