

## **Minutes of the NAUA Board of Trustees Meeting, April 9, 2025**

The April NAUA Board of Trustees meeting was called to order at 10:00am PDT. The meeting was conducted on Zoom. The following members of the Board were present: Rev. Todd Eklof, Ron Strange, Lynn Jinishian, Judi Durham, Terry Anderson, Jan Anderson, Marga Hanna, Mike Long and Stephen Polmar. **The presence of a Quorum was confirmed.** Additional NAUA members present: Thomas Reynolds.

The minutes of the NAUA Board of Trustees meeting of March 12, 2025, previously sent to all members of the Board for review, were approved with one revision, i.e., addition of the date of the Treasurer's Report.

**Treasurer's Report:** Treasurer Bob Simoni stated that at the present time the balances of NAUA accounts as of April 1, 2025 are as follows:

STCU Checking	\$3,069.21
STCU Money Market	\$43,803.44
Total	\$46,872.65

Further detailed information concerning Transactions Year to Date and Cash Flows can be found in Appendix I to these Minutes (attached). There were no concerns or issues raised regarding the Treasurer's report.

The May Board Meeting will devote a significant amount of time to the review and approval of a budget for the second half of FY 2025 ( July-Dec). Most Chairpersons/Board Liaisons for Committees and Activities have already submitted their budget requests to Bob Simoni. Those that have not already done so were requested to submit their budget requests to Bob before May 1<sup>st</sup>.

### **President's Report**

Rev. Eklof announced that John Wunderlin has decided to leave the Board of Trustees, primarily related to family issues.

Rev. Eklof welcomed NAUA member Thomas Reynolds to the Board meeting. Thomas introduced himself as being a Unitarian for 33 years and told of the issues and circumstances that led him to become a member of NAUA. These included his experience as a delegate to the UUA GA in Spokane and UUAs involvement in local congregational issues. He has participated in a number of NAUA activities, and is familiar with the action plan for the Member Services Committee. He emphasized his interest in Community as well as his concurrence with NAUA's commitment to Freedom, Reason and Tolerance in Religion.

## **Brief Committee Reports**

**Strategic Planning Committee-** Stephen Polmar reported that the Strategic Planning Committee met earlier in the week and was making rapid progress. The Committee will meet a second time this month and will make a comprehensive presentation to the Board at the Board's June meeting and seek input from other Board members at that time.

**NAUA Academy-** Terry Anderson reported some disappointment at the relatively low attendance at the last NAUA Academy program. He said that he counted 9 participants, although Jan Anderson commented that she counted 13. Terry announced that there will be one more Academy program next month in May and then there will be a 3 month hiatus until the Fall.

**Technology Team-** Terry Anderson reported that the web site has been successfully transferred from the former host to the new one and is functioning well. There was a final \$500 bill from the former host.

**Communications Committee-** Terry Anderson reported that the Communications Committee hosted two very successful workshops with about 18-19 participants. One dealt with communicating our values, the second with an "NAUA elevator speech".

**Summit Planning Committee-** Joyce Kinnear has provided a written update of the the plans for the Fall 2025 Summit ( see Appendix II). Terry Anderson supplemented that report explaining the nature of the contract with Zoom and costs, \$20 per registrant. The keynote speech is planned for Friday evening of the Summit and the Business Meeting will take place on Saturday. Judi Durham cautioned that if programs are scheduled later in the evenings Pacific time, that would decrease participation of members in the East. Terry also said that the Summit Committee is planning to have more than one workshop at a time and that the Committee is looking for volunteers to give workshops. Terry also said that more volunteers to do tech support for the Summit are also needed.

**Motion and seconded: Rev. Eklof moved that the Board approve a payment of \$2,500 for the Keynote Speaker for the Fall 2025 Summit. The motion was seconded and unanimously approved by the Board.**

**Nominating Committee-** Mike Long reported that he and Marga Hanna had had the first meeting of the Nominating Committee and will report to the Board at the next Board meeting.

**International Alliance-** Marga Hanna reported that she has established contact with Tina Huesing, President of the International Convocation of Unitarian Universalist Women

(ICUUW). Marga said that with ICUUW, NAUA will look for projects in which our two organizations can jointly participate and collaborate.

**Motion by Judi Durham and seconded: Moved that an NAUA Program Council be established to promote communication and coordination of activities amongst the various NAUA Programs (e.g. Academy, Member Services, Worship Committee, Communications, etc.). The Council will consist of representatives from each of those Activities and will periodically report to the Board of Trustees.**

Judi provided additional written information ( see Appendix III ) about the purpose, function, composition and operation of the proposed Program Council. After discussion, **the Motion was approved unanimously by the Board of Trustees.**

**Motion by Stephen Polmar and seconded: Moved that the following procedures ( see Appendix IV for detail) for the attendance or participation of NAUA members in NAUA Board of Trustees meetings be approved and added to the NAUA Board Policies and Procedures Manual.**

The procedure as outlined in Appendix IV was read to the Board of Trustees. After some clarification and discussion, **the Board unanimously approved the motion.**

**Motion by Mike Long and seconded: Moved that the Board develop a Policies and Procedures Manual and assign an individual or individuals to be responsible for its development and maintenance.**

In the discussion that followed it was agreed that Board-approved Policies, Procedures and other items such as Terms of Reference for Committees would be kept within the Policies and Procedures Manual. Changes to the policies, procedures, etc. in the manual could be changed by vote of the Board and do not require Bylaw changes. It was agreed that the Policies and Procedure Manual would be maintained by the Secretary of the Board. **The motion establishing the Policies and Procedures Manual was approved by unanimous vote of the Board.**

**Motion by Mike Long and seconded: Moved that the Board create a volunteer position with the responsibility of collecting data relevant to the success of NAUA activities, e.g. attendance at NAUA programs, new members, etc.**

Mike Long volunteered to initiate the process of building an archive or data repository for the above mentioned information. Such data would be very useful in guiding Board decisions. It was suggested that Committee Chairpersons be asked to provide

attendance/participation data for their respective activities/programs to Mike for inclusion in the archive. **The proposed motion was unanimously approved by the Board.**

### **New Business**

Terry Anderson discussed the need for a paid part-time position for an individual to manage our communications and website issues. He stated that Joanne Krettek has the qualifications and experience to do this with her background in instructional design. She has been doing much of this as an unpaid volunteer for NAUA. Rev. Eklof pointed out that our web and on-line presence is critical to NAUA and that having someone such as Joanne to do this is essential. This issue will be given priority at the May Board meeting.

Rev. Eklof also took this opportunity to recognize the enormous contribution that Terry Anderson has made to the success of NAUA not only with regard to creation and maintenance of our website, but also his leadership in many other NAUA programs that he has created and guided.

**Adjournment** – The meeting of the Board was adjourned at 11:45 PDT.

Respectfully submitted,

Stephen Polmar

Secretary

NAUA Board of Trustees

Approved by vote of the Board on May 14, 2025

## Appendices

### Appendix I- Treasurer's Report

4/1/2025

Monthly Spending Comparison YTD - YTD

1/1/2025 through 4/1/2025

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Category	1/1/2025- 1/31/2025	2/1/2025- 2/28/2025	3/1/2025- 3/31/2025	4/1/2025- 4/1/2025	OVERALL TOTAL
INCOME					
Donations	4,599.57	1,962.99	1,349.68	0.00	7,912.24
Interest Income	7.98	21.36	24.10	0.00	53.44
FROM STCU Checking	40,000.00	0.00	0.00	0.00	40,000.00
TOTAL INCOME	44,607.55	1,984.35	1,373.78	0.00	47,965.68
EXPENSES					
Insurance	0.00	0.00	674.04	0.00	674.04
Miscellaneous	20.00	0.00	0.00	0.00	20.00
Technology Services	379.77	0.00	0.00	0.00	379.77
Website	375.00	3,043.75	834.88	0.00	4,253.63
Worship Committee	0.00	200.00	0.00	0.00	200.00
TO STCU Money Market	40,000.00	0.00	0.00	0.00	40,000.00
TOTAL EXPENSES	40,774.77	3,243.75	1,508.92	0.00	45,527.44
OVERALL TOTAL	3,832.78	-1,259.40	-135.14	0.00	2,438.24

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## Appendix II

### Summit Planning Committee Update from Joyce Kinnear

1. Reviewed Zoom Events application capabilities and pricing. It looks like a 600 attendee event has a cost of \$1,200. Terry will engage with Zoom to determine what is included in this fee, and whether it is appropriate for the Summit. He will also look at monthly or annual packages.
2. In review of the budget, we believe the vast majority of the costs will be the events application and the Keynote Speaker. Last year, the Key Note Speaker was \$5,000 plus travel expenses. We are planning on the registration fees to cover our costs and make this a budget neutral event. WE will need to have an estimate on the cost of the Keynote Speaker in order to set registration fees.
3. We are drafting a schedule now. Events and workshops ae being developed for Tuesday evening through Friday evening, business activities on Saturday, with the Summit Worship Service scheduled for Sunday morning. The Worship Committee is working with us on the timing for the service. Business activities, including NAUA Strategic Plan and the Business Meeting, are penciled in for Saturday. The Keynote Speaker is slotted for Friday evening. Workshops, social activities, conversations and panel discussions will be held primarily in the evenings of Tuesday, Wednesday and Thursday, with the potential for a daytime event or two (especially if a European group is leading a workshop).
4. We will send a request to members to ask for their proposals for workshops, panel discussions, ice breakers or other activities for the Summit. It will also give people a "Save the Date" for the Summit. This will be included in upcoming Compass emails.
5. The group is interested in holding interpersonal and social interactions, along with workshops of a more serious nature. If possible, it would be nice to have more than one workshop at a time, at least for some time slots. Gail is working on a panel discussion with diverse NAUA members on why they joined the NAUA and where they would like to see it go. Sunil is looking for workshop leaders on a discussion on what NAUA can do to help smaller conversations. Terry had a variety of areas where he felt a "shmooze" or discussion with a committee or NAUA group would be good. We are also looking for some type of musical workshop, whether that is a singalong or something different. Joyce is suggesting another Communication Workshop, along the theme of the Communication Workshops in March.
6. Reminder: Summit Theme is **Building Bridges: Unity and Diversity**.

## Appendix III

### Proposal for the Development of an NAUA Program Council

Presented to NAUA Board of Trustees – April 9, 2025

Judi Durham, Chairperson, Member Services Committee

**Action:** I move that an NAUA Program Council be established to promote communication and coordination of activities amongst the various NAUA Programs (e.g. Academy, Member Services, Worship Committee, Communications, etc.). The Council will consist of representatives from each of those Activities and will periodically report to the Board of Trustees.

**Introduction:** I first thought of this idea several months ago, before the Board codified the Committees and began having committee reports at the Board meetings. Even with these clear improvements in our operating structure, I still see great value in creating a program council. Currently there are probably only a couple of programs, although I may be unaware of others, (e.g. Third Sunday Worship) that seem rather cut off from the rest of the Organization.

**Purpose:** To promote communication and coordination of the activities among the current NAUA programs and committees, with periodic reporting to the Board of Trustees. This would ensure that all sectors of our organization are aware of what others are doing, and to assure that NAUA is presenting a unified face of the organization to the membership.

**Composition:** The Program Counsel shall consist of a single, and preferably a consistent representative from the following committees, programs, and publications: Academy, The Beacon, Book Group, Circle groups, Forum Discussions, International Alliance, Communications, Member Services, Ministerial Support, Summit, Technology, and Third Saturday Worship Group.

**Proposed Meetings:** Every other month.

**Rational:** Such a Council would benefit NAUA by pulling now diverse programs and events together to share what they are doing, with the purpose of providing an opportunity for cross fertilization. Such coordination and cross fertilization could allow for diverse and in-depth examination or exploration of the same subjects by different programs or groups, while also preventing duplication of services. Such Informational exchange might also provide others with new ideas or access to speakers or participants that might not previously have been considered. It is not assumed that such coordination of programming would happen consistently, but rather as “the spirit moves”.

**Example:** The April 8<sup>th</sup> Academy session is on *The Role of Faith Communities in Abolishing Nuclear Weapons*. With coordination, an 8 week Circle group could be dedicated various aspects of Nuclear weapons or war; the Book group might read and discuss a related book (e.g. "Nuclear War: A Scenario" by Annie Jacobsen which offers a detailed look at the potential scenarios and aftermath), the The 3<sup>rd</sup> Saturday Worship group might lead a service on the Immorality of War, or how wars are often waged for 'religious' reasons. These could be followed with a related articles in the Beacon.

## **Appendix IV**

### **Procedures for the participation of NAUA members in NAUA Board of Trustees meetings.**

1. Any member of NAUA in good standing may attend a Board meeting as an observer. The member should contact the Secretary of the Board via a link on the NAUA website where the Board meeting is announced. The Secretary will provide the member with the Zoom link for the meeting.
2. A member of the Board may invite a non-Board member to participate in a meeting as a presenter or as an observer. No special approval is need for the Board member to extend such invitations.
3. A non-Board Member may request to bring an issue to the Board by (1) writing to the Secretary of the Board and (2) stating the issue that the member would like to address as an agenda item at a Board meeting.
4. The Secretary of the Board and the President of the Board will review the member's request and determine if the issue which the member wishes to raise should be included on the agenda of a Board meeting.
5. If the request is rejected, the Secretary will explain to the member why the request was rejected,
6. If the request is accepted, the Secretary will ask the requesting member for a succinct description of the issue for the agenda and for the proposed wording of any motion that the member plans to propose.