Board of Trustees Meeting Minutes
Friday, 8/21/2026, 11:00am-1:02PM
Present: All Members Present

The President requested that Members begin the meeting.

The meeting was called formally to order with a Chalice Lighting and Opening Words.

The secretary requested of the Board that they be permitted to temporarily record the meeting on their local device. The recording is in support of the capture of minutes. As soon as possible, the recording will be deleted. Executive sessions will not be recorded. It was agreed to by consensus.

The Members each did a brief check-in.

It was agreed by consensus that in the future the agenda will also be included in the meeting announcement email, not only in Teams. A reminder was offered that Opus is available to be helpful for those with technical concerns.

The President has presented a document that recapitulates the consensus on Board Priorities as articulated during the second day of the Board Retreat. She requested feedback from the Board.

A question was raised regarding the rental of the facilities and the capacity of the congregation to support offering the facilities for free. It was noted that more groups have been asking. It was suggested and agreed that the next Board meeting will include a discussion of building use policy. It was noted that South Whidbey Prepares has a monthly meeting regarding medical interests. It was noted that the Board previously accepted SWP without recording it, agreeing to use without charge. It was noted that we don't charge for concert hosting because it brings in members, and we often receive a portion of donations given. Yet not charging leads to an increase in requests and additional administration, while costs will eventually go up due to wear and tear. It was noted that Janet Garrow did a study on selling books, etc., during events and discovered that there are guidelines and requirements with regard to tax-free status.

The President suggested that the road sign be considered a form of outreach and that enhancing the website be a priority, because that too is part of outreach.

The Secretary presented the minutes from the prior meeting for approval. Approval was moved and seconded, then approved unanimously. The Secretary was reminded to capture resolutions, solutions, etc., when they were agreed upon.

The next agenda item was to secure liaisons for the Safety & Security, Music, and Internet Committees. Safety & Security's liaison was decided on Teams after the last meeting as being Sim. Sim will work closely with Gaye, who is the liaison to Buildings & Grounds. Jane Hayes will continue running the Concert Committee. Lynn will serve as the Music & Concert Liaison. It was noted that perhaps there needs to be a distinction made between the Internet & Tech Committees, and also between the website and social media efforts. It was noted the Opus is on both Committees. It was agreed by consensus that the Web Design Team and the Internet Team are not distinct. Moreover, that we should reestablish this committee and continue with the website enhancement. The topic was set aside. Gaye will serve as liaison with the Internet Committee. It was suggested that she speak with Dee about her interests in that committee's work.

It was noted that the In-Gathering on September 13th will be organized by Walt Cannon.

It was noted that the S&S Committee has recently cleared the grounds, added lighting, and changed locks. After consultation with relevant experts, S&S would like to apply film to the windows of the building for purposes of privacy and security and safety. It was noted that VAC has declined to state a preference from among the options presented despite a request for an opinion. It was noted that the previous Board approved film for lower windows, but without seeing samples. It was agreed that the Board needs to decide on action and that Sim will present sample options soon. There is an expense associated with samples, so Sim will ask S&S to establish pricing on samples before action. It was noted that safety has been the priority concern, and it was suggested that what is needed is a product that is minimally invasive and also protective. The possibility of bottom-up shades was discussed.

The next item on the agenda was Signage. The Committee is getting bids on the construction of the sign. It was noted that there is a Teams folder regarding the Signage and that the previous Board approved the design. Toyan and Linda are looking for a builder, with a price cap.

Regarding the Minister Search, the process is ongoing. On 8/28, the team will discuss adding a pastoral care member. It was noted that the few who apply to the ministry position are mostly looking for a hybrid/remote scenario, possibly from great distances.

The issue of the coffee hour sign-up was raised. Opus and Dee are working on an easier sign-up method. It was noted that refreshments cost money, which may be prohibitive, and so the question of reimbursement or regular stocking was discussed. Refreshments do not fall under any committee, so it was suggested that perhaps MEO is the correct place. Dee will attend the MEO meeting.

It was noted that Kate Nunn and Jane Spalding will take over as chair and vice-chair respectively of the Worship Committee at the end of the year.

As promised in the prior meeting, the next item on the agenda was Financial Reports for June and July. In general, the Treasurer will present a monthly report. Stephanie posts all relevant information in the meeting folder on Teams, while the Treasurer summarizes and keeps a spreadsheet to track trends over the course of the year.

As of June 30th, we present a good picture to prospective ministers, with a healthy net income for the month. We were within budget for the 2025-2026 Fiscal Year. It was noted that from March-June many pledge payments for 26-27FY were submitted, which creates an apparent surplus for 25-26FY end. 25-26FY pledge payments exceeded budget expectations, including a year end campaign to collect outstanding pledges that yielded 53%. June included a Dedicated Offering for Coast Salish Youth. During June, two CDs matured and were rolled over.

July was in similar good stead. A CD matured and was rolled over. A money market account yielding 2% interest for the Sinking Fund was opened with the budgeted amount. 49% of pledges for 26-27FY have been paid through July.

It was noted that since the various Committees were not spending their entire budgets, some Committees' budgets were cut by the Board to achieve a balanced FY26-27 budget. Since the congregation is in better financial standing than expected, perhaps the Committees can be encouraged to submit proposals to the Board if needed. It was noted that the Budget itself cannot change without extensive measures.

The Whidbey Community Foundation provided an Uplift Grant in the amount of $6,000 from an anonymous donor. Prior awards were used for general operations. It was noted the amount could be used to fund the Committees. Another anonymously sourced donation was received for $10,000, which raised identical questions about its budgeting and use. The topic was set aside to be revisited.

It was noted that the Dedicated Offering on July 16 for Healing Circles brought in $1137. The generosity of the community was acknowledged.

The Property, Casualty, and Liability insurance is being reviewed, with the possibility of changing vendors and revisiting coverage to make sure it is still appropriate. It was noted that renewal falls on September 7th. The UUA is leading the way on the change of vendors.

The next agenda item was MEO. This was moved to another meeting, noting the possibility of a public meeting with other leaders to present goals and ideas. Linda Flanagan-Freeburg is emphasizing work in outreach, while Cheiron McMahill is emphasizing MEO.

The next agenda item was to discuss the Leadership Council. The possibility of reforming it was raised, including the possibility of organizing such reform around the JETPIG values floret. It was agreed that there will be a Leadership meeting in October with an MEO presentation and a presentation from the Auction Committee. It was suggested that Linda be invited to MC, with Dee possibly supporting the meeting with refreshments. Gaye will check in with Linda and Cheiron and report back.

In the September meeting agenda, there will be a discussion of building rental policy. Relevant information will be placed in the meeting folder on Teams for review in advance of the meeting. Don will visit the Board meeting next month to discuss the HVAC system.

The next Board meeting will occur on September 10th from 10am-12pm by zoom. The question was raised as to whether the meetings should be open and announced? It was agreed by consensus that they should be, though perhaps not on e-news due to the width of distribution. Gaye will clarify with Stephanie what the options are for announcements. It was noted that Stephanie will be out of office, so we need to put things in by Wednesday 8/26 at the latest.

The meeting was adjourned.