

A. Meeting called to order at 1:20 pm.

- Board trustees in attendance: Mary Botts, Pat Mannion, Mark Umbriaco, Sherlan Neblett, Debbie Reback, Ellie Searl, Janice Paton

B. Guests in attendance: Rev. Rob Blair

C. Chalice Lighting and Opening Words – Rev. Rob

1. Approval of Meeting Agenda: Mark Umbriaco moved to accept agenda.

Seconded by Mary Botts. Approved unanimously.

2. Approval of Aug. 3, 2025 BoT minutes. Moved by Mary Botts. Seconded by Debbie Reback. Approved unanimously.

3. Order of Service Changes (Rev. Rob):

- Rev. Rob recommended sending appreciation card to Megan Smock for all her hard work.
- “Go Now in Peace” no longer being sung during service. Copyright issues.
- Discussion of worship service changes. Worship committee authorized to make routine changes. Board to review suggested major changes before implementation.
- Discussion of greeting at beginning of service. Is it necessary?
- Perhaps moving announcements to end of service.
- Sunday morning service is not a performance. Applause is not appropriate.

4. Update on OC Pride (Rev. Rob) – to be held on September 27, 2025. Space has been rented and insurance paid. We need someone to head it up. Debbie Langenbacher handed it to Rev. Rob, but he's not in charge. Volunteers must purchase \$30 ticket. If a volunteer can't afford a ticket, please email Rev. Rob and it can be purchased for them. We made postcards to distribute.

5. Treasurers Report: Debbie Reback received invitation from Paychex Flex but couldn't access account. Will try again. Was able to access Endowment Fund. As of June 30, 2025, there is a total of \$193,953.65 in the account. **Note:** Debbie hasn't seen UUCF monthly statement yet, therefore no treasurer's report.

6. Action Items from last Board meeting - Update:

- Mark contacted Vanguard but needed last four digits of a particular SSN. Due to that, unable to access information. Nothing from Fidelity yet.
 - **Action Item: Mark to follow up with both.**
- Removed Sean Thomas's name as signer on Endowment Fund. Debbie Reback and Sherlan Neblett will be signers.
- Looking into ordering replacement banners. Possible vertical ones. We'll remove current banners when we've purchased new ones. Suggestion of having a larger sandwich board in front area.
 - **Action Item: Janice to ask Amy Styffe cost of old banners and will research cost of replacements.**
 - **Action Item: Mark to research cost of sandwich board.**
- Premier Account - On hold. Waiting for our accountant to approve closure. Still two outstanding checks.
- B of A - The board can choose to have two signatories for large amounts. Board will decide the limitation at the next meeting. Signatories have to go as a group in order to add new signers. The plan is to add two signers so someone is always available if needed..
- Personnel Committee – Need to find interested volunteers.
- New to UU schedule –October 19. Hold one once every quarter.
- Tags and Badges – Pat created laminated tags: Board Member, Greeter, Safety Team, Worship Associate, and Welcome Table
- Request for volunteers – Discussed making a monthly request for volunteer sign-up.
 - **Action Item (side note): Patrick to find secure location for Board items.**
- Service Auction – Tentatively scheduled for next fall. Maybe hold one every six months. Might have sample/simple auction before that. Patrick to facilitate the committee.
- Employee Handbook – Sherlan received a copy of the FCCF handbook from Mandy.
- Alignment of finance – Mary and Amy to meet and finalize.

7. Standards for signatories – Revisit every year. Needs to be updated as board changes.
8. Sanctuary Door Replacement – Joint Zoom meeting with First Christian team on Sunday, September 28, 2025. Mary, Patrick, and Mark on UUCF team.
9. Website Design – Board bios needed. Will display bios and a group picture on the website.

➤ **Action Item: Everyone send bios to Mary**

10. Microsoft 365 – Need to purchase our own account. Can no longer use account funded by another party. Price is \$99/year. Funded for this year. Janice looking into less expensive option for the future.
11. Employee Handbook – Need to create team. Discussed who might work well on this.

➤ **Action Item: Mary will reach out to suggested congregants to see if they would be willing to sit on this team.**

12. Team to work on Congregational Structure – Patrick to facilitate; Ellie and Janice volunteered to be on team.

- Important for committee heads to meet together
- Fostering communication – Patrick reiterated need for committee heads to send reports to board before each BoT meeting.

➤ **Action Item: Ellie to create form for committee heads to fill out and send to Mary.**

➤ **Action Item: In January, Mary to request budget items from committee heads for upcoming church year.**

13. Open Positions – Need to find people to step up. Positions needed include two Board members, Budget Committee, Stewardship Committee (Ways and Means), Personnel Committee, Social Media/PR committee
14. Board Update to Congregation – Set for September 14.
15. Board count assignments: All adults. Count children separately. Be sure to include those on Zoom.

16. Board Timeline – Discussion of upcoming events and dates - Sept-Oct-Nov

- UUCF Anniversary - UUA member as of 1967 September 16th
- Water Communion – September 7
- OC Pride Fest - Saturday, September 27 at the OC Fair & Event Center 12pm to 10pm
- Fall Potluck – October 4
- UUCF Family Retreat de Benneville Pines November 14-16
- Bread Communion – November 23
- Help decorate the Sanctuary for Christmas season – usually the Saturday after Thanksgiving

17. Review of Action Items.

❖ Meeting adjourned at 3:08 pm.