

UUCWI Board Meeting Minutes

Zoom meeting July 25, 2025

Present: Clara Beier, Toyan Copeland, Linda Flanagan Freeburg, Dee Marion, Lynn Wenzel, Don Winebrinner

Toyan called the meeting to order shortly after 1:30 on July 25th. We approved the minutes of the previous meeting. We discussed certain updates on our agenda.

Membership: Nicole (consultant) had a good visit to UUCWI earlier this month and wrote up a report on her assessment of the visitor experience. Her recommendations touched on membership and beyond, including Worship, Children's experience, signage, our website, etc. We looked into next steps. We need someone to head up this work and take the lead on coordinating it, scheduling meetings, reviewing tasks, involving others as needed, etc. We will have a conversation with each other on Teams about this role and who could fill it.

Ingathering: Clara told us it's set for September 7th. Committees can have a booth at the potluck after the service to advertise what they do. Volunteers will be needed for set up, clean up, etc.

Outreach: Not much new to report other than some incidental activities and responses. Linda's focus has shifted to next steps at Zackrie leaving, and upcoming significant family obligations.

Stewardship/Auction: Getting started, we need more people on the committee. Toyan has shared some ideas with John Long. Stay tuned.

Matters Re: Minister: We discussed the need to hire a new minister and agreed that we should do this. We identified the board members who will participate on the search team: Toyan, Lynn, Clara and Linda. We need to identify two members of the congregation to also serve on this committee. Linda moved that we hire a new minister at 50% time, and that we look at our budget to see how we would pay for it. This was seconded by Clara and passed unanimously. Lynn and Toyan will look at the budget together. Everyone can think about who else might serve on the search committee as congregational representatives and post their suggestions on Teams.

We discussed how we might say goodbye to Zackrie. We identified Sunday September 28th as the day to have a goodbye celebration. Toyan will check with Zackrie to see if this works for him and if he wants to be in the pulpit that day or participate in the planned service, "This I believe." We need someone to plan this goodbye celebration, including refreshments, remarks, etc. Toyan will ask Pastoral Care if they are willing to take the lead on this event.

We discussed our priorities as a board for the short term: Search for a new minister,

planning a goodbye for Zackrie, attending to congregational needs re: the news of our minister's departure and what follows, and enhanced board / congregational communications. We decided to have a congregational conversation on August 24th after the service to share what it means to us for Zackrie to be leaving, and to discern what we need in a new minister.

- Linda will write up a blurb for the ENews about this, send it to Toyon to review it and then she'll send it to Stephanie by deadline.
- Dee will get this "Congregational Conversation" on the UUCWI calendar.
- Dee would also like to help plan the congregational meeting.
- Linda will ask Mark Simpson (Worship Chair) if we can briefly announce this in the pulpit this Sunday, and perhaps in future Sundays.

We talked about the board priority of board / congregational communications. Our Friday ENews is a good format to keep people informed and "in the circle" of congregational life. There are other formats that are more popular with certain demographics - not everyone reads email. We discussed inserts into the Order of Service, pulpit announcements, or other ways to share info from the Board. To enhance our info sharing with the congregation and share the responsibility for this, we agreed to a rotating role for each board member to do ENews blurbs for a month at a time (at the frequency they choose.) **Board Briefs** is the title we will use for these communications. The focus is board work. We might write a 'rave' or something complimentary. Board members who have certain info they want included can send their desired text for Board Briefs to the person who's responsible for that month. In the near term we need to share that Board Liaisons to committees will be selected in upcoming board conversations. We will evaluate this system in 6 months.

- August - Linda
- September – Toyon
- October – Dee
- November – Lynn
- December – Clara
- January – Don

We recognized that we need to assign liaisons for all our UUCWI committees, and considering the length of this meeting we agreed to take that up in the future. Everyone will look at the committees list and think about which they may want to be liaison for. Some naturally align with others, and Toyon will detail that on teams.

Next board meeting is August 14th at 2:00 on Zoom. We adjourned shortly before 4:00 pm.

Respectfully submitted,

Linda Flanagan Freeburg, Secretary