

**UFW Board of Directors
Meeting Minutes
October 21, 2025**

The meeting was held in person in the Fellowship Hall.

Marilyn Nash called the meeting to order at 2:09 p.m.

Present: Marilyn Nash, President; Jean St. Clair, Vice-President; Paul Oakley, Minister; Peggy Anders, Treasurer; Madeleine Dupre, Secretary; Nancy Trimble, and Mike Drumheller, Members-at-large. Absent: Margo Kephardt, Immediate Past President; Clint Nicely, Member-at-Large.

- I. **Approval of Consent Agenda.** Nothing was pulled from the consent agenda and it was approved unanimously.

- II. **Old business.**
 - a. **Remembrance Garden.** The task force met on Saturday, September 27, 2025. Peggy Anders provided a detailed summary of the task force's substantial actions and recommendations. The written committee report is posted in the Discussion Agenda folder. Report highlights:
 - i. Policies and procedures. The task force completed the draft of the Remembrance Garden policies and procedures.
 - ii. The task force has completed the work/tasks assigned by the Board of Directors.
 - iii. Peggy Anders led board members outside of Fellowship Hall to inspect the proposed garden site and review preliminary plans.
 - iv. Task Force members recommended that a committee/team/sub-group be established by the board to manage the development, maintenance, and oversight of the Garden.

Discussion followed. Next steps: (1) Current task force members will devise a plan to inform fellowship about this initiative and identify strategies for enlisting members for a sub-group. (2) Remembrance Garden Sub-Group will be formed under the purview of Buildings and Grounds. (3) Managing applications/contracts and record keeping will be assigned to the administrative assistant. (4) A separate line/balance sheet will be added to the operating budget for ongoing expenses related to the Remembrance Garden (development and maintenance). (5) Memorial plaques will be paid/purchased by the applicant(s).

 - b. **Green Sanctuary.** Task force met on September 28, 2025. Marilyn Nash summarized the meeting report furnished by Steven Maxwell. The task force recommended the creation of a Green Sanctuary Team and outlined suggested roles and responsibilities for the team. Discussion followed. Board members commended the work of the task force. The board decided to create a Green Sanctuary Sub-Group (rather than a Team) to work under the purview of Buildings

and Grounds. Marilyn Nash will discuss formation of this sub-group with current task force members.

- c. **Stewardship.** Nancy Trimble summarized the report of the Stewardship Committee (posted in discussion agenda folder).
 - i. OcktoberFest 2025 was a success.
 - ii. Committee is working hard on plans for the upcoming auction.

- d. **Buildings and grounds.** Jean St. Clair discussed current landscaping needs including removing debris, clearing away dead leaves and branches, pruning shrubs, and clearing out flower beds. She met with representatives from three local landscaping companies and obtained competitive proposals for landscape renewal. Madeleine Dupre made a motion to establish a special fundraising campaign for the Fall 2025 Landscape Renewal Project. Jean St. Clair 2nd. Passed unanimously. Project to be completed by Thanksgiving/early December. Jean St. Clair is the project manager.

- e. **Sidewalks.** Marilyn Nash provided a brief update about this ongoing project. No action required at this time.

- f. **Termites/Pest management.** Board is awaiting written contract from Eco Shield.

- g. **Stocking/filling of the food pantry.** Rev. Paul will ask Savannah to write a brief description/summary about Food Pantry procedures for the newsletter and eblast.

- h. **Communication.**
 - i. **Zoom live-feed option for services.** Mike Drumheller will meet with member of the Harrisonburg UU Fellowship to discuss strategies for broadcasting services via Zoom live feed.

Peggy Anders made a motion to adjourn, seconded by Nancy Trimble. With unanimous consent, the meeting was adjourned.

Respectfully submitted Madeleine Dupre
Madeleine Dupre, Secretary

Date approved 11/18/2025