FRS UU – Board Minutes – June 17, 2026

Present: **Bob Higgins, Tom Himmel, Leslie Lawrence, Lori Clark, Andy Lobb, Liss Larson, Julie Menin, Jeff Bard, Renee Wolf Foster, Rebekah Stafford, Kathy Desilets**

Absent: Jeff Bard, Jim Supple, Sarina Kahn Reddy, Liss Larson, Julie Menin

Call to Order – Bob called the meeting to order at 6:05 PM.

Opening - Bob offered end of year thoughts. He thanked the board for weathering a hard year and said the year offered a rich experience from which we all learned. He recognized Jim, Leslie, and Tom, who were particularly supportive, for their work and said that saying goodbye to Rev. Laurel was difficult. He also let the board know that Rev. Rebecca had decided not to do a goodbye potluck with the board.

Election of Officers for Chair and Vice Chair the coming church year

- Tom, as this year's vice chair, will take the office of chair and Leslie is proposed as Vice Chair.

Action: Election of Chair and Vice Chair for Church Year 2026 -2027

Motion: Lori moved that the Parish Board confirm Tom Himmel as Chair and elect Leslie as Vice Chair for the next church year. Andy seconded and the motion carried without opposition.

Rev. Rebecca housing allowance

Bob told the Board that Rev. Rebecca has requested a revision to be made to her housing allowance as a result of a change in what she would be paying for housing. (Per contract, the minister requests the portion of their compensation to be allocated as housing allowance and the board approves it.) The request was that her allocation be changed to $60,000 annually. Note: This has no effect on the total agreed compensation she will receive.

Action: Lori moved that the board approve allocation of $60,000 for Rebecca's housing allowance as of July 2026. Tom seconded and the motion passed without objection.

Grants Project Director and Project Manager

Tom told the Board that Ed Budelmann proposed that the board appoint a Project Director and a Project Manager for each of our funded grants. The Project Director will be the liaison between FRS and the grantor. The Project Manager will ensure that funds are spent and managed properly and in accord with the grantor's conditions and expectations.

Currently we have two substantive grants that would benefit from this kind of oversight and communication - $20,000 from the Fund for Sacred Places for a condition study of Parish Hall and the city grant for Fire Suppression.

Ed is willing to serve as both Project Director for both projects and suggests that Lark take the role of Project Manager for the Fund for Sacred Places grant and Jim Kidd take that role for the City Project.

Tom asked whether the establishment of these roles and appointment of people to fill them for our current grants was time sensitive. A Board vote by the first meeting next year would be beneficial. Given that this is the first presentation of this material, it was decided that it will be sent out to all board members for review and we will take an e-mail vote within the next two weeks.

Note: The e-mail vote approved the establishment of a Project Director and Project Manager as described here. Ed will be Project Director for both grants. Lark Madden will be Project Manager for the Sacred Spaces Grant and Jim Kidd will be Project Manager for the City Grant.

We also need to have policies and procedures for fund allocation and use. This will likely need to involve the Finance Committee and the Business Manager. Ed has a draft of procedures that can be used to discuss/determine how grants can be managed. Given the time, this was deferred.

Policies for Board Committees and Board Appointed Work Groups

Leslie reported that the governance committee has been working on these policies over the past year and based on this process Leslie has developed a draft policy to cover the following Board Committees and Work Groups:

Standing Committees:

Finance
FUNraising (Stewardship)
Governance
Human Resources Subcommittee

Board Chartered Committees/Workgroups/Teams

Facilities Team
Grants Team
Gift Acceptance Committee
Safety Committee
Capital Campaign Team
Annual Campaign Team

The purpose of the Policy, which is being circulated, is to establish consistency re: how members are chosen and appointed and clarity that committees are agents of the board.

We need two readings prior to voting, of which this is the first. This is an open process which is open to changes in the policy prior to a final vote.

A basic outline of the proposed policy:

- Define composition of the membership – No more than 5-7 voting members. Others have the option to attend and work with the committees but will not be able to vote.
- Committees should have a balanced membership including those with technical skills and considering the diversity of the congregation.
- Committees will draw up slates of candidates to join them. The slates can be altered by the board.
- All committees and their members are subject to the Parish Covenant.

- Written reports will be submitted to the board quarterly. Parish Board may ask for other reporting.

Discussion:

  - Renee needs more people for fundraising. Can this be satisfied by having non-voting members?

- Provisions for adding members to the committee are in place. If membership numbers allow, committees can bring candidates for board approval at any time. This should be included in the policy.

Comments are welcome and should be sent to Lori by June 31.

Exit Interview

Wren Bellavance-Grace, our UUA liaison, explained that it is a usual UUA practice when a settled Minister leaves a congregation allowing the Minister and the Board separately reflect of the full tenure of the ministry. Wren will ask us a series of preplanned questions, record our answers, then send her report back to us for review. It is hoped that this process will help us to understand the strengths and shortcomings of our time with Rev. Rebecca.

The questions and answers were completed during the meeting. Board members who could not attend are invited to add their input.

Business Manager

Discussion focused on how we can move forward with this position. There have been two versions of a job description of the position with a third in process with number of people involved. An important question is how we clearly define, describe and limit this position. What do we want them to accomplish? More work is needed until we are ready to hire, but we could develop a team to help us identify possible candidates.

FUNRaising

Raffle - Renee thanked Jim for taking the lead on local donations. We made $5,700. It was good to have the winners in the room. The committee is planning for Fall. Auction.

Action: Appoint Lori Clark, Tina Benik, Leslie Lawrence, Rebekah Stafford, and Kathy Desilets to the Governance Committee.

Motion: (??? Name) moved that the Parish Board accept the individuals named above as members of the Governance Committee for Church year 2026-27. The motion was seconded and accepted without opposition.

Adjournment: The meeting was adjourned by mutual consent at 8:37 PM.

Respectfully submitted,

Kathy Desilets, Parish Clerk