

DuPage Unitarian Universalist Church
Board of Trustees Meeting Minutes
September 17, 2024, 6:30 pm in Founders Room and via Zoom

Call to order: Chris Cable at 6:30 PM

Roll Call:

X	Chris Cable President	X	Linda Clark Officer-elect	Z	Nell Haslett Treasurer
Z	Robert Smallwood Clerk	Z	Brigid Coleman Trustee	X	Suzanne Gowdy Trustee
X	Doug Kocher-Cowan Trustee	X	rev. mandi huizenga Minister, Ex-officio		

Z = via Zoom

Also attending:

Tina Lewis
Director of Membership & Engagement

Joe Wilmarth-Tyna (Z)
Committee on Shared Ministry

Steve Cooper
Director of Religious Education

Olivia Rodriguez (Z)
Governance Advisory Committee

Opening Words and Chalice Lighting - mandi huizenga

Board Covenant - read by Doug Kocher-Cowan

Guided by our UU values, we encourage unity, honesty, transparency, and open 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 respectfully.

Gratitude/Check-in

- *Bob Smallwood* thanked everyone for the words of encouragement following his coronary bypass surgery.

Changes to the Agenda: None

Consent Agenda - The Board moved and unanimously approved the following

- Reports from Minister and Staff
 - Director of Membership and Engagement Report -
DME September 2024 Board Report
 - Director of Religious Education Report - **DRE Report 2024-09**
 - Administrator's Report - **Administrator's Report – September 2024**
- Reports by Committees Reporting To Board
 - Finance Advisory Committee Report - **2024-09 September FAC Report**
 - Governance Advisory Committee report -
Sept 2024 Governance - Board report
 - Stewardship Advisory Committee Report -
2024-08 Stewardship Minutes Aug 22, 2024
 - Facilities Advisory Committee Report -
2024-09 September Facilities Board Report
DUUC Grounds Long Range Mgmt Strategy 2023-December.docx
Projected Facilities Unbudgeted Expenses 12/6/23
 - Committee on Shared Ministry report - **6-2024 COSM**
- August 2024 Board Meeting Minutes - **FY2025-02 August 2024 Board Minutes**
- Adopt UUO Retirement Plan Document
The Board moves to adopt the 2025 Restatement of the Unitarian Universalist Organizations Retirement Plan with an implementation date of January 1, 2025 and commits to complying with all the provisions of the Plan and the elections made by DUUC in the 2025 Employer Participation Agreement that we submit to the UUA Retirement Plan Committee and they acknowledge receipt and approve via counter signature of same.
- Approve Updated Clerk Job Description - **Proposed_JOB_Clerk.docx**
- Approve Resolution for Vanguard Signatories -
Resolution for Vanguard Authorized Signatories
- Appointment of Barbara Roethel to the Stewardship Committee.

Items Moved from the Consent Agenda: none

Old Business

- Mortgage Recast: Nell Haslett-Brousse reported that DUUC's mortgage with Old Second National Bank, Aurora (Loan # 60101016279) has been paid down from \$1,115,456.40 to \$150,516.89 where monthly payments have been reduced from \$7,096.99 to \$958.63.
Recast 2024.pdf. While a significant portion of the Capital Campaign pledges have already been paid, there was some discussion on how best to encourage timely adherence to outstanding pledges. It was thought that, while asking the Stewardship

Committee to take on that task might be overburdening it, it would be a good idea to consult with them on ideas moving forward

- **Action Item:** Doug Kocher-Cowan agreed to contact the Stewardship Committee on ideas about ways to encourage timely adherence to outstanding Capital Campaign pledges.

New Business

- The Board Ratified the Adoption of 24/25 Board Theme
 - Our theme is **Foundations for Our Future**
 - Suzanne Gowdy, author, explains: "In support of this year's DUUC Board goals, which include supporting the creation of our church's Vision Statement, defining existing church resources and exploring future resource needs (financial, capital, staffing) to carry out our church's vision, and engaging with local UU churches and organizations to discover and foster shared values, we submit that this year's DUUC Board theme will be "Foundations for Our Future."
- Board Goals
 - The Board Ratified its 24/25 SMARTIE Goals:
[W 2024-25 Board SMARTIE Goals Worksheet.docx](#)
 - Chris Cable said that SWOT analysis interviews will be addressed at the next Board meeting
 - rev. mandi huizenga said she will have a preliminary, long term staffing vision for the next Board meeting.

Comments, Announcements, Other Business

- rev. mandi said she would see if our Board members could attend the lunch portion of the UUA MidAmerica Regional Board meeting being held at DUUC on November 9th.
- Report from Timekeeper and Observers was positive
 - Joe Wilmarth Tyna, Committee on Shared Ministry
 - Olivia Rodriguez, Governance Advisory Committee

Book Discussion - The Board discussed pps. 1-31 of Margaret J. Wheatley's book, *Finding Our Way*.

Adjournment

- Doug Kocher-Cowan moved to adjourn.
- Unanimously approved

Respectfully submitted by
Robert Smallwood
Clerk
DuPage UU Church Board of Trustees

Attachments:

- September, 2024 Board Meeting Key Items (Motions Passed and Action Items)

September, 2024 Board Meeting Key Items

Motions Passed

- Adopt UUO Retirement Plan Document
The Board moves to adopt the 2025 Restatement of the Unitarian Universalist Organizations Retirement Plan with an implementation date of January 1, 2025 and commits to complying with all the provisions of the Plan and the elections made by DUUC in the 2025 Employer Participation Agreement that we submit to the UUA Retirement Plan Committee and they acknowledge receipt and approve via counter signature of same.
- Advisory Committee Appointments
 - The Board moves to appoint Barbara Roethel to the Stewardship Committee
- Approve Resolution for Vanguard Signatories -
Resolution for Vanguard Authorized Signatories
- Approve Updated Clerk Job Description - **Proposed_JOB_Clerk.docx**
- The Board Ratified the Adoption of its 24/25 Theme - **Foundations for Our Future**
- The Board Ratified its 24/25 SMARTIE Goals:
2024-25 Board SMARTIE Goals Worksheet.docx

Action Items

- rev. mandi huizenga said she will have a preliminary, long term staffing vision for the next Board meeting.
- Doug Kocher-Cowan agreed to contact the Stewardship Committee on ideas about ways to encourage timely adherence to outstanding Capital Campaign pledges.