**Quimper Unitarian Universalist Fellowship**

**Board of Trustees**

**Minutes May 17, 2023 6pm**

**QUUF RE2/3 and Via Zoom**

https://youtu.be/\_dWtHYFl-sY\_\_;!!K-Hz7m0Vt54!kxbinH68mMGBgFetYxsZiatep5YUKKB1NdVY5OfPARedHTCvBddT-sOj4F5TrelOvj5phsIv2nc$

**Meeting Called to Order,** recording on.6:00

Attending: Larry Morrell, Frances Loubere, Roseanna Almaee, David Rymph, Bruce Zalneraitis, Jesse Wild, Rob Wamstad, Liesl Slabaugh, David Covert. Kate Kinney excused.

Observers: Julia Cochrane, Jo Blair, John Collins, Share DeWeese, Sandy Tweed, Kathy Stevenson, Deb Carroll, Christina Tweed, Jenell DeMateo, Maria Mendez.

**Land Acknowledgement**

We acknowledge that these waters, mountains, valleys and shorelines are the traditional territory of the S’Klallam and Chemakum peoples. We will work to restore and sustain their homelands and all living beings.

**Spiritual Practice and Opening**

**Reading.** A Gadfly Report, Dennis McCarty

**Check-in by Board members.**

**Chalice Lighting.**

**Opening Announcements or acknowledgements**

Assign process and time observer, Liesl Slabaugh.

1. **Approve Meeting Agenda**

**Motion:** Roseanna Almaee moved to approve the meeting agenda; Jesse Wild seconded the motion; no objection, approved.

1. **Consent Agenda**
	1. Approval of Minutes of April 19 meeting.
	2. Proposed Bylaws Amendments approved by board via electronic vote.
	3. Amend charter for Denominational Affairs; adding paragraph 11 regarding Inclusion and Equity, see [**Attachment G**](#AttachmentG).

**Motion:** Roseanna Almaee moved to approve the consent agenda; Jesse Wild seconded the motion; no objection, approved.

1. **Standing R****eports**
	1. **President’s Report – See** [**Attachment A**](#AttachmentA)
	2. **Minister’s Report – See** [**Attachment B**](#AttachmentB)
	3. **Treasurer’s Report –** See **[Attachment C](#AttachmentC)**
		1. Motion to approve Treasurer’s Report

**Motion:** Liesl Slabaugh moved to approve the Treasurer's Report; Roseanna Almaee seconded the motion; no objection, approved.

* + 1. 2023-24 Annual Budget

**Motion:** Roseanna Almaee moved to approve the 2023-24 Annual Budget for presentation to the congregation; David Rymph seconded the motion; unanimous vote, motion approved.

 The board will schedule a mid-year review and if significant modifications are necessary, the Board will call a congregational meeting to modify the budget.

1. **Trustees’ Reports – Congregational Committees** 6:52
	1. **Endowments – Bruce Zalneraitis**

Nothing to report

* 1. **Nominating Committee see** [**Attachment I**](#AttachmentI) **– Jesse Wild**

There will be meetings with candidates on May 21 (meet and greet) and June 4 (candidate forum presentation) after the service

1. **Board Task Force and Committee Reports**
	1. **Communications committee – David Covert**

By consensus, the Board agreed to terminate publication of Letters to the Board. Communication to the Board will still be open and encouraged through email to the individual Board members or the entire Board through the email address, board letters@quuf.org. An announcement in the May 26 Weekly Update will describe various ways to Communicate with the Board and Board Committees.

* 1. **Governance Task Force – See** [**Attachment D**](#AttachmentD) **– Frances Loubere**

**Motion:** Frances Loubere moved that the Board post this Communications Policy as written below as a pending policy on our Board Policy Development and Approval Webpage for members to read and provide feedback to the GTF; motion seconded by Roseanna Almaee; 7 votes in favor, 2 votes opposed, motion carried.

**Communications Policy**

All QUUF congregational and public communications, other than those from the Board, are under the purview of the Minister of QUUF. The Minister or their designee has decision-making authority over both content and method of communication. Communications may additionally require Board approval, as indicated in the Bylaws.

**BREAK** 7:24 recording off; 7:30 recording on.

* 1. **Widening the Circle See** [**Attachment E**](#AttachmentE) **– Diane Haas**
	2. **Healthy Community Team** [**See Attachment F**](#AttachmentF) **– Roseanna Almaee, David Rymph**
	3. **Denominational Affairs see** [**Attachment G**](#AttachmentG) **– Roseanna Almaee**
	4. **Personnel Committee see** [**Attachment K**](#AttachmentK) **– Rob Wamstad**
	5. **Fundraising Coordinating Committee** [**See Attachment H**](#AttachmentH)
1. **Motions, proposals, invited presentations, etc.**
	1. **Annual Meeting Planning – June 11**

Annual Meeting outline, sequence of events, was presented.

A full Annual Meeting Agenda in under development.

The voting sequence, voting process and back-up plans were discussed.

The wording of the proposed amendment number one to the QUUF Bylaws regarding the voting process, Art IV, Section 7.C., shown below, was noted to be in error by one word. The term "Rank Choice Voting" should be replaced with "Ranked Choice Voting" as shown to comply with accepted voting terminology.

Article IV Section 7.C. MULTIPLE CANDIDATES: For any elections to positions created by these Bylaws where there are more candidates than open positions, Ranked Choice Voting may be used and the rule requiring a majority vote for election of a particular candidate may be waived. The manner of voting to be used shall be determined by the Board, and will be published in the notice prior to that election.

**Motion:** Larry Morrell moved to change that word to comply with accepted voting terminology; Roseanna Almaee seconded the motion; no objection, approved.

The date for submitting all materials for the Annual Meeting to the office will be May 24 in order to be ready for publication on Sunday the 28th of May.

1. **Executive Session** 8:09

**Motion:** Roseanna Almaee moved to regroup in executive session; Jesse Wild seconded the motion; no objection, approved.

**Return from executive session** 8:23

 **Next Board Study Session**

 June 1, 2023, 6 to 8pm in-person. See Calendar for details.

**Motion:** Larry Morrell moved to adjourn the Board Meeting; seconded by David Covert; so moved.

**Extinguishing the Chalice:** Our Closing Words.

**References**

**Open Questions for QUUF Vision building from 2021 BoT Retreat**

Together how can we better meet the spiritual needs of our community?

How can we create a more unified, diverse, equitable and inclusive
QUUF community for all?

**QUUF Board Covenant (revised 9/14/15)**

As Board members of the Quimper Unitarian Universalist Fellowship, we will:

1. Hold in love all that we do for QUUF and the Board. Love serves to make service on the Board a spiritual experience.
2. Listen mindfully and deeply, encourage each other, work toward trusting relationships in order to transcend our individual limitations and achieve a greater result.
3. Seek consensus, honoring dissenting opinions. We will speak with one voice about Board decisions once they are made.
4. Be prepared to achieve the goals we collectively set, keeping in mind the spirit, cooperation, and joy.
5. Resolve our conflicts in a timely manner. Forgive each other and ourselves.
6. Speak honestly and be discerning about what needs to be kept confidential.
7. Express sincere appreciation of each other.
8. Maintain a sense of humor.
9. Represent the congregation by listening to their concerns and dreams and by acting in their best interest.
10. Be guided by the Seven Principles.

**Attachment** **A**

**QUUF Board of Trustees**

**President’s Report – May 17, 2022**

1. Study Session on May 4: Evaluation and discussion of bylaws proposals and possible options for elections where there are multiple seats and even more candidates. Board elections have 4 opens; 6 candidates from the Nominating committee and potential for two more petition candidates: 8 candidates running for 4 seats.
2. Coordination with Finance Team on the options to close the income gap to fully fund fellowship operations for 2023-24. Ideas include equity line of credit using fellowship real estate property as collateral; additional fundraising events; more building rental; additional appeals for pledging throughout the year.
3. Executive session focused on annual meeting logistics.
	1. Proportional Ranked Choice Voting (PRCV) software (free; open-source) tested and verified to follow PRCV rules.
	2. Discussed ballot-handling using a parallel process to verify results; i.e. two independent paths; compare results & resolve any discrepancies

For a COMPLETE demonstration, technical and legal background see: <https://www.youtube.com/watch?v=ohS3PZUeoHY>

This is a very detailed recorded webinar focused on civil elections using RCV with Open Source Election Technology – considered a disruptive technology for democracy.

Pending

1. Alternate decision-making systems (Discernment/sociocracy, majority rule, gradients of agreement)

Respectfully,

Larry Morrell, President

QUUF Board of Trustees



[Return to Agenda](#Agenda)

**Attachment B**

**May Minister’s Report: Kate Kinney**

**New Members:** There were two sessions for new members and 4 people attended. They were enthusiastic and genuinely involved.

**Sunday Services:** There are two new members, and more are needed. Sunday services finalized for summer.

**Memorials:** The Lauritzen memorial was well attended, and pastoral care helped with the set up. The memorial for Irv Mortensen will be on June 17.

**Wild Church:** The group gathered on April 22and is thriving.

**Executive Team:** Gathered on May 12. The major topic was the Annual Meeting and our voting procedure.

**Pulpit Exchange:** Preached on April 23 at OUUF and it was fun to see a different community.

**Hildegard Retreat:** 53 women came to the event and the feeling was positive and energetic. There were some members who had not come since begore the pandemic.

**Program Council – Report to the Minister**

**May 13, 2023 Program Council**

Ø All Community Master Calendar is being created. This is for recurring events.

Ø May 21 service – will have volunteer sign-ups after the service in FH.

Ø Team/Committee Guidebook has been updated and distributed to teams.

Ø Proposed policy to be sent to GTF:QUUF Teams shall adhere to all QUUF policies, including Open Meetings, Right Relations, One Pot and Alignment, etc. The leadership of a team must be QUUF members with full control of decision making and financial responsibilities. The fiduciary responsibilities should rest within QUUF.

Ø New procedure: Affinity Groups will renew/update their paperwork before sign ups in September. This will include an agreement to be in alignment with QUUF policies.

Ø Concern discussed: An Affinity group activity is out of alignment with policy, but we don’t have a procedure to address or accountability measures in place.

**These Councils met this month –** and some highlights:

**Community Council:**

Ø CC will coordinate an All Community Picnic at the end of summer – Aug. 27.

Ø CC has requested liaison from RE for more family involvement/intergenerational planning.

Ø Concern discussed-Affinity Groups **–** What are the parameters? Designed for members, but open to others. Not intended to be advertised widely (Nextdoor), more on an individual basis. Affinity Group definitions and purpose and scope need to be clarified before September.

Ø Related, who can be a public voice of QUUF? Will discuss more and maybe recommend a policy.

Ø Deb Bouchard is considering chair for Community Council

**Social and Environmental Council –** Our Social and Environmental Justice Council has been hard at work on our goals for the year. We are collaborative, engaged, and steady.

**Spirit Council** – meets quarterly. The Aesthetics Team has reserved a space in the FH for children’s art. Meditation is developing a relationship with Vashon UU congregation. Concern expressed about the complexity of the technology of hybrid services and only two people in the congregation who can manage it. If both are unavailable at the same time as will occur during June for one Sunday, how will that be handled? Doug and Christina participated in a UUA training offering other congregations information about how we are handling hybrid services. A software geek is a sorely needed addition to the Production Team. (Possibly a kid aged 10 and up).

To be scheduled: **Growth and Learning** – attempted to have a meeting, but it did not work out. Frank Layden from A-HA is considering being Lead for the Council.

Submitted by Diane Haas,

Program Council Chair.

**May Director of Family Ministry Board Report**

From our Earth Day Cleanup Field Trip to the Hindu Cultural Center adventure, we are in a particularly fun part of the year. We’ve also had a number of new families with young kids (childcare and preschool) start attending, so things feel pretty sweet in RE world right now. Both Bridging and Coming of Age services in May are the culmination of a lot of work on behalf of our youth, mentors, and advisors and they have done a tremendous job. We just got another youth signed up for Camp Blue Boat and advisor Cynthia Becker has been kicking butt on organizing for our region’s camps this summer – and with six youth going we tie with Seattle UU for sending the most youth in the region this year! Our memorial weekend intergen retreat Quimper Camp has \*87\* people going, which is the third-most we’ve ever had (and just 6 under our max of 93 in 2018) and I am thoroughly excited and only slightly nervous. That’s 696 meals to make over four days! It’ll be grand.

[Return to Agenda](#Agenda)

**Attachment C**

**Treasurer’s Report to the Board**

May 12, 2023

 The information below summarizes highlights from April 2023 and is 83% of the fiscal year.

**Income**:

Current Year Pledge Income at the end of April was $405,112 which is $37,432 below the same period for last year. Total income at the end of April is $483,228 which is $2,601 above the same period for last year and 86.8% of the annual budget which is $556,685. Pledge income represents **84%** of the total income to date.

**Expenses**:

Total expenses for April are $55,672 which is $3,462 less than last year for the same period. The expenses for the fiscal year to date are $463,978 which is $20,983 less than the same period last year and 79.3% of the annual budget.

At the end of April our reserves are as follows:

Operating Reserve $74,347

Maintenance Reserve $109,385

Capital Reserve $13,479

Total $**197,211**

**Balance Sheet as of April 30, 2023**:

**Assets**:

Total Cash: $191,038

Investments: $293,350

Overall Total Current Assets: $**484,388**

Temporarily Restricted Funds $178235

Permanently Restricted Funds: $17,100

**Liabilities**:

 Current Liabilities: $55,125 Prior Year: $91,982

Long-term Liabilities: $256,541 Prior Year: $280,082

**Total Net Assets:** This year: $2,145,497 Prior Year $2,219,552

*The following numbers are as of 04-30-2023:*

The current pledges to date: $464,980

The amount paid so far to date: $405,112

The amount outstanding for the year: $ 59,868

The FY 22-23 annual budget for pledges: $488,675

[Return to Agenda](#Agenda)

**Attachment D**

**Governance Task Force Board Report**

May 12, 2023 – Submitted by Frances Loubere

**Members:** David Alvarez, Phil Burwell, John Collins, Julia Cochrane (Recorder), Diane Haas (PC liaison), Frances Loubere (Chair, Board), Anne Weaver, Bruce Zalneraitis (Board)

Cynthia Becker resigned at our April 26 meeting in order to focus on QUUF and UU youth. As an original member (2019) her historical knowledge will be missed as well as her leadership. Thank you, Cynthia. Frances will serve as sole chair until July.

GTF meets in person on the second and fourth Wednesdays of the month in RE 2&3 except when circumstances require otherwise. Remote attendance is with advance notice.

**Potential Bylaws Updates**

GTF and Bylaws/Ops Manual subcommittee forwarded recommendations for changes to the Bylaws needed for alignment with our shared governance structure.

**Operations Manual Updates**

GTF is comparing the manual with several years of Board minutes to make sure that all policy and other Board votes are accurately reflected in the content of the current manual before we bring changes to the Board.

Jenell (QUUF Administrator) will be part of continued discussion to reorganize the content, and structure of the Ops Manual and include a glossary and document control system.

**Glossary**

We edited this draft (David Alvarez) document using Google Docs. This work is ongoing.

**Policies**

**QUUF Communications Policy**. A Board/GTF subgroup met with staff to discuss this proposed policy and this was also discussed at our 5-10 GTF meeting. The purpose is to clarify decision-making authority for our various internal and external QUUF communications in order to avoid confusion over the summer and into the future. Wording will be brought to the 5-17 Board Meeting.

**Grievance Process/Policy**

We began discussion of the Grievance Process forwarded by the Healthy Community Team. The Safety and Risk Management Policy adopted in 2017, and referred to in the Grievance Process needs updating to reflect changes in our structure since then. The draft Grievance Process/Policy will be reviewed again at our 5-24 meeting prior to Board consideration.

**Program Council**

Diane as new PC chair is the liaison to GTF. GTF will continue to provide information and support when needed. The Minister’s Report will include the Program Council Report.

**Bylaws Review Committee recommendations**

Now that the Board has approved a Bylaws Review Committee for 2023-24, members need to be appointed. David Alvarez and John Collins are willing to serve from GTF.

[Return to Agenda](#AgendaPage2)

**Attachment E**

**Widening the Circle Committee**

Board Report May 2023**

Here are updates of the things we are working on:

* We are planning a follow up ‘reunion‘ on June 1 with folks that participated in the discussion group on Mistakes and Miracles, the UUA Common Read. We will discuss our plans and how things have progressed in our respective congregations.
* We are preparing for a worship service in the summer about Widening the Circle – scheduled for July 9.
* We had a ‘non-agenda’ meeting where we discussed the difference between pluralism and multiculturalism – the nuances.
* We are continuing to prepare for a follow-up from the previous training. Our working title is “The Power of Transformation”. It will have some UU history and then discussions regarding the ‘Common Threads’ that help congregations evolve to be multicultural, anti-racist Beloved Communities.
* “WTC Tidbits” in the Friday Updates. These are small educational pieces. The purpose is to expand our common understandings of terms and concepts related to anti-racism. From everything we have read, this is an ongoing process.
* We are going to have an end of the year gathering and celebrate our time together.
* Several of us are going to GA – and hope to attend workshops that will inform and invigorate our efforts in expanding equity and inclusion in our congregation.

We meet on the 1st and 3rd Tuesdays of the month on zoom. Our committee is:

Diane Haas – chair; Julia Cochrane – scribe, Frances Loubere – Board liaison, John Collins, Kathy Stevenson, Shawn Risley, Nancy Sendler, Kathleen Holt, Cecelia Flickinger, Rick Cote, Roseanna Almaee

Respectfully submitted,

Diane Haas, Chair of WTC

[Return to Agenda](#AgendaPage2)

**Attachment F**

**Healthy Community Team**

Report to Board from Healthy Community Team: mid- April to mid- May activities

Met April 19, May 3 and May 17 for scheduled meetings; emergency meeting with BOT on April 28.

* Continued facilitating weekly post-Sunday service Conversation Circles; people seem to appreciate the format and topics. Will break for the summer.
* Worked with board members to discuss a possible facilitation plan for their situation.
* Monitored AskHCT email and responded accordingly.
* Continued the recruitment plan to identify / interview candidates for two-year HCT terms.
* Initiated planning to on-board new HCT members in June.
* Maintained the Weekly Update announcements and added an offer of tips and coaching assistance with “difficult conversations”; one person responded so far.
* Refreshed the HCT website.
* Brainstormed for future alternative communication events: pilot report on 1:1 conversations and possible advancement to 2:2 on difficult topics, Speed Chat, facilitating small groups with back-and-forth discussion on difficult topics, caucusing as in youth service in January 2023.
* Discussed communication ideas brought to us by others in the congregation.
* Discussed ways to train and involve other teams/committees in communication techniques.

[Return to Agenda](#AgendaPage2)

**Attachment G**

**Denominational Affairs Committee**

**CHARTER: Denominational Affairs Committee (DAC)**

**Approved by Board 11-16-22 revised**

**QUUF By-Laws**

ARTICLE II. PURPOSES

Section 1. The purpose of this Fellowship is to provide a spiritual and liberal religious community that examines, embraces, and practices the seven principles of Unitarian Universalism as established by the Unitarian Universalist Association of North America, the Quimper Unitarian Universalist Fellowship Mission Statement, and related documents adopted by the Fellowship. Section 2. The Fellowship is a non-profit organization. All financial matters shall be administered under the direction of a Board of Trustees (hereafter called the Board), to the benefit of the members of the Fellowship.

ARTICLE III. ORGANIZATION

Section 1. AFFILIATION: The Fellowship shall maintain membership in the Unitarian Universalist Association and any regional council of the Unitarian Universalist Association deemed appropriate by the Board.

1. **MISSION: What is the purpose and/or goals of this Committee?**
* To facilitate our democratic obligation to have QUUF represented at General Assembly and other Unitarian Universalist Association (UUA) business meetings and Pacific Western Region business meetings.
* To educate and inform the congregation about the UUA, Pacific Western Region, and other entities.
* To engage with and utilize resources of the UUA.
* To inform Ministry Teams, Board Committees, Task Forces and Board of Trustees of resources available through the UUA.
* To connect with other UU Congregations in the Puget Sound region and beyond.
* To connect with other denominations in our community.
* To coordinate with minister and staff on Denominational issues and resources.
1. **MEMBERSHIP:** The Denominational Affairs Committee is a Board Committee. Congregants are invited to join the Committee via the Weekly Update, and at the Reconnection Fair, and is adherent to the Open Meeting Policy. There is a page on the QUUF website.
2. **LEADERSHIP: How is the chair(s) selected?** The chair is recommended by consensus, and approved by the Board.
3. **DECISION MAKING: How does this Committee make decisions?** We work towards consensus, but if that doesn’t work will go with majority vote.
4. **CONFLICTS: How does this Committee intend to manage conflicts?** We follow the Right Relations Covenant and will speak to each other if there is a conflict. As a Board Committee, if we need guidance over a disagreement, we will seek counsel from the Board.
5. **MAJOR ACTIVITIES: How does this Committee advance QUUF’s mission and goals? What are the major tasks of this Committee?** We keep abreast of UUA and Pacific Western Region activities and offerings. We pass on pertinent information to other entities within QUUF. We track business items. We develop procedures for delegates to GA to be selected, trained in all aspects of the role. We utilize the UUA leadership and sister congregations to educate ourselves and live our UU values.
6. **SUCCESS: How does this Committee conceptualize success, and how can success be measured?** The two past GAs we had our full allotment of delegates to GA. We have congregants using UUA resources and joining groups. We hope to engage many people in conversation about all UU and Pacific Western Region business. Measuring success could come from a survey about people’s understanding and connection to Unitarian Universalism.
7. **BUDGET: What financial resources does this Committee need from the QUUF General Fund?** **Are there other funds this Team has access to or generates?** When congregants need financial assistance to attend UU workshops and GA, they apply to the Endowments Committee. Many congregants cover their own costs for attending UU functions and buy their own resources. We do not want anyone to be turned away from participating due to funding.
8. **MEETINGS: How often does this Committee meet? How are meetings called, and by whom and with what notice period (beyond the 3-day calendaring requirement)?** **How are minutes and meetings publicized?** We established a monthly meeting which is posted on the calendar. The minutes will be in QUUF archives.
9. **COMMUNICATION: How does this Committee communicate its activities and accomplishments to the QUUF membership?** We have periodic announcements in the Weekly Update, a page on the website, and submit an Annual Report. There will be a bulletin board display periodically.
10. **INCLUSION AND EQUITY: What are some ways this committee engages our QUUF goals of being inclusive and equitable?** Unitarian Universalism is a religion of seekers for compassion, justice, and inclusion. This committee is centering our work on lifting up UU values at QUUF, to explore and deepen our understanding of inclusion and equity. In partnership with the Widening the Circle Committee, we seek to bring resources to congregants, as well as opportunities to meet and discuss and learn from each other. Through self-examination, and listening to each other, we can be solidly on the path to beloved community, where truly, all are welcome.

[Return to Agenda](#AgendaPage2)

**Attachment H**

**Fundraising Coordinating Committee**

[Return to Agenda](#AgendaPage2)

**Attachment I**

**Nominating Committee**

**Sunday May 21 – will be a meet and greet for all the candidates that can make it – after the service.**

**June 4 –** there will be a candidate’s forum in the Sanctuary – after the service. Candidates will have up to 90 seconds to introduce themselves letting people know who you are and why you are running for this position, followed by a Q&A period.

**June 11 @ 1PM is the Annual Meeting which is an IN PERSON ONLY event.**

The following candidates have either applied through the Nominating Committee’s process or turned in petitions:

**Board –** 4 positions are open, 3 for three-year terms, and 1 for a one-year term.
**Nominated Candidates:** (these candidates applied through the Nominating Committees process) David Alvarez
 Elizabeth Walker
 Mary Tyburski
 Sarah Walker
 Roseanna Almaee
 Joanna Sanders

**Petition Candidates:**

 Gary Nelson

 Sarah Hull

**Endowments –** 2 positions are open, each for 3-year terms.
 **Candidates:** Jean Walat
 Sandy Tweed

**Nominating –** 1 position open for a 3-year term.
 **Candidate:** Mike Morrissey

For more information: <https://www.quuf.org/events/2023-annual-meeting/>

**[Click here to view Information about Congregational Committees](https://www.quuf.org/pdfs/Committees/2023-NomComPresentation.pdf)**

**[(Board, Endowments, Nominating)](https://www.quuf.org/pdfs/Committees/2023-NomComPresentation.pdf)**

**[Video about the 3 Congregational Committees](https://youtu.be/zFhS5U5L8RA)**

The Nominating Committee is a Congregational Committee, elected by and answerable to the Congregation as a whole. It is a standing committee of 4 directly-elected members serving three-year terms and one voting representative from the Board of Trustees. Its meetings are open except when discussing and members enter into a Confidentiality Covenant regarding individuals discussed.

**Confidentiality Covenant**

As members of the Nominating Committee, which is a congregational committee, we are entrusted with the confidence of others. The ethical principles of confidentiality require that information shared in this committee meeting about individuals will not be shared with anyone outside of the five committee members.

The minutes of the Nominating Committee will inform the board and congregation of our process. Within the process of vetting the committee, we can collectively decide to get more information from congregants and staff.

**Committee Mandate:**

The Committee is tasked with identifying candidates to stand for election to fill vacancies on the Board of Trustees, the Endowments Committee, and the Nominating Committee. Thus, it begins its work each September, generally meeting monthly, to:

* Educate the congregation about the work of these committees and the qualities and skills needed for each,
* Publicize upcoming vacancies and solicit recommendations from the Fellowship of potential candidates, and
* Recruit candidates to stand for election at the Annual Meeting each June.

**Desirable Qualities:**

There are many qualities that are helpful for Nominating Committee members, including:

* An interest in further opportunities for inclusive leadership among QUUF members,
* Multiple experiences at QUUF and other UU Congregations which provided opportunities to meet and work with a variety of congregants (we appreciate the difficulties that COVID-19 has presented for engagement for newer congregants),
* Good listening skills and active participation in discussions,
* Curiosity to meet and learn about new congregants,
* An open mind and heart, and
* A commitment to the Confidentiality Covenant.

**For More Information:**

If you’d like to learn more from current members of the Nominating Committee or the Nominating process, please contact nominations@quuf.org:

* Julia Cochrane co-chair and scribe
* Share DeWees co-chair
* John Collins (member-at-large)
* Mike Morrissey (member-at-large)
* Jesse Wild (board representative)

[Return to Agenda](#AgendaPage2)