

**UUFW Board of Directors**  
**Meeting Minutes**  
**February 17, 2026**

The meeting was held in person in the Fellowship Hall.

Marilyn Nash called the meeting to order at 2:05 p.m.

Present: Marilyn Nash, President; Margo Kephardt, Immediate Past President; Jean St. Clair, Vice-President; Peggy Anders, Treasurer; Madeleine Dupre, Secretary; Paul Oakley, Minister; Nancy Trimble and Michael Drumheller, Members-at-large. Absent: 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. **Personnel handbook.** Steve Maxwell and Erin Milnes submitted suggestions for revising the handbook. Next steps: Personnel Committee members will review the revised handbook and will make adoption recommendations to the Board.
  
  - b. **UU monthly game afternoon.** Madeleine Dupre presented a proposal submitted by UU member Annie Garrison for a monthly UUFW game afternoon. This type of activity falls under the purview of Rev. Paul and the request should be submitted directly to him for review.
  
  - c. **Garden Refresh.** Jean St. Clair reported on the completion of the Garden Refresh. Next steps to be determined by the Building and Grounds Team in consultation with Jean.
  
  - d. **Cleaning Service.** Rev. Paul will meet with Cornerstone tomorrow to discuss requirements for cleaning Fellowship Hall and Chalice House. Funds for cleaning services were previously appropriated.
  
  - e. **Survey.** Marilyn Nash distributed the final draft of the survey to board members. She will consult with Sarah Smallwood to resolve issues related to online access. Distribution plan: (1) Survey will be introduced to the Fellowship on March 1, 2026. The service on that day will include a very brief announcement about the survey. (2) Hard copies of the survey will be placed on the seats in Fellowship Hall for services on March 1 and March 8, 2026. The survey will also be available online. (3) Marilyn Nash will ask the Administrative Assistant (Savannah Fersner) to print copies of the survey. (4) Madeleine Dupre will provide a survey collection box for Fellowship Hall.
  
  - f. **2023-2024 Internal Audit.** Rev. Paul presented a proposal for conducting the Internal Audit. Proposal includes two internal reviews (2023-2024 and 2024-2025)

and an external review (2025-2026). He will complete preliminary work required prior to start of internal reviews.

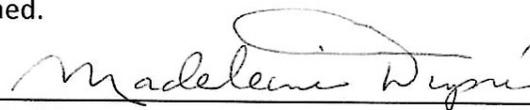
- g. Stewardship.** Nancy Trimble reviewed plans for Celebration Sunday. The theme for this year is "Imagine."
- h. Sex Offender Policy.** Rev. Paul distributed suggested revisions for the UUFW policies related to sex offender participation in UUFW services and activities (3.6, 3.6.1, 3.6.2, 3.6.3). Discussion followed. Board will review and vote on final policy changes at the next board meeting.
- i. Concrete repairs/sidewalk project.** Marilyn Nash distributed a proposal from Wayne Nolde for repairing the deteriorated concrete in front of Fellowship Hall in addition to the previously approved sidewalk project. Madeleine Dupre made a motion to include the deteriorated concrete repair in the sidewalk project. Michael Drumheller 2<sup>nd</sup>. Approved unanimously.

III. **New Business:**

- a. Annual Minister Evaluation.** Marilyn Nash led the discussion about completing the yearly Minister Evaluation. Steps are as follows: (1) Marilyn Nash will ask Administrative Assistant (Savannah Fersner) to send the evaluation form via email to all current board members. (2) Current board members will submit completed evaluation form by March 3, 2026. (3) Marilyn Nash will ask Administrative Assistant to send out an eblast inviting members of the UUFW fellowship to provide feedback for the Minister Evaluation to any current board member by March 3, 2026. (4) Marilyn Nash, Margo Kephardt, and Jean St. Clair will meet to review and discuss the minister evaluation feedback received and will provide a summary of the information during the March board meeting.
- b. Fall Capital Campaign.** Rev. Paul discussed the possibility of having a Fall Capital Campaign. To be discussed at a later date.

Nancy Trimble made a motion to adjourn, seconded by Jean St. Clair. With unanimous consent, the meeting was adjourned.

Respectfully submitted

  
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Madeleine Dupre, Secretary

Date approved

3/17/2026