



Northwoods Unitarian Universalist Church

1370 North Millbend Drive

The Woodlands, TX 77380

Phone: 281-298-2780

E-mail: office@northwoodsuu.org

Website: www.northwoodsuu.org



Northwoods Board of Trustees Meeting Minutes for Jul 16, 2025

- Trustees in attendance: Jaunetta Cooper, Beth Marshall, Aaron Valor, Austin Gatchell, Scott Witt, Jeremy Northum
- Additional participants: Rev. Sarah Prickett
- Board minutes for previous June 18, 2025, meeting were called to vote
 - Jaunetta moved to approve meeting minutes
 - Beth seconded the motion
 - Motion passed
- Leadership Development Committee candidate Alina Glassberg
 - Jaunetta moved to vote
 - Beth seconded the motion
 - Motion passed
- Vanguard Organization Resolution Form (especially Section 1-3 and Section 4, Option A) brought up for review
 - Aaron shared copy of form on screen for review, taking care to not display private information
 - President, treasurer, and secretary will need to sign
 - Jaunetta motioned to approve the Vanguard Organization Resolution Form, to approve Terry L. Leyenberger and Jeffery D. Scheerhorn as persons who are authorized to conduct transactions for the Northwoods Unitarian Society of Greater Houston, and to require signatures from the President, Treasurer, and Secretary of the Board of Trustees
 - Aaron seconded the motion
 - Motion passed
- Set date for board retreat

- Rev. Sarah suggested training materials and offered to meet with Aaron for retreat ideas
 - September 5-6 or 12-13 suggested, to be confirmed when all board members are present
- Rev. Sarah discussed her Minister's Report
 - Requested annual minister's eval
 - Requested that \$1,700 in unspent professional funds from last year be rolled into this budget year
 - Jeremy: Would require change to budget
 - Modified request: Request later if needed
 - Jeremy agreed to get Rev. Katie's contract signed
 - Rev. Sarah offered invitation to HUUMA Leadership Workshop on August 23 and asked interested board members to join
- Treasurer's report
 - Report for fiscal year in Google Drive
 - Pledge income \$9,000 below budget but other sources brought income \$10,000 above budget
 - Paperwork updated with Amegy
 - Paddle projects will need separate bank account; Jamie can help with this
 - Jamie can provide information to know if a check has been received by the church
 - Aaron asked about budget overage
 - Jeremy: Overage rolled into buffer
 - Beth suggested waiting until after Service Auction to decide on what to do with budget overage
- Discussion of Board Communication Agreement
 - Scott Witt raised concerns about email and communication volume
 - Rev. Sarah suggested list of board and committee emails for congregants, board email address
 - Jeremy raised concern about Discord and Facebook crowds; suggested board email to bridge the gap
 - Jaunetta affirmed importance of allowing congregants to easily communicate with board

- Rev. Sarah highlighted security benefits of having board email address rather than exposing individual members' addresses
- Board minutes section needs to be filled out
 - It was noted that the minutes need to be posted to the website and provided in paper form within 15 days, though this may need to be revised
 - Hosting approved meeting minutes on Google Drive for public view was suggested
 - Rev. Sarah suggested approving minutes before next board meeting
 - Austin agreed to provide meeting minutes within 7 days following each board meeting
- Discussion about other members' reports and timeframe for review
 - Jeremy affirmed that he could produce treasurer's report at least 2 days prior to board meetings if needed
 - Rev. Sarah agreed that this is a reasonable request
- Mission and Vision, Part 1
 - Sarah opened discussion with description of Mission and Vision exercises every 5-7 years to determine the church's identity and increase participation
 - Jaunetta, Beth, and Aaron agreed that it would be a good opportunity to use Sociocratic Circles
 - Jaunetta suggested waiting for Rev. Sarah to return from sabbatical before starting
 - Rev. Sarah suggested that the board do prep-work if the church is to wait until Spring
 - Jaunetta suggested discussing this at board retreat, to which Aaron agreed

Action Items

- Aaron, Jeremy, and Austin: Sign Vanguard Organization Resolution Form
- Rev. Sarah and Aaron: Meet for board retreat ideas
- Jeremy: Complete and sign Rev. Katie's contract
- Jeremy: Work with Jamie to open bank account for paddle projects
- Board: Provide email list of board members and committees for congregants
- Board: Check with Tdale and Courtney to finalize board retreat date
- Board Members: Get in touch with Rev. Sarah about HUUMA Leadership Workshop on August 23rd