

## **Feb. 19, 2025 Northwoods Board Meeting: Notes from Zoom AI, edited for clarity by Rev. Sarah)**

### **Meeting summary**

The board discussed the idea of holding board meetings on Discord, establishing a secretary to take notes, and revisiting the Sabbatical compensation details. They also discussed the creation of a capital reserve fund for building maintenance and repairs, upcoming events and initiatives at the church, and plans for sharing Bylaws revisions with the congregation. The meeting also discussed the Endowment Fund's plans for a drive/campaign in November, and the purpose of the Endowment Fund for long-term planning and investment in the congregation's future.

### **Next steps**

- Jeremy to present the approved endowment fund drive proposal to the endowment team.
- Courtney to upload endowment-related documents to the board's Google Drive and Discord.
- Mary and Jamie to coordinate on sending out Bylaws revision information to the congregation.
- Rev. Sarah to continue working on developing lay leadership for pastoral care.
- Stewardship team to discuss strategies for increasing pledges at their upcoming meeting.
- Jeremy to prepare rough budget numbers before the stewardship meeting.
- Board members to review the Bylaws revisions before the Town Hall on March 16th.
- Aaron to manage Discord roles and permissions for board-related channels.
- Courtney to give T. Dale and Scott access to the board's Google Drive.
- Reverend Sarah to recruit more participants for the sociocracy learning circle.
- Stewardship team to reach out to members who have paid less than 10% of their pledges.
- Board to follow up on the need for a vote on T. Dale and Scott's board positions.

### **Summary of Discussions**

#### **Testing Discord for Board Meetings**

In the meeting, Courtney proposed the idea of holding board meetings on Discord to test its functionality. Aaron agreed to set up a pre-bot meeting on Discord to test it out. Courtney also suggested adding time frames to the agenda items to keep the meetings concise. The team discussed the need for a secretary to take notes and keep the meetings on track. They decided to approve the minutes from December, January, and February in the next meeting. The Sabbatical discussion was also revisited, with the team deciding to finalize the compensation details. Jeremy presented a table outlining the pay per Sunday and other minister duties, and the team agreed to revisit the idea of a retainer for emergency pastoral care.

#### **Reverend Katie's Sabbatical Compensation Proposal**

Jeremy proposes a flat fee structure for Reverend Katie's compensation during Reverend Sarah's sabbatical. The proposal includes payments for Sundays, Christmas Eve, board meetings, worship arts meetings, and a weekly amount for pastoral coverage and professional expenses, totaling around \$8,000 for 17 weeks. The group discusses the definition of professional expenses and whether to include them as reimbursements or a fixed amount. They also consider how to structure the payments, possibly through the payroll system, and whether the total amount is appropriate compared to previous discussions.

### **Capital Reserve Fund Creation Discussed**

The board discusses the creation of a capital reserve fund for building maintenance and repairs. Jeremy reports that there was consensus at a recent meeting to establish this fund as a regular budget item, with contributions made monthly. The group agrees to keep paddle project funds separate from the capital reserve fund. They also discuss the need to communicate clearly with the congregation about these financial changes and increase transparency. The board considers various funding options, including potentially asking for pledge increases beyond the usual cost of living adjustment. Jeremy plans to discuss this further with the stewardship team to determine specific budget needs and potential pledge increase requests.

### **Church Initiatives and Lay Leadership**

Rev. Sarah discusses upcoming events and initiatives at the church, including the "Imagine Labs" series focusing on creating a culture of care and lay leadership. She mentions plans for a "Death Club" discussion group and potential changes to the second hour after service. Rev. Sarah also highlights the formation of a young adult group, recruitment for a sociocracy learning circle, and efforts to connect with local LGBTQ-inclusive congregations. She emphasizes the need to build stronger lay leadership, particularly in pastoral care and lay ministry areas. The discussion touches on the importance of improving communication about volunteer opportunities and potential changes to adult forum programming.

### **Bylaws Revisions and Reproductive Justice**

The Board discusses plans for sharing Bylaws revisions with the congregation. A town hall is scheduled for March 16th in the Garden Room. Mary will work with Jamie to communicate about the town hall through various channels like mass email, Beacon Bits, and order of service. The revised Bylaws will be shared electronically rather than printed due to length. The Board also discusses including a vote at the May congregational meeting for Northwoods to become a reproductive justice congregation. Courtney will share materials about this with the Board for review. The May meeting agenda will include voting on new Board members, the budget, Bylaws revisions, and the reproductive justice designation.

### **Endowment Fund and Fundraiser Timing**

The meeting revolved around the Endowment Fund and its potential use for a fundraiser in November. The Board originally had concerns about the timing of the Service Auction and the Endowment Fund drive, but Endowment is confident that the money spent at the Service Auction is not the same target as the money donated to the Endowment Fund, which often comes in the form of legacy giving. The Board discussed the possibility of holding an official vote to affirm the Endowment Committee's decision to hold a fund drive in November. The conversation ended with the Board members voting in favor of the Endowment Fund drive. The meeting also touched on the topic of the Endowment Fund's purpose and how it could be used for long-term planning and investment in the congregation's future.