APPROVED AS AMENDED
(italics indicate clarifications made at 11/9/26 board meeting)

Board Meeting Minutes for October 12, 2026

Present: Cat Rambo, Ben Tovar, David Mayfield, Karen Dickson, Rev. Jenn, Francisco. Online: Justine Backus
Absent: *Fern Hamlin, Ann Hoewing*

7:11 PM — Chalice lighting by Cat.

Agenda: Accepted last meeting's minutes (Cat moved, Ben seconded). Added snowplowing (from Francisco) to the agenda.

REPORTS
- Reports accepted as presented.
- Treasurer (David): Two CDs (certificates of deposit) are coming due; funds will move to the community-wide savings account.
- Newcomers class started Oct 11, with 6 new members.

NEW BUSINESS

Italian dinner: Justine proposed Feb 6, 2027, at 6:00 PM. Approved by consensus.

Discretionary fund committee: Confirmed Anne Mannix as chair. The committee also includes a care committee representative and Rev. Jenn. Per policy, the board must appoint this role each year. Ben moved, Karen seconded; approved. David asked how many people the fund will serve this year.

Welcoming committee: Confirmed Syd Troyer as co-chair with Dawn, replacing Eli Williams. Francisco moved, David seconded.

Equitable Action Fund (EAF) task force: Megan proposed a plan modeled on the discretionary fund — if a staff member receives aid, the board must report it as income for tax purposes. The board confirmed this is allowed, since the money is not part of the operating budget. David asked about eligibility rules. The task force will solicit and approve requests, and keep all records in writing. The minister gives oversight, or the treasurer if the minister is unavailable. Each report must list total funds raised, total funds requested, and the amount given to each person. The board nested this task force inside the discretionary fund committee for continuity, and named Megan as the *member designated* by the board. David moved these changes and the new name; Cat seconded. *Motion approved.*

Packet of Hope project: Rev. Jenn introduced a request to pack and give out care items (bread, lunch, baby wipes, etc.) to people on the street. Event date: *Nov 21*, serving about 50 people.

UUSB will be the collection point. Contact Barb Carmichael; also loop in Lois and Dan. Collection runs any day in November. Barb is filing the building use request. David moved, Francisco seconded. The project hopes for support from the Peace and Social Justice committee.

Board development: Rev. Jenn will lead items to strengthen the board, starting next month.

CASIE Center Project will occur in November [Exact date not in my notes].

Roof ice tape: Francisco purchased the ice tape for the roof and requested that the cost be counted as part of his annual pledge payment. Ben so moved, Cat seconded. Motion carried.

Electronic signatures: Francisco moved to accept electronic signatures as equal to physical signatures on general forms submitted to the board, for the whole congregation (UUSB). Cat seconded. *Motion carried.*

EXECUTIVE SESSION
- 8:35 PM: Entered executive session.
- 9:52 PM: Exited executive session.
- Office assistant hours, first vote: 30 hours until the start of next fiscal year, then 20 hours after. 3 in favor, 3 abstentions. Motion failed.
- Office assistant hours, second vote: 30 hours until the start of next fiscal year. 5 in favor, 1 abstention. Motion passed.

9:57 PM: Meeting *adjourned.*

Submitted by Ben Tovar in the absence of the board secretary

ACTION ITEMS
- Dr Loise: Send information about electronic signatures to committee chairs.
- Francisco: prepare a comparison for the final snow removal recommendation (20 visits, etc.; $355 for snow removal).