

**Called to Order:** 4:05 p.m. by President Tom Mosher.

**Board Attendees:** Trustees (Position): Tom Mosher (1), Dick Burkhardt (3),  
*Quorum Present* Luba Johnston (5), Cindy Fine (6), and Justin Bell (7).  
Minister: Todd Eklof (ex-officio).  
Guest Contributor: Lynn Jinishian  
Absent: Doug Deaton (2) and Marilyn Johnson (Recording Secretary)

**Agenda:** Approved with addition of the President's and Treasurer's Reports.

**Minutes:** Minutes of the July 2024 Board of Trustees (BoT) meeting were approved as presented.

**Minister's Report:** T Eklof reported the following:

- 1) T Eklof requested BoT advice and consent approval of appointing Bob Bernstein to the Shared Ministry Team. The BoT approved without objection.
- 2) T Eklof reviewed the primary/standing (non-elected) teams and members.
  - a. Shared Ministry Team job is to keep tabs on the pulse of the congregation. It is to have at least four members including the Minister. Members are appointed by Minister with advice and consent of the BoT.
  - b. Operations Team job is to oversee daily operations of the church. It consists of the Minister, Operations Manager and two to four members for two-year terms appointed by the BoT. Current members include Robert Jinishian, Julianne Morse, Don Willingham-
  - c. Personnel Team job is to handle staffing issues. It has at least two members appointed by the Minister and approved by the BoT. Current members include Robert Jinishian and Betsy Rush.
  - d. Finance Team job is to oversee church finances. It is the Treasurer and at least two members appointed by the BoT. T Eklof will clarify in next meeting if the team is currently active and who the members might be. D Burkhardt suggested the Finance Team be active throughout the year and have one member focus on pledges/donations and the other member focus on fundraising.

**President's Report:** T Mosher reported the following:

- 1) T Mosher moved the following to adopt the UUA Retirement Plan, which the UUCS BoT approved without objection with the adoption date of August 28, 2024  
Whereas the Unitarian Universalist Church of Spokane is committed to assisting all of its employees 18 years and older prepare for their retirement years, and;  
Whereas the Unitarian Universalist Organizations Retirement Plan (the "Plan") is the retirement plan sponsored by the Unitarian Universalist Association, therefore;  
Be It Resolved that the Unitarian Universalist Church of Spokane hereby adopts the 2025 Restatement of the Unitarian Universalist Organizations Retirement Plan with an implementation date of January 1, 2025 and commits to complying with all the provisions of the Plan and the elections made by Unitarian Universalist Church of Spokane in the 2025 Employer Participation Agreement that we submit to the UUA Retirement Plan Committee and they acknowledge receipt and approve via counter signature of same.
- 2) Barbara Rodriguez requested in writing that the church ask all local members to attend in person once a month. Her request will be considered at the September BoT meeting.
- 3) T Mosher announced that a subcommittee of Betsy Rush, Gordon Diddens, and himself reviewed the Annual Meeting minutes M Johnson prepared and made some corrections/changes. Then the official draft minutes were sent to the Operations Manager. T Mosher agreed to send a copy to D Burkhardt.

- 4) T Mosher has a few names of people from the Nominating Committee that might be able to fill the open Trustee position number 4. This matter will be discussed, with no decision made, at the BoT Retreat.
- 5) L Jinishian reported that the Unitarian Universalist Church of Jacksonville has formed a Forward Together Task Force to study and educate their congregation on the UUA's adopted Article II changes and upcoming proposed Article III changes. They plan to spend August 2024 to December 2025 in operation possibly preparing to leave the UUA. They offered for us to sit in on their September 22<sup>nd</sup> meeting and C Fine agreed to do so then report to the BoT.

**Operations Team:** L Johnston's report from the August Operations Team meeting is in Attachment A.

**Treasurer's Report:** D Burkhardt's report is in Attachment B.

**Past President Appointment:** T Mosher reported that the BoT doesn't have to appoint a past BoT president and suggested the BoT consult past president(s) only as needed. The BoT concurred.

**Generosity Campaign:** T Mosher reported that the Endowment Team urged that the Operations Manager and Endowment Team cooperate with the Generosity Campaign to clearly identify donor wishes on how to handle their pledges and endowments in case of their death. The BoT approved this by motion.

**BoT Position Table:** T Mosher reviewed the BoT position table, maintained by Dick Steele and Tom M, which is included in Attachment C. This list is kept by the church Operations Manager.

**Trustee Packets:** T Mosher checked to ensure all the Trustees received their Trustee Packets Rebecca prepared.

**Moderator Appointment:** T Mosher reported that Gordon Diddens accepted the BoT appointment as Moderator.

**Old Business:** Unfinished business items:

- 1) BoT discussions on the proposed amendment to BoT Email Use Policy was postponed to the September meeting, as one of the proposers, D Deaton, was absent.
- 2) BoT briefly discussed the following items for the 2024-2025 year and will delve into them at the BoT Retreat and report in the September meeting:
  - a. Income Enhancement
  - b. Potential UUA Withdrawal, and
  - c. Possible future recognition of the Seven Principles.

**Future Business:** Items to not be forgotten:

- 1) Review End statements with church membership
- 2) 2025-2026 Update Strategic Plan, possibly with review of End statements
- 3) 2025-2026 Review Ministerial Agreement

**2024-2025 BoT Retreat:** September 21, 2024 10:00 a.m. - 2:00 p.m. at Todd's, potluck lunch

**Next BoT Exec Committee Meeting:** September 18, 2024 4:00 p.m. (C Fine floating Trustee)

**Next BoT Meeting:** September 25, 2024 4:00-5:30 p.m.

**Adjourned:** 5:16 p.m.

**Attachment:**  
A. Operations Team Liaison Report  
B. Treasurer's Report  
C. BoT Position Table

Submitted by Marilyn Johnson, Recording Secretary, based on meeting video and other attendee suggestions.

L Johnston reported the following from the Operations Team August Meeting Minutes:

Operation Team liaison report

The team met on August 13 to discuss finance, office changes, chapel repair and transition to the new website.

For the last financial year we didn't fulfill nearly \$10,000 in pledges. Possible reasons and solutions were discussed.

The church office continues to switch to new accounting and software system.

Transition from UUA benefits to UHC for the most part has been completed.

Rebecca and Michelle are in the process of improving our website to make information easier to find and to reduce its size.

The chapel repairs are near completion. In case if the birds damage continues, the church

D Burkhart's reported the following, which came from an email Rebecca sent him:

The year ended with a shortfall of \$36,366.44. This is due to \$25,900.13 in uncollected pledges. Approximately \$12,000 of this from members who passed away before fulfilling their pledges, around \$13,000 from unfulfilled pledges. Some of those are still trickling in, but at this point forward they will be counted towards unpledged donations for the current fiscal year. Other shortfalls were in lower than projected revenues in fundraising, rentals and unpledged donations. (Adjustments have been made for these in the current budget.) As far as expenses go, we did come in \$1,700.00 under budget, which helps, but clearly not enough. Also, we overspent in the Music department at the beginning of the year with the nearly \$7,000 of unbudgeted funds we gave to Deb as a severance. We will be making the final adjustment of the \$36,366.44 from the budgetary shortfall reserve, which will leave us with \$46,637.46 in that fund as a contingency.

For our current fiscal year, we are right on target with donations from pledges. We need to keep fundraising at the forefront of the Board's attention. Since it was suggested and approved to increase the fundraising revenue line item to balance the current budget, that needs to be a priority and will not happen just on its own.

**BOARD OF TRUSTEES**

*Unitarian-Universalist Church OF Spokane, 4340 West Whistalks Way, Spokane, WA 99224*

There are 7 Trustee positions on the UUCS Board, listed in "Posit'n #". Trustees are elected for staggered 3-year terms, whose durations are indicated in rows by alternating lighter~darker colors. Elections of Trustees are held in June of each year, at the UUCS *Annual Congregational Meeting*. Terms are tied to the Church's calendar years, starting on July 1 and ending on June 30.

Posit'n #	Yr.	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
				<b>Current Yr</b>							
1		R Steele	T Mosher	T Mosher	T Mosher						
2		C Schmidt	D Deaton	D Deaton	D Deaton						
3		L Jinishian	D Burkhart	D Burkhart	D Burkhart						
4		L Riorden-R	L Riorden-R	vacant							
5		C Trestrail	L Johnston	L Johnston							
6		S Darcy	C Trestrail	C Fine	C Fine	C Fine					
7		B Rush	B Rush	J Bell	J Bell	J Bell					
				Upcoming Election >	←-----						
				June 8, 2025 >							
_Cindy Fine_		Secretary, UUCS Board of Trustees			updated: Aug. 15, 2024						
				<b>Current Yr</b>							