

AGENDA FOR UU Westport Board Meeting, Tuesday May 26, 2026 7 PM
[subject to change]

Agenda Topic	Facilitator	Description	Notes/Action/Accountability
Housekeeping: Getting Started. 7-7:15			
Ingathering/Check in	Beth	Call to Order/Review of Observer Guidelines	All will contribute to set up, break down and clean up
Reflection/Chalice	Beth		
Check-In	All	A minute or so apiece: Anything to share that gives us a sense of how you'll show up today?	
Minutes & Motions	Sari	Minutes of April 28 Board meeting	Motion to approve.
Sharing and Welcoming 7:15-7:45 (guest dependent)			
Open Sharing (5-10)	Guests	5 minutes allotted for any public remarks.	Listen, ask questions, consider for the future
New Board Introductions (10-20)	Alison, Ben, Elena	Quick sharing: Why now? Where to contribute?	Listen
Updates/Reviews of Current Matters 7:45-8:30			
Financial Review and Budget (10-15)	Jon	Review final months of '25-26, prepare for congregational discussions about the budget	Agree on schedule for congregational dialogue
Misc Updates: Website, Ops Council, Treadwell Team (10-15)	Beth Cliff/Ben Chan/Sharon Poole (if req'd)	Quick update of ongoing work in these three areas. Read in of Treadwell docs.	
Minister Search (5-10)	Beth, Sari	Continue discussion as needed for summer/early fall	
Annual Meeting Review	Beth, Sari	Ensure alignment against agenda	Assign roles
Next Year Implications (8:30-8:55)			
Lessons Learned/Future Hopes (15-20)	Beth Cliff/Ravi Sankar	Share thoughts about next year and Board work for reflection	

Shutting Down (8:55-9:05)			
Process Observer (5)	ZZZ	How did we do as a Board tonight? -Did people feel comfortable/safe/respected/part of the team? -Everyone heard when wanted to? -Go into depth where needed? -Folks “net it out” where needed? -Be disciplined about motions to help us clarify our thinking and ready to make good decisions? - Honor our time allotments/commitments? -Build off each other’s thoughts constructively? -Disagree, agreeably?	
Closing Reading (5)	Ravi		

We extend a warm welcome to all who are observing this meeting. As you may know, we always have a tight agenda with lots to cover. We’re sorry we do not have the time to entertain questions or comments from the observers during the meeting itself but would be happy to discuss the issues with you at another time. Thanks for your understanding. Please also be aware we may need to go into Executive Session, which is used when we discuss topics that concern sensitive issues regarding staff, staff salary, or confidential matters pertaining to an individual congregant. Whenever possible, we will label what kind of issue we will be discussing. We welcome hearing from you and other fellow congregants via conversation, phone, or email on any topic that is of interest to you. If you would like to send an email, please send it to board@uuwestport.org. One of our Board members will acknowledge receipt within 2 days, and one of us will respond back in a more comprehensive manner within two weeks. Thank you!