RED RIVER UU CHURCH
BOARD OF TRUSTEES MEETING MINUTES
SEPTEMBER 21, 2025

1. Call to Order

The regular meeting of the Board of Trustees of Red River Unitarian Universalist Church was convened at the church and called to order at 12:38 PM.

2. Attendance

The following individuals were present: Jana Norris, President; Shanna (Jack) Bolerjack, Secretary; Carole Harner, Treasurer; Cristin Mackey, Member-at-Large; Mailyn Alexander, Past President. A quorum was confirmed. Jim Holmes was also in attendance.

3. Approval of Minutes

The minutes from the July Board Meeting were approved with corrections. The minutes from the August Board Meeting were also approved with corrections.

4. Reports

a. Finance Report

Our fiscal year runs from July 1 through June 30. For the fiscal year-to-date, we had an operating net profit of $8,849.98. This was due to the timing of pledge donations, partially offset by expenses for yardwork. We continue to expect to have a loss this fiscal year due to lower pledges and additional expenses for yardwork.

i) As of August 31, 2025, we had $24,762.15 available to be used for general operations in our bank checking account, $9,949.62 available in our bank savings account, and approximately $20,902.78 available in our UUA savings fund. The amount available in the UUA savings fund varies based on market value. In addition, we have the following restricted amounts: $4,871.08 in our bank savings account restricted for the Minister Fund; $5,951.89 in our bank savings account held in trust for Kat Walston; $145.00 in our bank checking account for share the plate; $51,000.00 restricted in the UUA Savings Fund for minister compensation; and $21,190.93 restricted to cover continuing repairs and renovations to the building and to increase visibility in the community in order to grow membership.

ii) Doug asked if he had been reimbursed for multiple paper and ink purchases in the last two years. He never submitted invoices/receipts for these supplies. He will be requesting reimbursement for all future printing supplies which will increase our costs this year. He will be reimbursed for banners he had made 6 months ago for the new tent. In the future, he must submit invoices within 30 days to be reimbursed.

b. Austin College Non-Profit & Volunteer Fair

Jim Holmes handled transportation of materials and initial setup for the booth. Susie and Walter Norris staffed the booth until Jana Norris, Jack Bolerjack, and Sherilyn Bolerjack arrived. Susie then left while Walter remained. The booth featured candy and standard promotional items. This year, the Fair was held in a back room away from traffic flow, and turnout was very light. Interest was tracked using QR codes provided by Austin College, but no responses had been received at the time of the meeting. Jack suggested distributing Ramen noodles instead of candy at next year's event. The Board decided to participate again in 2026.

c. Safe Congregation Panel

The Safe Congregation Panel (not Emergency Preparedness) is chaired by the President of the Board, Jana Norris. The other members are the members of the Committee on Ministry. Jana will arrange a meeting to adopt current UUA Guidelines.

d. Fall Congregational Meeting

Jana sent out reminders to committee chairs/team leads to send in annual reports for Fall Congregational Meeting packets. Jack has followed up with those who have not sent them in. Jim wants to have the draft packet prepared by October 1 so that he can send it to Doug for fine-tuning.

5. Business Carried Forward

a. Doug now has a contract spelling out his duties and compensation; the original will be kept in the church's Safe Deposit Box.

b. After discussion of primacy of bylaws, how to integrate the Endowment Committee bylaws, and the contradictory Policies & Procedures, Jack proposed postponing the discussion until after the Fall Congregational Meeting, at which point a Special Board Meeting would be called to address the issue exclusively. The Board agreed.

6. New Business

a. The Treasurer's summary will be copied and pasted into the final minutes by the Secretary before distribution. The Treasurer's documentation will be presented semi-annually at Congregational Meetings. All CDs previously stored in the Safe Deposit Box have been converted to a single thumb drive, which now resides in the Safe Deposit Box. The decision was made to destroy the original CDs.

b. Moving forward, all invoices must be submitted within 30 days to be eligible for reimbursement.

c. Preparation for the Fall Congregational Meeting will include approval of the Spring Minutes.

7. Church Member Participation

No other church members were present.

8. Other Business

No other business was discussed.

9. Action Items

- Tax Exempt Status Update: The church is still awaiting confirmation; this item will be revisited at each meeting until resolved.
- Jack will create and present a workshop on hosting booths at festivals and events.
- Jack will research the costs associated with becoming a CPR Instructor and acquiring the necessary equipment to teach classes.

10. Board Representative

Jack will serve as the Board Representative for the current month.

11. Announcement

The next Board of Trustees meeting is scheduled to be held at the church on October 12, 2025, at 12:45 PM.

12. Adjournment

The meeting was adjourned at 1:50 PM.

______________________	______________________
Minutes taken by Shanna (Jack) Bolerjack, Secretary	Minutes reviewed by Jana Norris, President