

Board of Trustees Meeting Minutes
Friday, 9/10/2026, 10:00am-12:23PM
Present: All Members Present + Don Winebrinner for first update

Opening Words / Chalice Lighting: In honor of Wendell Berry.

Check-In: all present offered brief check-ins.

Approve Minutes of Prior Meeting: Amendments were made in real time. A motion was made to approve the minutes with amendments. Seconded. Board voted yes unanimously.

Updates:

- Bldg & Grounds: Don Winebrinner discussed 3 bids for system replacement: EarthHeat, West Mechanical, and Janes Radiant. Janes Radiant was called for prior repairs, and they mentioned our system has a twenty to twenty five year life span. Our system is approximately 19 years old. In the Spring the Board elected to get other quotes. Janes is physically closest and most known to the community. EarthHeat came on site, while West Mechanical sent a quote based on pictures. UUCWI had a problem with the HVAC system 5-6 weeks ago. Janes did a repair service call for approximately \$750 total. Replacing the HVAC is recommended, but we can't use in-house electricians because that would likely void the warranty. Don recommends Janes, who are located in Mukilteo. The question was raised if we have looked at Island Ductless? They do not do the correct type of system. For an HVAC system, there is approximately 5 weeks lead time if ordered. About 50% of the bill would need to be paid up front. The question was raised if switching systems would cancel out our geothermal efforts if we go air to air? Yes, likely. It was asked if it were possible to get an estimate from Island Ductless as data to compare before making a decision? By consensus, the Board asks the Committee to seek an estimate for conversion. Don will get it and report back. The previous Board had asked for an independent analysis. No one was found who does those estimates regularly. The discussion was tabled until a proposal from Island Ductless can be brought forward along with the others, including the lead time involved.

- In-Gathering: Efforts are moving along well with no reported problems. They will set up early the day of September 13th. Those who signed up should not expect to hear back.

- Safety & Security Team: 1) The President suggested a congregation-wide meeting for updates regarding the history and motivation of the Committee, as well as for updates regarding property enhancements and plans. This would allow for feedback. The President might host it in order to show the Board's support and sanction. There was agreement generally that the meeting suggested should happen. 2) As part of the meeting, it was suggested that we ought to have samples of the various window films being discussed. There are four samples of window film options that were acquired within budget of the Committee. The office in the building has samples up on the south-facing window. Board members will look at film samples for the next meeting. Should the congregation vote as a whole? Is there an education piece to it? Samples could be shown at a meeting. It was suggested that we use the same process as we did with chairs. The Committee will put film samples on doors and will stand in the foyer to educate and discuss with the congregation. It was suggested that there should be two or three Sundays of this canvassing. The effort would be announced from the pulpit. The committee will get back to the Board shortly on this. 3) Sim said that the January 8th Board meeting approved all suggestions by the S&S team. A process for implementation was sent to the President in June. The Committee requests the Board to approve the process. This includes recruiting a Safety Action Team to be trained and cognizant of security, including having access to cameras, and then a meeting covering orientation, training, and practice. The process will be sent to all Board members by the President and reviewed at the next meeting. 4) S&S would like to move forward with signage for "no weapons in the building." 5) An AED device purchase was requested by S&S. A motion was put forward to purchase an AED, installation location TBD. Seconded. Unanimously approved. The Committee will seek to identify a location and make a recommendation to be voted on. S&S will approach VAC to get opinions on location for aesthetics, with usability in mind.

- Chairs: The new chairs will be delivered soon. The October monthly work party will be used as time to unwrap/unbox them. A cashier's check is on the way to Chairs for Worship, so the chairs should be delivered in two to three weeks. The check was sent only after checking that the chairs cleared inspection.

- Signage: The working group has three bids in place, and is trying to get bids on dates and figures. It was asked if we can do some of the work ourselves and refurbish the existing

sign? This would be less expensive. The June 12th meeting minutes state that the Board by consensus approves up to \$15,000. A v-sign proposal is estimated at twice the price, but would be more visible. Reduced visibility of the sign parallel to the road was the only negative feedback from the time efforts were made to show the design in the foyer. Could the \$10,000 grant be used to pay for a sign? The price estimate currently is for 5 sign units on property. The process has been somewhere between 3 and 4 years. A motion was proposed to stay with the status quo of the process. Seconded. Passed. It was noted that our meeting time is not on the sign.

- Minister Search: 1) Clara provided an update on the question of adding a Pastoral Care Committee member to the Minister Search Committee. The MSC replied to the inquiry with a no and an explanation. It was noted that there are 5 on the committee currently, and that this size has already made it difficult to organize meetings. Also, the committee membership was not organized by representation from committees, but rather based on individuals. The UUA has an extensive list of questions that candidates must respond to, including questions regarding pastoral care. Pastoral care would be addressed by both the questions and the concerns of the extant committee. 2) The Committee is now sending letters to local churches to see if they have any suggestions for possibilities for our ministry. We don't want remote ministers because we want direct care for pastoral care and other aspects of the congregational community. 3) The Pastoral Care Committee wants to bring Breeze current because it is their main tool for outreach. It is cleaned up annually after the pledge drive. The Committee can make suggestions for changes to Stephanie for additional cleanups.
- Outreach: Tabled till next meeting.
- Internet Committee: Tabled till next meeting.

Financial Report for August 2026: Liquidity is strong for a congregation our size. The congregation has ample cash to meet its needs. Liabilities are extremely low. There is low financial risk and a strong ability to meet obligations. It was noted that it is best to look at assets excluding the value of the building when estimating overall worth. This month, income is lower than expenses. This is not unusual because of variability in expenses, but it is to be watched. Current liquidity allows us to manage occasional monthly deficits. We are in a good place to continue strategic investments.

- A Dedicated Offering was paid to WABE. DOs run about a month behind the event in being paid out.
- Funding Committee Proposals: Tabled till next meeting.
- WCF/Uplift \$6,000 Grant, Anonymous \$10,000 Grant: Tabled till next meeting.

Building Rental Policy: A Board meeting is called September 24th at 10am by zoom to discuss only this.

Regular Board Communications with Congregation: Tabled till next meeting.

- e-News: The Board will include short, relevant information. Board members will take turns writing it. Joanna will write it this time and run it past the President. It needs to be in by next Wednesday.

Leadership Council: Tabled till next meeting.

Religious Education for Kids: Tabled till next meeting.

Next Meeting Date: The question was raised if it should be in person? The Board by consensus deferred in-person meeting till November. Next meeting is October 8th at 10am by zoom.

The meeting was adjourned.