

Called to Order: 4:03 p.m. by President Betsy Rush.

Board Attendees: Trustees (Position): Tom Mosher (1), Doug Deaton (2), Dick Burkhart (3), Lilia Riordan-Rogers (4)
Quorum Present Luba Johnston (5), Catherine Trestrail (6), and Betsy Rush (7)
Minister/Chief Executive: Todd Eklof (ex-officio). Recording Secretary: Marilyn Johnson.

Agenda: Approved with deletion of Endowment Team Update and addition of BoT-proposed ByLaw Amendment regarding Public Relations.

Minutes: Minutes of the March 2024 Board of Trustees (BoT) meeting approved as presented.

Minister's Report: T Eklof announced he is in preliminary discussion with the author of "Combatting Cult Mind Control" and "The Cult of Trump" Steven Hassan, PhD to possibly be the NAUA Yearly Summit Keynote speaker.

President's Report: B Rush reported the following:

- Annual Congregation Meeting, June 9th: The BoT runs this meeting and is beginning preparations:
 - Positions: Gordon Diddens agreed to be Moderator. We also need vote tellers, quorum monitors, electronic set-up/operators, etc.
 - Proposed ByLaw Amendments: Deadline for submittal to the BoT is April 28th. Then, the BoT reviews submittals for consistency.
 - Reports & Agenda: Rebecca is working on several reports and a standard meeting agenda.
 - Added BoT Meeting: A BoT meeting was scheduled for May 8th 4-5 p.m. to help prepare, e.g., review amendment submissions, set agenda, etc.
- Generosity Campaign: Pledges are at \$190,000 with 71 pledging units (out of about 160 units). The week after the campaign we will first reach out to those who regularly pledge but have not yet and then possibly contact others. If the goal is still not met, a second Budget Summit may be needed.
- UUA Annual Meeting Delegation: D Burkhart could be a UUCS delegate if he isn't one for Saltwater UUC. He encouraged anyone interested in running for a UUA Board position to contact him.

Email Policy for BoT: B Rush moved and D Deaton seconded that the Board of Trustees add the proposed email policy, in Attachment A, to the BoT Policies and Procedures (P&P) Document. Following a short discussion resulting in deleting of the first sentence of Purpose and the first sentence under Compliance and Enforcement, the motion passed with 5 votes to approve, 0 votes to not approve, and 2 abstentions.

T Mosher volunteered to format this change into the P&P document under section 3.3 BOARD MEMBERS' CODE OF CONDUCT and submit it to Rebecca.

Treasurer's Report: None.

Operations Team Report: None.

BoT-ByLaw Amendment Proposals for Annual Congregation Meeting:

- A. Memorial Garden: B Rush moved and T Mosher seconded that the UUCS Board of Trustees present the following proposed Bylaw amendment to the membership at the 2024 Annual Meeting as Article 1, Section 8 and renumber what follows:

Section 8. UUCS shall establish and maintain, in perpetuity, a Memorial Garden.

The motion carrier without objection.

- B. Seven Principles: T Mosher moved and D Burkhardt seconded that the UUCS Board of Trustees present the following proposed Bylaw amendment to the membership at the 2024 Annual Meeting as Article 1, Section 3 and renumber what follows:

Section 3. UUCS affirms and promotes the following as guiding principles:

- a. the inherent worth and dignity of every person;
- b. justice, equality and compassion in human relations;
- c. acceptance of one another and encouragement to spiritual growth;
- d. a free and responsible search for truth and meaning;
- e. the right of conscience and the use of the democratic process in our Church and in society at large;
- f. the goal of world community with peace, liberty and justice for all; and
- g. respect for the interdependent web or existence of which we are all a part.

The motion passed with 6 votes to approve, 0 votes to not approve, and 1 abstention.

- C. Public Relations: T Mosher moved and D Burkhardt seconded that the UUCS Board of Trustees present the following Bylaw amendment to the membership at the 2024 Annual Meeting, deleting the existing Article IX, Section 1 and replace it as follows:

Section 1. No UUCS Member, team or group may issue written, electronic and/or virtual statement(s) or media release(s) using the terms "Unitarian Universalist Church of Spokane," "UUCS," "Unitarian Universalist Association" or "UUA" which implicitly states or implies representation(s) of either the entire UUCS Membership or UUA unless either organization has approved such statement or media release(s).

The motion passed with 6 votes to approve, 0 votes to not approve, and 1 abstention.

BoT P&P Additions:

- A. T Mosher moved and D Deaton seconded that the Policies and Procedures include new item 3.1.e., which shall be:
- e. Ensure in a timely manner, easy and prominent access by UUCS Members to such meetings as are so recorded.

The motion failed unanimously.

- B. T Mosher moved and D Deaton seconded that the Policies and Procedures, 3.3.f., be amended to read as follows:

f. A Trustee shall not make any effort to influence the Operations Team/Manager and/or staff in pursuit of its/their duties/responsibilities.

The motion passed unanimously.

- C. T Mosher moved and B Rush seconded that the Policies and Procedures include new item 3.3.g., which shall be:

g. The Board's Executive Committee or any three Trustees, including the President, may be assigned specific duties/responsibilities; but, shall not act on behalf of the Board unless pre-authorized by a majority of the Board present and voting.

The motion failed unanimously.

D. T Mosher moved and D Deaton seconded that the Policies and Procedures include new item 2.12., which shall be:

2.12 PUBLICATIONS: The Operations Team shall not reject any event notification - published, virtual or electronic - that includes (1) a contact who is a UUCS Member in Good Standing as set forth in the UUCS Bylaws, as verified by the Operations Manager, and (2) a location and/or instruction to contact the listed UUCS Member regarding location; further that the location shall not be cause for rejecting the notice; and furthermore that the notice shall contain information that INUUC (Inland Northwest Unitarian Universalist Community) may also be publishing a similar notice, if such is known to be the case - that is, that members of both Congregations may be in attendance.

The motion failed with 1 vote (T Mosher) to approve, 4 votes to not approve, and 2 abstentions.

>> Since meeting time ran out, the BoT approved a motion without objection to continue for ten more minutes. <<

- Unfinished Business:**
- A. Consensus of the BoT was to urge the 2024-2025 BoT to work on producing a Five-Year UUCS Strategic Plan.
 - B. Vacant BoT positions (Moderator)
 - C. An Endowment Team update

- Other Business:**
- A. Volunteer for Agenda Setting: L Johnston
 - B. May BoT Meeting Dates: May 8th and 22nd

Adjourned: 5:46 p.m.

Next BoT Exec Committee Meeting: May 15, 2024 4:00 p.m. (L Johnston floating Trustee)

Next BoT Meeting: May 8, 2024 4:00-5:00 p.m.
May 22, 2024 4:00-5:30 p.m.

Attachments: A. UUCS Board of Trustees Email Use Policy

Submitted by Marilyn Johnson, Recording Secretary, based on meeting video.

Unitarian Universalist Church Board of Trustees Email Use Policy

Purpose:

~~This Email Use Policy is designed to ensure compliance with the bylaws of our church, which stipulate that all Board business must be conducted during regularly scheduled and announced meetings.~~ The purpose of this policy is to clarify the appropriate use of email among Board members to foster transparency, maintain proper records, and uphold the integrity of our decision-making processes.

Scope:

This policy applies to all members of the Unitarian Universalist Church Board of Trustees.

Policy Guidelines:

1. Prohibition of Deliberation via Email:

- Board members must not use email, or any other form of electronic communication, to discuss, deliberate, or make decisions on matters that are, or will be, under consideration at formal Board meetings.
- Emails should not be used to solicit the opinions of other Board members on church business outside of scheduled meetings.

2. Permissible Uses of Email:

- To schedule, organize, and remind members about upcoming official meetings and agendas.
- To distribute church-related information and documentation necessary for upcoming Board meetings.
- To facilitate non-substantive logistical planning or clarification (e.g., meeting times, locations, or agenda distribution).

3. Emails as Part of Official Records:

- All emails pertaining to Board matters, even those for scheduling and logistics, will be considered part of the official record and may be subject to review for compliance with church bylaws.

4. Clarification on Personal Opinions:

- Board members may share personal updates or general information related to church life or their individual participation in church activities in a personal capacity via email. However, such communications must clearly be marked as personal opinions and not represent or imply Board decisions or perspectives.
- Any personal electronic communications must adhere to the spirit of this policy and not breach the prohibition on discussion of Board business.

5. Confidentiality and Privacy:

- Board members should exercise caution and discretion when sending emails, ensuring that sensitive information is protected and that privacy is maintained.
- Use of email to share confidential information is discouraged; if necessary, such information should only be transmitted securely and with clear labeling as confidential.

6. Compliance and Enforcement:

- ~~○ Violations of this email policy may result in disciplinary actions as defined in the Board's governance documents or bylaws.~~
- Board members are encouraged to report any use of email they believe to be in violation of this policy to the Board Chair or designated compliance officer.

Review and Amendment:

This policy will be reviewed annually by the Board of Trustees, and may be amended to adapt to new circumstances and to better meet the needs of the Board and the church community.