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Cascade Unitarian Universalist Fellowship

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Minutes of CUUF Board of Trustees (BOT) Meeting September 19, 2024

Members Present: Rita Salama, Julie McAllister, Larry Tobiska, Jerry Baillie, Rev. Thomas Perchlik, Heather Coonrod,

Members Absent: Linda Herrington

Quorum established.

Meeting Called To Order 6:35 PM

Consent Agenda:

Approve all items except the Financial Report. Moved by Larry Tobiska, seconded by Jerry Baillie, motion passed.

Financial Report discussion led by Larry Tobiska:

The Treasurer has been working to improve the accuracy of the Balance Sheet.

Two problems:

1. The Balance Sheet contains a "Money Market" account that has not existed for some years. The Treasurer has asked our bookkeeper to delete that account and reduce the general fund by the same amount. (\$237.94)
2. The checking account contains money not deposited with D.A. Davidson and Co. This should include the Emergency Assistance Fund, the Packing Friendship Fund, the Food and Essentials Pantry Fund, and the General Fund, all of which add up to \$4177.90 less than the checking account. We are trying to see to which fund that additional cash should relate. Our bookkeeper is studying the question.

Motion was made to accept the Financial Report by Don Flick and seconded by Jerry Baillie.

The BOT asked the Finance Committee to advance the submission of their draft Budget to the BOT into February from its customary submission in the third week of March. The later submission date pushed the stewardship drive celebration into the period of high school and college graduation time, which reduced attendance at the dinner.

For the Finance Committee to set budget goals for the next fiscal year in this new timeframe, they will need to move informational gathering from committees into the October timeframe.

The BOT is working to define its goals for the coming year. The following goals were agreed upon at the August BOT retreat:

Board Goals 2024-2025 – draft 1 8/24/24

Goal Team to Work on It

1. Identify a new facility/location/building for the Fellowship Jerry & Rev. Thomas.
2. Increase diversity in the congregation and its outreach. DEI Goal. Create/support programs and actions to accomplish this. (age, culture, spiritual background) Heather, Larry, Julie
3. Create/support programs/activities that encourage/attract/ meet the needs of younger people and families. Rita & Linda

The BOT will continue to discuss and refine these goals.

In addition, it is desired to create an agreed-upon set of priorities for CUUF to focus on in the coming year. Julie McAllister will email the BOT members seeking their input on such priorities. Once consensus is achieved, the objective is to reach out and involve the Fellowship in this discussion.

Rita suggested that committees be asked to determine how they would spend \$5000 if that amount became available to them. The goal is to promote some creative thinking in this regard.

Installation Service for Rev. Thomas report led by Rita Salama:

October 20th has been selected as it will permit attendance by Rev. Thomas's special guests. Because this is a Sunday and, therefore, the second service of the day, Thomas would like to "bring it down a notch." Therefore, he will not deliver a sermon as part of the Installation Service. Work continues to build out the rest of the required details. With the date determined, the balance of the remaining actions should come together quickly.

Update on the venture with FUMC:

FUMC has received the proposal sent to it by the New Building team, and a response has been promised. On the subject of adequate storage space for CUUF's needs, it was observed that there is very substantial storage space behind the altar that may fit CUUF's needs.

Proposal for Concert on October 24th:

The remaining questions have been resolved, principally that there is no financial exposure to CUUF. Larry reported that regulations regarding non-profits require that CUUF receive 51% of any excess proceeds shared out. Heather made a motion to approve the concert, which was seconded by Larry and approved.

CUUF Auction:

The Auction Date is set for a November 9 opening, with an opening night party planned. Discussions were held on where the proceeds from the auction should go. It was decided that any proceeds over \$10,000 would be shared equally between food security programs and the new building fund. Moved by Don, seconded by Jerry, and

approved.

Additional authorized check signers are needed:

CUUF currently has three, and one more is required. Heather will serve as the additional signer, and Larry will make necessary paperwork arrangements with the bank.

It was observed that the “Past Presidents Name Plaque” was out of date and out of nameplate spaces. Don made a motion to obtain an additional plaque and bring it up to date with the necessary nameplates, which was seconded by Heather and approved. Jerry volunteered to make this happen.

Gratitude

Thank you notes for notable contributions of service to CUUF were designated as follows:

- Petra for her work in producing updated BOT notebooks and numerous initiatives on CUUF computer systems.
- Emily Siroky, for her work managing and promoting Circle Suppers.
- Chris Rader for her work with the Building & Grounds Committee, Greeters program, music, and other contributions.
- Leroy Farmer developed the newcomer program, membership list development, and highway clean-up program.
- Natalie Severson for her work in childcare (suggested it be mailed to her at college).

Board Covenant discussion was postponed until Linda Herrington is present.

“Open” BOT meeting discussion following discussion from After Service with the Board: Feedback was received that having the Executive Committee act as a portal for proposals to be presented at the BOT meetings is a barrier to members seeking access to the BOT.

After a significant discussion about the various factors to be balanced, it was agreed that members seeking to present a proposal to the BOT would approach the President, who would place the item and the time allotted to the BOT meeting agenda.

Children’s RE position:

Thomas indicated that another team member is needed to fill this position. Heather agreed to fill this need. There was discussion about the salary associated with the position (Washington State minimum wage—currently \$16.28/hour), with a three-month probation period followed by a 5% raise.

Other news:

Heather reported on the September “campout” at Squilchuck State Park. She commented that it “seemed every CUUF member under 50 was in attendance.” As this first edition of the event was to serve as a trial to assess participation/support, Julie agreed to speak with Lauri Riegert, who first presented this event to the BO, to see about making it an “official” CUUF annual event.

Employee Retirement Program:

BOT needs to review and approve the UUA retirement program. Laura Mrachek is CUUF HR manager. Julie will connect with Laura for recommendations on how to proceed in addressing specific UUA questions.

Contingency fund discussion:

This will be on the October meeting agenda. Julie checked with UUA to find out what level of contingency reserves are typical for UUA fellowships and was told 3-6 months of cash needs. CUUF currently has a one-year contingency fund goal.

Board Update for newsletter this month: Don will prepare.

Following meeting opening/closing words: Larry Tobiska

The meeting was adjourned at 7:45 PM.

Board Minutes provided by Don Flick.