

Board of Trustees

Date: Saturday, August 23, 2025

Time: 9:30 am – 10:40 am

UNITARIAN
UNIVERSALIST
CHURCH OF
JACKSON



Minutes

Board Members Present: Bethany Philipp (P), Eric Wood (PP), Sue Moss (Sec), Stacy Callender (Treas), Esther Margaret (T2), Snowdancer (ex-officio)

Board Members Absent: Leland Davis (T1)

Other Attendees: none

Agenda Item	Discussion	Decisions/Actions/ Next Steps
Call to Order, Verify Quorum	Meeting called to order at 9:30	
Personal Check-In	Attendees checked in as desired	
Approve Minutes and Reports	Minutes were submitted and reviewed. Motion: <i>Approve as submitted</i> (Beth, 2 nd Eric)	Minutes were approved
Old Business/Action Items	MEMBERSHIP/ENGAGEMENT Attendance Tracking - Esther has been updating attendance weekly in FlockBase; adding visitors, updating information - Still planning to develop a Google form to track attendance and generate reports Email list / Weekly eNews - Doug gave Sue & Esther access to MailChimp - Sue gave Doug access to FlockBase - The group is considering what tool to use, as MailChimp has engagement features which can be helpful but FlockBase provides a centralized list` FUNDRAISING Congregational Mtg Follow-up - Need close Candance Building Checking Account	Attendance Tracking - Esther will develop a Google form, report template Email list / Weekly eNews - Esther, Sue, & Doug will meet to discuss pros/cons Cong Mtg Follow-up - Beth & Eric will go to Cadence to

	• May need documentation of decision • Need to request fraud funds be restored to account • Building updates ○ Bar installed; need to finish sink & counters ○ Outside to be painted over holiday weekend Financial Reports Financial Report were submitted earlier in the month and reviewed. Stacy requested to use the FlockBase reports for Board reports. • Motion: <i>Approve FlockBase format for Board reports</i> (Beth, 2nd Eric) • Motion: <i>Approve July Treasurer report as submitted</i> (Beth, 2nd Eric) • Motion: <i>Approve June Treasurer report as submitted</i> (Beth, 2nd Eric) Pricing for Rentals • Beth reviewed comparable spaces for their prices Time-Talent-Treasure • TTT begun, currently ongoing Financial Policies • Stacy has not yet updated fundraising policy to reflect fundraising for the general fund (not special purchases) yet; will submit for next meeting Fundraising • Leland & Stacy will work on a proposal for fundraising events – tabled for when Leland is present IMPROVE ORGANIZATION	close building checking account & follow-up on fraud • Sue will provide minutes of congregational decision to close account • Eric will follow-up with contractor Financial Reports • FlockBase report templates approved • June & July 2025 reports approved Pricing for Rentals • Ongoing Time-Talent-Treasure • Esther will update graphics weekly Financial policies • Stacy will send updated fundraising policy next month Fundraising Ongoing
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	Reestablish Ministry Teams - Esther looking at 2025 TTT to identify potential chairs Board Organization - Meeting minutes have not been shared timely; they need to be put in OneDrive and posted on the website - Meeting minutes can be developed directly in OneDrive - Stacy shared past templates for Board Meeting agendas and minutes	Ministry Teams - Ongoing 2025 TTT for volunteers Board Organization - Sue will post all meeting minutes (congregational & board) from 2024- to present in OneDrive & website - Stacy will put templates in One Drive - Beth & Sue will use templates going forward
New Business	None	
Closing	Closing words from Snowdancer	
Adjournment	Meeting ended at 10:40	

Recorded by: Stacy Callender
Draft Submitted: 8/23/2025
Date Approved: 9/27/2025