

DuPage Unitarian Universalist Church
Board of Trustees Meeting Minutes
January 16, 2024, 6:30 pm via Zoom
(Approval at the February 16, 2023 meeting)

Call to order: Ann Arellano

Roll Call: Board members: President: Ann Arellano, Caroline Bailey, Chris Cable, Brigid Coleman, Nell Haslett-Brousse, Katie Hay and Kelley Trombly-Freytag. Ex-officio member: rev. mandi huizenga; Tina Lewis, DME; Steve Cooper, DRE; Karen Hutt (COSM).

Board Covenant: Guided by our seven UU principles, we encourage unity, honesty, transparency, and communication. We model curiosity, patience, and active listening. We are prompt, prepared, focused, respectful, and welcoming to all at meetings. We offer and accept constructive feedback, honor all voices, practice discretion and speak with one voice, unified in our work with the congregation.

We will speak directly to a person with whom we disagree and will share differences courteously. If needed, we agree to a third party to mediate.

Welcome to Guests: Ann

Opening Words and Chalice Lighting: Ann

Gratitude:

- Rev mandi thanks the board for their Christmas gift.
- Ann appreciates the efforts of the Facilities Advisory Committee to prepare the church for the cold weather and monitor the building as the temperature dropped.
- Brigid is grateful that she got all of her family members to church for Joe Wilmarth-Tyna's Sunday service.
- Caroline is grateful that her car has been repaired promptly.

Check-in: Led by Ann.

Changes to the Agenda: None

Consent Agenda:

- Reports from the Minister, Staff, Committees reporting to Board
- Board of Trustees Meeting Minutes - December 19, 2024
- Consent agenda approved unanimously.

Items Moved from the Consent Agenda: none

Monthly Reports Discussion:

- Quick clarification on budget numbers.

Old Business:

- Capital Campaign update
 - Committee is moving along contacting the lead donors.
 - All are encouraged to attend the kick-off on February 11th. It will be fun.
- Policy 4, 5, 7 review status – Board review; 7.0 Business Meetings
 - Moving along. Board will review policy changes to Sections 4 and 5 next month.
 - Section 6 is postponed until next year to give Tina time to consider changes.
 - Board discussed Section 7 of Policy Manual. No changes are required.
- Liaison to Advisory Committee – description review and approval
 - Will be linked to each Board job description.
 - Several minor changes made.

New Business:

- Governance process review – Kelley: Repository
 - Kelley demonstrated navigation of the repository.
 - A task force be formed to clean it up
- Mid-FY Board goals and tasks review
 - Rev. mandi suggests that all committees share their goals to see how they fit together.
 - Board goal 1 is going well (Campaign Task Force).
 - Capital Campaign interviews will help meet goal 2 (How do we do church?).
- December Board growth and exploration (and assignment for Feb.)
 - The fourth place is where the future is imagined.
 - Lengthy discussion on DUUC as a third place and a fourth place.
- DuPage UU Church Vision Statement
 - It's time for a review of the DuPage UU Church vision statement. The process will be led by rev. mandi huizenga, per a charge from the Board. The expectation is that the work will begin in FY 2023-24 and be completed in FY 2024-25.
 - **Motion #1:** The Board moves to charge rev. mandi huizenga with forming a task force to lead the Congregation in a process of Vision and Mission statements review and revision to begin in FY 2024-25.
 - Motion passes unanimously.
- Housing allowance for rev. mandi.
 - An annual requirement for the IRS, the Board is charged with approving the housing allowance portion of rev. mandi's salary and benefits.
 - **Motion #2:** The Board moves that DuPage UU Church approve rev. mandi huizenga's housing allowance of \$48,000 as agreed upon for the calendar year 2024.
 - Motion passes unanimously.

Comments, Announcements, Other Business:

- Other Comments and Announcements

- Report from process observer/time keeper

Adjourn:

- Katie moved to adjourn the meeting.
 - Kelley seconded the motion.
 - The board voted unanimously to adjourn at 7:58 p.m.

Respectfully submitted by Katie Hay
Clerk, DuPage UU Church Board of Trustees

Appendix

Motions from January 2024 Board Meeting

- **Motion #1:** The Board moves to charge rev. mandi huizenga with forming a task force to lead the Congregation in a process of Vision and Mission statements review and revision to begin in FY 2024-25.
 - Motion passes unanimously.
- **Motion #2:** The Board moves that DuPage UU Church approve rev. mandi huizenga's housing allowance of \$48,000 as agreed upon for the calendar year 2024.
 - Motion passes unanimously.