

Attending: Beth Cliff, Stapley Emberling, Deb Garskof, Luke Garvey, Steve Grathwohl, Andy Gundell, Brain Lasher (by Zoom), Wendy Levy, Ravi Sankar, and Rev. John Morehouse (ex-officio)

Absent: None

Guests: None

Agenda/Topic	Discussion	Motions & Votes (M/S/V); Actions
Opening	Luke Garvey called the meeting to order at 7:05 pm.	
Check-In & Opening Reading	Meeting attendees checked in. W Levy read readings from the Hazelden/Betty Ford Center's "Everyday Reflections"	
Consent Agenda	Approval of April 9-28-22 BOT Mtg Minutes; Discussion over whether to redesignate HR Committee to HR Task Force; Agreed to retain as "HR Committee."	M/S/V: To approve the September 28, 2022, meeting Minutes, with corrections, as discussed. Approved. Consent Agenda: Passed.
Sr. Minister's Report	Rev. Morehouse requested the Board's advice regarding next step in the Capital Campaign Renovation Fund (est. remaining funds \$638,000); Goody Clancy is awaiting instruction; the 3 options: 1) sanctuary upgrades (floor, chancel rebuild, possible running of electrical toughs in floor, possible coils for future A/C), ADA-compliant ramp; 2) restroom renovations to address gender acceptance and sensitivity; 3) non-emergency safety-related renovations, including new rails for stairs on side embankment. The Board agreed with Rev Morehouse that the improvements to the sanctuary and chancel area would be the next priority for renovation, pending approval of estimates.	M/S/V: To approve Rev. Morehouse obtaining an estimate for the sanctuary improvements, both with and without A/C coils. Approved. Rev. Morehouse will discuss with Goody Clancy and obtain an estimate.
Barry Finkelstein Proposal/ Stewardship For Us	S Grathwohl reported that Rev Morehouse has signed the contract; substance involves a financial stability-planning process, strategic and resource planning; will involve multiple scenarios. Sustainability team who will shepherd the process with B Finkelstein will have 5-7 people (currently, members are S Grathwohl, E Rockman-Blake, M Corcoran, Rev Morehouse); anticipate 4 stages: Kickoff; Analysis and Planning; Engagement; and Implementation. Expected timeframe is 3 months to develop, estimated cost is \$7,500-\$10,000 depending on travel expenses for consultants, etc. The Board approved the higher estimate that now includes travel costs for the consultants. If the consultants give a presentation to the Congregation, it was decided that an in-person encounter would be more effective. Some portion of the cost will be	A motion was made by e-mail on 10/8/22 to empower Rev John to sign the revised Agreement dated September 28, 2022, between TUCW and Finkelstein Consulting. M/S/V (on 10/8/22) Passed: To empower Rev John to sign on behalf of TUCW for consulting services on financial and resource planning, as outlined in this Agreement, for the estimated costs to TUCW of between \$5,000 to \$7,500, which the Endowment has agreed to pay. The Sustainability Team will meet this week by Zoom for their kick-off meeting with Stewardship For Us

	<p>covered by the Endowment. The consultant group will be referred to as “Stewardship For Us” going forward.</p>	
<p>Treasurer’s Report</p>	<p>The Treasurer’s Report was given by S Grathwohl. See his September 2022 Report for details. No big change from last month’s report; our pledge dollars are slightly less than budgeted but the total income is roughly \$15,000 more than budgeted; regarding Capital Campaign funds, we’ve spent \$1.3 million and have \$638,000 left; \$140,000 is still outstanding from uncollected pledges. Rev. Morehouse will discuss with Capital Campaign team; S. Grathwohl is pursuing an estimated \$35,000-\$40,000 payroll tax refund for the Congregation. This would be the second time our Treasurer has found significant money for our Congregation by diligently searching out government relief programs and tax breaks meant to benefit eligible non-profit organizations such as TUCW. (The first being the 2020 Paycheck Protection Program Loan of approx. \$112,900 that S. Grathwohl discovered for TUCW and followed through to prove that TUCW had met the requirements to have the loan forgiven as we had hoped it would be.) Referring to the current tax credit refunds, which S Grathwohl realized TUCW was eligible for, he suggests that this be a reminder “so that future Boards will know that they should turn over every rock they can find, because there might be a few nuggets hidden there.”</p>	<p>Rev. Morehouse will discuss uncollected pledges with the Capital Campaign team.</p> <p>NOTE: On 10/26/22, Sue O’Meara confirmed by e-mail that, following S Grathwohl’s recommendation, TUCW applied for and is expected to receive a tax credit refund totaling \$78,482. The break-down is as follows:</p> <p>Quarter 4 of 2020, tax credit in the amount of \$32,849. Quarter 1 of 2021, tax credit in the amount of \$45,633.</p>
<p>Information Reports</p>	<ol style="list-style-type: none"> 1. Healing & Resilience Committee (HRC) Update. L. Garvey reported that the group has had/continues discussions with the following groups to lead the process: UUA, Mennonites, and Appreciative Inquiry. The HRC will bring its recommendation to the Board by the end of October. 2. Tech Team. A Gundell reported vast improvement in sound quality; an order has been placed for video equipment, including video monitors that will be placed in the lobby; proposal(s) regarding monitors in the sanctuary will need to be brought to the Congregation. 3. E-mail still presents a problem in terms of some people on TUCW’s group e-mail lists (such as the Board, the COM, the Naming Committee) are not receiving the original messages that are sent out and only see the original message when it is later included in someone else’s REPLY 	<p>L Garvey is looking into external options for e-mail fix.</p>

	<p>ALL response. L Garvey is looking into external options. Board members are encouraged to enter the addresses for each member individually and not rely on the “Board TUCW” group address.</p> <p>4. Vacancy on the COM. S Emberling will continue to work with J McPartland to find a viable candidate to fill the vacancy on the COM.</p> <p>5. Monitoring. S Grathwohl reported we will seek input on the new priority end. Suggests a meeting with COM and Endowment to bring them into the monitoring process. S Grathwohl and L Garvey will discuss the monitoring issue together separately.</p> <p>6. Linkages. W Levy & B Cliff report that trustees are signing up for Sunday morning duties and Rev Morehouse thinks this Linkage initiative for Board members to increase visibility to the Congregation is going well. These duties include greeting, making announcements, and standing beside Rev Morehouse in the “receiving line” after the Service. Some congregants have complained that having announcements mid-Service is disruptive; decision made to have announcements at the start of the Service and to reduce the length of the announcements. B Cliff will continue her ongoing work on improving communications with Congregation and will report back to the Board at the November meeting, in her capacity as volunteer staff overseeing communications.</p> <p>7. Policy Manual Review. S Emberling reported she is working on the project; reminded group of upcoming Zoom mtg with K Vogel re: Policy-Based Governance; presentation of PBG overview to Congregation shelved for now.</p> <p>8. Naming Committee Update. B Cliff reported the Committee would like the process to continue as planned, despite some differences aired at the Town Hall meeting on October 16, and the Board agreed. S Emberling moved to have K Vogel serve as parliamentarian for the December 11 Congregational Meeting: Approved. We need a date for the second Town Hall Meeting: B Cliff and Rev Morehouse will report back.</p>	<p>S Grathwohl and L Garvey will discuss separately.</p> <p>B Cliff will discuss with staff how to streamline announcements and improve how we communicate with congregation and will report back to the Board.</p> <p>Starting tomorrow (10/19/22), so as not to interrupt the flow of the Sunday Services, the Announcements from the Trustees will be made at the beginning of the Service, instead of before the Collection, and be limited to 3 brief announcements.</p> <p>M/S/V: To approve K Vogel to serve as Parliamentarian for the December 11, 2022, Congregational Meeting. Approved.</p> <p>B Cliff and Rev Morehouse will report back on available dates for the second Congregational meeting.</p>
<p>TUCW Constitution</p>	<p>S Emberling, after discussion with Governance Committee, recommends we include a proposal to amend the Constitution to include an update to allow hybrid voting for the Annual Meeting. It was decided that it is not</p>	<p>The Board will discuss at a later time whether to propose an amendment at the Annual Mtg to update our voting policies.</p>

	necessary to call for a vote on such a change to the Constitution now because, since COVID, we have already been voting electronically and “present” includes a virtual presence.	
Administrative Matters	BOT Meeting Process: Our Board meetings are consistently running as much as an hour long. Options and solutions were discussed, and a decision was made to keep our single monthly mtg but to make a strong effort to use time more efficiently and to stick to the agenda. It was decided that we will have a hard stop to future Board meetings by 9:15 pm and empower the evening’s Process Observer to interrupt discussion to move the meeting forward when needed. We will revisit this issue as necessary.	
HR Committee Report	D Garskof will serve as liaison from the Board to the HR Committee; she will report back after she meets with the committee.	D Garskof will report back at next meeting.
Executive Session	Executive Session called, Board-only discussion	
Check-Out and Assignments	S Grathwohl will meet with the Monitoring Committee and L Garvey re: possible involvement with COM and Endowment in monitoring; L Garvey will meet with S Grathwohl as above and will look into the problem that not all Board members consistently receive e-mails sent to the group e-mail address; B Cliff will report back on dates for second Congregational meeting for Name Change; D Garskof will meet with Monitoring Committee and will report back after the meeting with HR Committee. S Emberling will review the Policy Manual and will suggest dates for BOT social dinner.	
Process Observer	B Cliff reported we ran late but discussions were substantive and respectful.	
Closing Reflection	A Gundell read a poem by ee cummings from “Natural Selections: A Collection of Poetry Selected and Read by Frank A. Hall.”	
Adjournment	The meeting was adjourned at 9:30 pm.	
	Next Board Meeting: Tuesday, November 15, 2022	

Respectfully submitted for October 18, 2022,
Deborah Garskof, Assistant Secretary and
Stapley Emberling, Secretary for the Board of Trustees