

**All Souls Unitarian Universalist Church of Watertown, NY**  
**Minutes of the Regular Meeting of the Board of Trustees**  
**Saturday, March 28, 2026**

**Board Members Present Via Zoom:** Robert South, President; Harriet McMillan, Vice President; Eleanor Allen, Treasurer; Janine LaClair, Secretary; Pat Sutherland, Trustee; Erica Gardner, Trustee; Mimi Litsche, Trustee; Rob Blankemeier, Trustee; Rev. Cindy Terlazzo

**Additional Congregants Present:** Kat Hammond, Kelly Sackheim

A member check-in was completed and the board covenant was read.

In the presence of a quorum, the meeting was called to order at 9:02 a.m.

**Acceptance of Agenda:** completed by consensus

**Acceptance of Minutes:** Eleanor moved, Rob B. seconded, to accept the minutes of both the regular 2/28/26 meeting and the 3/14/26 special meeting. Motion passed.

#### Officers' Reports

- **President's Report:** Robert reported the contract for the second phase of the building repair with Ontario Shores has been signed. Eleanor reported the downpayment check is prepared.
- **Minister's Report:** Rev. Cindy has been attending church meetings and also reported on additional ministerial groups she is involved with. She would like April 26 to be a very welcoming service and previously sent language which the church might consider using to invite others. She reminded us of upcoming General Assembly and NYSCU events, and our April 12th new ministry start-up.
- **Treasurer's Report:** Eleanor met with Angelo regarding the change over of some finances to Morgan Stanley and all looks as expected. She suggested we need to plan how the Minister's Discretionary Fund is accessed and distributed.  
**Robert will put Minister's Discretionary Fund Policy discussion on the next agenda.** The report was filed for audit.

#### Committee Reports

- **Finance:** Eleanor expects the finance committee to develop a tentative budget, for the 26-27 church year, by the next board meeting.
- **Membership and Activities:** Kelly reported game night is tonight, she is arranging for attendance at a Seder event next Thursday at the Canton UU Church, and committee will work to publicize the April 26th service.
- **Religious Exploration:** no report
- **Worship:** Eleanor reported committee is meeting regularly and all is on track.

#### Task Forces

- **Groundskeeping:** Executive session was entered into at 9:27 a.m. and completed at 9:28 a.m.

- **Housekeeping:** Kelly reported on the men's room floor repair and attempts to get cheaper estimates than the one received from Hang Up Put Down Shoppe. Kelly recommended postponing for now until an additional estimate is received.
- **Acoustics:** Robert, Pat, and Harriet met with Trevor Blank regarding acoustics in the social hall. Trevor felt the ceiling tiles we had in the past would help, but shades wouldn't provide much acoustically. Trevor recommended a company, ClearSonic.com, which Harriet called for information and Harriet will be sending pictures of layout and architect plans for evaluation. Rev. Cindy mentioned the sanctuary and attendees not being able to hear the sermon. Mimi suggested maybe ClearSonic can also provide suggestions for the sanctuary. Eleanor feels the problem isn't the sanctuary itself, but the outdated sound system. Harriet said she will check into information on the sanctuary too.
- **Envelope:** Contract with Ontario Shores is signed.
- **Pledge Drive:** No total yet, pledges are still being received.
- **Office:** Robert moved, and Pat seconded, we allow a church member, Karen Hall, donation based rental of the social hall and sanctuary, for May 8 and 9, for a rummage sale. Motion passed.

#### **Orders of the Day:**

- **Maintenance Committee:** Robert read the proposed policy for formation of a maintenance committee. Eleanor requested clearer wording on whether the committee oversees the custodian. **Robert moved, and Pat seconded, adoption of the policy as follows: The Maintenance Committee is charged with maintaining the appearance and serviceability of the church property at 1330 Gotham Street (the "campus"). Pursuant to that purpose, the committee must regularly inspect the condition of the campus, including the interior and exterior of the church building and all contents. Employees, members, and visitors may or may not report issues, but it is the duty of the committee to look for potential problems regardless. The committee shall note issues of cleanliness, appearance, functionality, governmental compliance, and safety. The committee will either correct deficiencies, direct volunteers or employees to correct them, or request permission to engage contractors to correct them. The maintenance committee will supervise custodial workers. Motion carried.**

#### **New Business:**

- **Nominating Committee:** The nominating committee is unable to reach one of the members to fulfill her role on the committee. The board recommends the committee members seek unofficial assistance if they feel it is needed, as the committee is voted on by the congregation at the annual meeting so no official member can be added.
- **Building Numbers:** Harriet questioned address numbers on the building, she couldn't find any. Robert states they are present and will show her.

- **Banner:** Black Lives Matter banner is in disrepair. Robert states contractor will be removing it. However, congregational approval is needed for permanent removal. Rev. Cindy suggests a banner stating what we believe might be appropriate. Eleanor thinks this should replace the Black Lives Matter banner. Robert suggested a task force be formed. Harriet volunteered to work on the project and Rev. Cindy will send her some photos for possible inspiration.
- **Building Use:** Mimi asked if contact was made with the synagogue regarding use of our building. Robert reported he made contact and was told they would talk to their board and get back to him. Rev. Cindy suggests a follow-up call.

**Next Board Meeting is scheduled for Saturday, April 25, 2026,  
at 9:30 a.m., in-person, in the Social Hall.**

**Regular meetings continue to be by Zoom, on the 4th Saturday of the month, at 9:30 a.m.,  
with in-person meetings, at 9:30 a.m, at the church, the 4th Saturdays of April & August.**

Adjournment was at 10:17 a.m.

Collective review process occurred.

Respectfully submitted,

Janine LaClair  
Board Secretary