

Keweenaw Unitarian Universalist Fellowship

Board of Trustees Meeting Minutes

Date: August 16, 2026

Time: 12:00 p.m.

Location: KUUF Fellowship & Zoom

Present: Lora Repp, Elen Maurer, Lori Swanson, Trista Gersie, Lucinda Enderby, John Gale, Rosemary LeVeque, Melissa Williamson, Rev. Bruce

Absent: Julie Badel.

Guests: Craig Waddell and Bill Leder.

Call to Order

President Lora Repp called the meeting to order with a chalice lighting and opening reflection on the work, ministry, and mission of the Fellowship.

Approval of Agenda

The Board reviewed the agenda. A carryover reference to the Annual Meeting minutes was removed, and the date reference for the previous Board minutes was corrected. No other changes were requested, and the agenda proceeded as amended.

Approval of Previous Minutes

The Board reviewed the July 2026 Board meeting minutes, previously distributed.

Minutes were unanimously approved on an Enderby/Maurer motion

Treasurer's Report

The Treasurer reported that finances were generally in line with the budget and that pledge income was arriving consistently. Bank accounts were in good standing. A recurring QuickBooks reconciliation issue was discussed; the issue appeared to be with the software and was not affecting the financial reports presented to the Board.

The Board discussed whether other accounting software might better meet KUUF's needs. Members agreed to gather information from other UU congregations and UUA-related administrator networks before considering a change, with any alternative needing to support payroll and historical data transfer. The Board also clarified that \$7,500 in building donations reflected funds committed toward parking lot improvements, while the related expense had not yet appeared in the July 31 reports.

The Treasurer's report was unanimously accepted on a Gersie/LeVeque motion .

Building & Grounds

Emergency Egress: Craig Waddell and Bill Leder presented recommendations for improving the existing rear emergency exit. Discussion emphasized the importance of a reliable secondary means of egress, particularly for children and individuals with mobility limitations, as well as routine safety awareness and emergency planning.

A contractor proposed improvements to the existing rear steps, including correcting the uneven final step, adding a third stringer for support, modifying the handrail, and improving traction and visibility. The estimated cost was approximately \$600-\$700.

The improvements to the side exit were unanimously approved to move forward on a Enderby/Williamson motion.

Parking Lot: The Board reviewed the recently completed parking lot work, which was funded through private designated donations. Members discussed using remaining designated funds, if available, to add additional aggregate at the far end of the parking area. Craig agreed to follow up regarding the cost and coordinate as appropriate.

Snow Removal: The Board discussed coordination between the sidewalk snow-removal provider and the parking lot plowing contractor, including where snow should be placed to avoid interfering with the other contractor's work. Members also discussed the new public sidewalk and agreed to monitor how the City handles snow removal during the first significant snowfall before determining whether KUUF needs to make additional arrangements.

Minister's Report

Rev. Bruce Johnson discussed incorporating regular leadership reflection and learning into Board meetings. The Board agreed to use *Love at the Center* by Rev. Dr. Sofia Betancourt as a shared learning resource. Board members will obtain their own copies and begin with the first five chapters. The Board plans to begin these discussions in October and to set aside a limited portion of regular Board meeting time for the conversations.

Soul Matters: KUUF has renewed its Soul Matters registration for the coming year. Rev. Bruce and Board members discussed promoting the small-group ministry program to both returning and newer participants, with groups expected to begin in September.

Strategic Plan: Lora reported that review of KUUF's strategic plan will begin in October. Several volunteers have already expressed interest, and additional participants will be recruited. Rev. Bruce will participate when scheduling permits.

Worship Schedule: The Board and Rev. Bruce reviewed his upcoming in-person worship schedule. His planned dates include September 20, October 18, and November 22, with later dates already being coordinated. The November date was adjusted to help accommodate Sunday Services scheduling needs.

Technology Services Agreement

The Board reviewed the proposed technology services agreement involving Juxta and Superior Tech Wizards. Members agreed that the detailed Vendor Expectations previously developed by KUUF should be incorporated into the agreement as an attachment or appendix so that the specific AV support duties are part of the written contract.

The Board expressed a preference for monthly payments of approximately \$375 rather than paying the full annual amount of \$4,500 in advance, preserving flexibility if performance concerns arise. Members also discussed the need for a clear escalation process and contact information for someone beyond the day-to-day operations contact if service concerns cannot be resolved.

The Board discussed recent Sunday service technology issues, including slide transitions, audio from Zoom participants, and closed captioning. Members emphasized that the quality of the worship experience should improve under the new agreement. Rev. Bruce recommended that the assigned technology provider participate in an early planning or training session with the Sunday Services team so the provider understands the creative and operational role of AV support in worship.

Lora, Ellen, and Trista will seek a meeting with Juxta before the anticipated September 1 start date to address the remaining contract questions, confirm the Vendor Expectations, and clarify the accountability and escalation process.

Next Meeting

The next regular Board meeting is scheduled for September 20, 2026.

Adjournment

Meeting concluded after extinguishing chalice at 1:12pm