**Quimper Unitarian Universalist Fellowship**

**Board of Trustees**

**Special Meeting Minutes for Sunday, July 6, 2025 12:30pm**

**RE 2/3 and Via Zoom** [**Meeting Recording**](https://www.youtube.com/watch?v=P0o557Ynu0g)

**Present:** Peg Hunter - facilitator, Julia Cochrane - scribe, Bill Testerman, Joanna Sanders, Dean Carr, Roseanna Almaee (virtual), Gary Forbes (virtual), Reina Garcia (virtual), Sarah Walker (virtual).

**QUUF MISSION/LAND ACKNOWLEDGEMENT**:

**Meeting Called to Order (12:35)**

**Spiritual Practice and Opening**

Chalice Lighting and Opening Words from John O’Donahue

Board Check-in

**Opening Announcements or acknowledgements (12:45)**

* Welcome to new and continuing Board members.
* Notebooks and badges – Kudos for Roseanna and Jenell on these. Additional inserts are forthcoming.
* Sign-up sheet for pulpit announcements was circulated for the period through August 31. A link will be provided to new board members for access to welcoming words.

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| --- | --- |
| July 6 | Bill Testerman |
| July 13 | Dean Carr |
| July 20 | Peg Hunter |
| July 27 | Sarah Walker |
| Aug. 3 | Joanna Sanders |
| Aug. 10 | Roseanna Almaee |
| Aug. 17 | Roseanna Almaee |
| Aug. 24 | Reina Garcia |
| Aug. 31 | Bill Testerman |

**Process Observer role: Bill Testerman**

**Approve Meeting Agenda:** Dean moved, Roseanna 2nd, Unanimous

**Unanimous Approval of Consent Agenda as follows:** Roseanna moved, Gary second

* Board Member Roles and Responsibilities Chart – see [**Attachment A**](#akj8srgt9stu)
* Calendar-Schedule of meetings and study sessions confirmed as:
  + Study Sessions: (all) second Tuesday of the month 4-5:30 Executive Committee (officers only): third Thursday of the month 4-6:00
  + Board Meetings: (all) fourth Thursday of the month 4-6:00. Exceptions: Thursday, November 20 and December 18 from 4-6pm (Gary gone 12-1 to 12-18)

**Discussion topics:** (1:00)

* President – Peg Hunter led a review of board officer positions and committee assignments. Without objection, the following were approved:
  + Vice President – Roseanna Almaee
  + Secretary – Joanna Sanders
  + Treasurer – Julia Cochrane

Moved that Julia B. Cochrane assumes the role of treasurer for the 2025-2026 fiscal year.

Moved Peg Hunter, second Roseanna Almaee. unanimous

* Initial interests and commitments for 2025-2026 (see below). Action for next meeting: Continue discussion of remaining assignments.)
* Additional roles: special events, retreat, social gatherings

**BREAK** (1:25)

**Finance: Authorization of Board members to be check signers** (1:35)

**Motion**: Julia B. Cochrane, Sarah Walker, Dean Carr, and Joanna Sanders are authorized signers for the fiscal year 2025-2026. Moved Peg Hunter, 2nd Julia Cochrane – Unanimous.

**Motion to go into Executive Session:** Moved Julia, 2nd Bill. Unanimous.

**EXECUTIVE SESSION** – Personnel Updates (1:45)

**Motion to leave Executive Session:** Moved Bill, 2nd Dean. Unanimous.

Moved to adjourn: Moved Bill, 2nd Dean. Unanimous. (1:58)

**ADJOURN** 2:00

**UPCOMING MEETINGS:**

* Exit Interview (old Board only) – July 9 at 4:00
* Executive Committee (officers only) – July 17 at 4:00
* Board Meeting – July 24 at 4:00

| BOT ASSIGNMENTS  2025-2026 | Sarah W. | Rose-  anna | Peg | Julia | Joanna | Gary | Reina | Dean | Bill |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Number of Assignments | 3 | 5 | 4 | 6 | 4 | 3 | 2 | 3 | 2 |
| **Officers** |  |  |  |  |  |  |  |  |  |
| President |  |  | X |  |  |  |  |  |  |
| Vice President |  | X |  |  |  |  |  |  |  |
| Secretary |  |  |  |  | X |  |  |  |  |
| Treasurer |  |  |  | X |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Executive Committee |  | X | X | X | X |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Standing Committees** |  |  |  |  |  |  |  |  |  |
| Finance –Treasurer required by bylaws |  |  |  | X |  |  |  |  |  |
| Endowments Treasurer required by bylaws |  |  |  | X |  |  |  |  |  |
| Nominating- Chosen by board members, and is a voting member of committee |  |  |  |  |  | X |  |  |  |
| Personnel |  | X |  |  | X alt. |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Board Committees/Task Forces** |  |  |  |  |  |  |  |  |  |
| Communications |  |  |  |  | X | X |  | X |  |
| Governance Committee |  |  |  | X |  |  |  |  | X |
| Denominational Affairs (?) |  |  |  | X |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **GOALS-LEADERSHIP** |  |  |  |  |  |  |  |  |  |
| Finance |  |  |  |  |  |  |  |  |  |
| Nominations - Governance |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Interim Ministry (?) | X | X | X |  |  |  |  |  |  |
| Board Procedures (Megan Cate?) |  |  |  |  |  |  |  |  |  |
| Fellowship Meeting & Annual Meeting | X | X | X | X | X | X | X | X | X |
|  |  |  |  |  |  |  |  |  |  |
| **Pending Committees/Task Forces** |  |  |  |  |  |  |  |  |  |
| Long Range Planning (5-Yr plan) – not yet formed-requires board action | X |  |  |  |  |  |  | X |  |
| Leadership Dev. Program – not yet formed-requires board action |  |  |  |  |  |  |  |  |  |
| RE Families (communication/  involvement) |  |  |  |  |  |  | X |  |  |
| Min.Coord.Team (MCT) |  |  |  | X |  |  |  |  |  |