

**All Souls Unitarian Universalist Church of Watertown, NY**  
**Minutes of the Board of Trustees Retreat (Draft)**  
**Saturday, August 24, 2024**

**Board Members Present:** Robert South, Amy Summerville-Loomis, Karen Hall, Eleanor Allen, Janine LaClair, Alabama Dane (arrived at 9:42), Kelly Sackheim, Erica Gardner

**Board Members Absent:** None

**Others Present:** None

**Call to Order:** Robert called the retreat to order at 9:33 a.m.

It was suggested that we take a break at 11 a.m., and at that point decide what further needs to be done. Adopted by consent. There was no objection to holding this retreat as an executive session until we need to make motions. Adopted by consent. Executive session opened at 9:37.

**Second Call to Order:** The executive session ended and the business meeting was called to order at 1:04 p.m.

**Minutes:** Eleanor moved to accept the minutes of the July 27 BOT meeting. Amy seconded; the motion carried.

**Finance:** The financial report was entered into the record. There were no questions. Eleanor noted that this is the first of the 2024-25 budget reports. Some people have already paid their pledges in full.

**New Business:**

**Three Goals This Fiscal Year**

Eleanor moved to formally establish three goals of:

- 1) Stabilizing the building by addressing the current issues and what is needed for the future by hiring an inspector who will advise us on the first steps to take,
- 2) Searching for a halftime minister with a revised offer of \$36,000 plus social security taxes, plus up to \$ 5,000 for moving expenses,
- 3) Committing to community outreach, including social action at the direction of the congregation.

Kelly seconded the motion; the motion carried.

**Building & Grounds/Hiring An Inspector**

Kelly moved that the Building and Grounds Committee be dissolved and that the board authorize the hiring of Karen's brother-in-law, Robert Ingerson, as an inspector, if he is willing to inspect the exterior of the building, including the stone wall, in order to advise us on what steps are needed. The board will approve compensation for the inspector by email; should Mr. Ingerson be unable or unwilling to do this, Amy Loomis will contact David Loomis as an alternative inspector. Eleanor seconded the motion; the motion carried.

The Board was called back into executive session at 1:16 p.m. Executive session ended at 1:20 p.m., and the business meeting resumed.

**Inside Supervisor:** Eleanor moved to authorize Robert and Amy to have a review session with church employee John Crupi during which John will be informed that Robert will replace Rebecca as his supervisor, from this point forward. Kelly seconded the motion; the motion carried.

**Outside Supervisor:** Amy moved to appoint Kelly as the supervisor of outside employees and point of contact for outside building & grounds issues. Eleanor seconded. Motion carried.

**Electronic Board Voting:** After an extended discussion and many clarifications, Janine moved to authorize the BOT to vote on an electronic board policy by email. (Robert will write the policy.) Kelly seconded. Motion carried.

(Amy had to leave the meeting at 1:30 p.m.)

**Congregational Meeting Notification:** Kelly moved that Robert put before the congregation a bylaw amendment regarding opting into meeting notification via email. Alabama seconded. Motion carried.

**Ministerial Search:** Eleanor moved to authorize herself to revise our online application for a minister to \$ 36,000 base pay, plus paying for the minister's part for social security, plus up to \$5,000 for moving expenses. Alabama seconded. Motion carried.

**Social Action Survey:** Alabama volunteered to write an article for inclusion in our next newsletter. The purpose of the article is to announce that the board is seeking input and direction from the congregation regarding social action ideas. A survey, also developed by Alabama, will be emailed to BOT members for approval before being distributed to the congregation.

**Snowplowing:** A task force will be created to address our snowplowing needs. Eleanor will ask Angelo Guarino for suggestions regarding snowplowing services. Estimates will be shared by email, and a vote on a prospective contract will be taken in September.

**Future BOT Meetings:** It was decided by consensus to hold two in-person BOT meetings: one in August and one in April, with other monthly meetings held via Zoom. The next BOT meeting is scheduled for Saturday, Sept. 28, at 9:30 a.m., via Zoom.

**Adjournment:** The meeting adjourned at 1:43 p.m.

Respectfully submitted,

Karen R. Hall  
Secretary

Draft 9/6/24