

UUS Board Meeting Minutes
6:30 p.m. October 16, 2024

Present: Jeff Walberg (President), Sarah Ross (Vice-President), Christine Etlar (Secretary), Michael Honey-Arcement (Treasurer), Ernie Cox (Trustee), Monique DiCarlo (Trustee), Rev. Diana Smith (Ex-officio). **Absent:** Ian Cawley (Trustee). Quorum met.

Guests: Lucy Gamon (Assistant Secretary), Bridget Laflin (Ministerial Intern), Maya Yoder (Congregational Administrator).

Meeting opened at 6:30 p.m. with check-in. Gamon provided Opening Words.

Consent Agenda	
Reports <ul style="list-style-type: none">• Minister’s Report - Sep• Treasurer’s Report - Sep• Endowment Committee Report - Q3	Decisions <ul style="list-style-type: none">• Approve Sep. 18 Board meeting minutes

The Chair reviewed the Consent Agenda items, and hearing no objections, announced that the Consent Agenda has been adopted.

Discuss November Board meeting—There is a possible conflict with the regularly scheduled November board meeting date and time. This conflict may be resolved, but it was not resolved at the time of the October meeting.

Motion—Honey-Arcement moved to reschedule the regular November board meeting to Tuesday, November 19, 2024, at 6:30 p.m., with the option for an additional meeting on Wednesday, November 20, 2024. Ross seconded. The motion passed unanimously.

Conversation with Congregational Administrator—Yoder joined the meeting by Zoom. She gave the Board a summary of the many projects she currently is involved with and enjoys, including working with and supervising staff and volunteers, helping with administration of the rentals program, supporting the AV Team, and implementing the

Homeland Security Grant. Yoder described her challenges as having adequate time (at 30 hours per week) to fulfill all her responsibilities. Board members then uniformly expressed appreciation for Yoder's work, highlighting her organizational skills and her people skills.

Discuss non-discretionary budget draft—Honey-Arcement and Rev. Diana presented and described the non-discretionary budget draft they have prepared for fiscal year 2025, highlighting some anticipated additional spending on personnel costs for next year. Rev. Diana explained the history of the budget preparation process for the Board. Honey-Arcement explained sources of assets and revenues the church has available which are not pledge dependent. The Board generally approved the concept of preparing a 2025 budget in which projected expenses exceed total annual revenues by up to \$50,000 with an eye to reducing this amount for the 2026 budget.

Vote on revised Health Insurance Benefits policy-- Rev. Diana previously presented and described the proposals of the Personnel and Finance Committees for health insurance for staff members. These proposals are as follows:

- For full-time employees (1560-2080 hours annually), UUS pays 80% employee/50% family of the Silver plan premium, or the employee can apply that amount toward the Bronze or Gold plans, not to exceed the premium of the selected plan.
- For part-time employees scheduled to work between 1040 - 1559 hours annually, UUS pays 50% employee/40% family of the Silver plan premium, or the employee can apply that amount toward the Bronze or Gold plans, not to exceed the premium of the selected plan.
- For part-time employees scheduled to work between 750 - 1039 annually, the employee is required to pay the full cost of the health medical plan insurance premium.

Honey-Arcement indicated that the Silver Plan is an affordable expense for next year's church budget.

Motion—DiCarlo moved to approve amendments to the Health Insurance Benefits policy as presented. Honey-Arcement seconded. The motion passed unanimously. The Board later approved by email the Chair's amended motion (seconded by Ross) to clarify the benefit levels for part-time staff as shown above, and also clarified that the changes would become effective on January 1, 2025.

Ministerial Agreement Changes—Cox and DiCarlo have reviewed the Ministerial Agreement and compared it with the UUA Model Agreement. They have made proposed

changes to the Ministerial Agreement for the Board's consideration. In consultation with Rev. Diana, the Board discussed and approved these changes. Cox will finalize the wording of the substantive changes agreed upon for the November Board meeting. The Board may approve the Ministerial Agreement as part of the Consent Agenda at the November meeting.

Closing

DiCarlo provided Process Observer comments. Gamon provided Closing Words. With the Agenda completed and no new business from the floor, the chair adjourned the meeting at 9:05 p.m.

Lucy Gamon, Assistant Board Secretary

Email the Secretary at secretary@uusic.org with requests for documents reviewed at the meeting.

The Board approved these minutes on November 19, 2024.