

Minutes of the North American Unitarian Association

Board of Trustees Meeting, August 13, 2025

The August meeting of the NAUA Board of Trustees was called to order at 10:05 am PDT. The meeting was conducted on Zoom. The following members of the Board were present: Rev. Dr. Todd Eklof, Lynn Jinishian, Judi Durham, Terry Anderson, Jan Anderson, Marga Hanna, Mike Long, Bob Simoni and Stephen Polmar. Board Member Ron Strange was absent. **A Quorum was confirmed.** No non-Board members were present.

Approval of the Minutes of the July Board Meeting:

The minutes of the NAUA Board of Trustees meeting of July 9, 2025, previously sent to all Board members for review, were approved without revision.

Treasurer's Report:

Treasurer Bob Simoni had provided written reports to the Board concerning NAUA's accounts, monthly spending year-to-date and a report of transaction details. He reported that we have used four of the 20 hours pre-contracted hours for tech assistance from Civi to-date. He then answered some questions that Board members asked about items contained in these reports. The designation of an expense for the Zoom account for the Member Services Committee will be corrected in the report. Current NAUA Bank balances as of August 6, 2025 are as follows:

Checking: \$1,397

Savings: \$43,350

At this point, Bob Simoni left the meeting for part of the meeting, then returned. However, a Quorum was maintained at all times.

Policy for Self-Nomination:

Terry Anderson and Rev. Dr. Todd Eklof created a policy for self-nomination for Board of Trustees election. The procedure is described in detail in Appendix I. The purpose of the policy is to ensure an open, inclusive and democratic process for the election of Board members by allowing all members in good standing to self-nominate for Board service in addition to those nominated by the Nominating Committee.

Motion: Rev. Todd Eklof moved that the proposed Policy for Self-Nomination be approved by the Board of Trustees. After brief discussion the Board approved the motion with 7 members voting for the motion and 2 abstentions.

Election Process Implement Proposal:

Stephen Polmar and Terry Anderson described the proposed process for the conduct of the Election of Board Members at the Summit Annual Meeting. An announcement describing the Self-Nomination Process and Calling for Nominations will be placed in the mid-August Compass Newsletter. Applications and documentation of support will be required to be received by the Secretary of the Board by September 5th. Information concerning all nominees both from the Nominating Committee and by the Self-Nomination process will be provided to NAUA membership in a mid-September mailing to membership. Voting will take place at the Summit meeting during the Business Meeting. All candidates will be listed. There will be no indication as to whether a candidate was nominated by the Nominating Committee or through the Self-Nomination Procedure.

The Board took note of the proposed procedures and processes. There was no vote for approval.

Report of the Nominating Committee (Executive Session):

The Report of the Nominating Committee was presented by Marga Hanna. The other members of the Nominating Committee were Mike Long and Candace Schmidt. The procedures and criteria for selecting the nominees were described. The qualifications of each candidate were also discussed. All nominees will be offered 3-year terms. The Nominating Committee recommended the nomination of four candidates.

Motion: Rev. Todd Eklof moved that the Board approve the recommended nominees of the Nominating Committee, The Board approved the nominees recommended by the Nominating Committee, vote 7 for and 1 abstention.

Designation of Fiscal Year and Term Year for Board of Trustee Members:

Motion by Jan Anderson - that the fiscal year for NAUA be from January-December and that the Term for NAUA Board members begins after election at the Annual Summit Meeting and continues until the Summit meeting the following year, at which time terms will end for those scheduled to leave the Board of Trustees. Thus, Board term lengths are from Summit Meeting to Summit Meeting.

After brief clarifying discussion since Summit meetings will not necessarily occur on a fixed date annually, **the motion was approved unanimously.**

Organization of Session at the Summit for which the Board of Trustees is responsible:

Regarding the session of the Summit meeting that will be the responsibility of the Board of Trustees:

1. Rev. Eklof announced that he, Jan Anderson and Stephen Polmar will present the Report of the **Strategic Planning Committee in a Workshop**. Slides will highlight Goals. Membership will have received copies of the Strategic Plan in their pre-meeting mailing. This will leave plenty of time for questions and discussion.
2. There will be a **Treasurer's Report** by Bob Simoni
3. Rev. Eklof will present the **President's Report**. This will highlight accomplishment during the year. Chairpersons of NAUA Committees will be asked to provide information concerning the significant accomplishment and events related to their committees. **This information should be sent to the Board Secretary who will assemble it and send it to Rev. Eklof.**
4. Proposed Changes to the Bylaws to be voted on at the Summit:
 - a. Article IV, Section 2(a) — add start date for new Trustees.
 - b. Article IV, Section 2(b) — add process for filling vacancies
 - c. Delete current Article VII, Section 3 — outdated process placeholder.
 - d. New Article VII, Section 3 — self-nomination policy & 90-day call to members.
 - e. Details of the proposed Bylaw changes will be drafted by Lynn Jinishian and then circulated by the Board Secretary to Board Members for the review and approval. If approved, these Bylaws amendments will be included in the mailing to all members prior to the Summit and then voted on during the Business meeting at the Summit.
5. Parliamentarian for the Business Meeting
 - a. Rev. Eklof stated that a Parliamentarian would be desirable for the Business meeting. He will ask Jay Kiskel to serve in that capacity.

Brief Summit Committee Report - Terry Anderson

Terry Anderson of the Summit Committee stated that as of the date of this Board meeting 35 people had already registered for the Summit. He also stated that the Summit Key Note Speaker will be paid a \$2,500 honorarium.

A "digital postcard" announcing the Summit has been prepared and is being distributed. He urged Board members to share it with others when they receive it.

Due to time constraints the following agenda items were deferred until the next Board meeting:

1. Terms of Reference for the Strategic Plan Implementation Oversight Team
2. Terms of Reference for the Member Services Committee.
3. A Proposal for a Program Committee.

The next meeting of the Board of Trustees will be **Wednesday, September 10, 2025 at 10:00 am Pacific Time.**

The meeting was adjourned at 11:45 am Pacific Time.

Respectfully submitted,
Stephen Polmar, Secretary of the Board
August 16, 2025

Approved without revision by the Board
September 10, 2025