

All Souls Unitarian Universalist Church of Watertown, NY
Minutes of the Regular Meeting of the Board of Trustees
Saturday, January 24, 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 (left at 10:48); Mimi Litsche, Trustee (excused at 10:30); Rev. Cindy Terlazzo

Excused: Rob Blankemeier, Trustee

Additional Congregants Present: Kat Hammond

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 9:44 a.m.

Acceptance of Agenda: completed by consensus

Acceptance of Minutes: Eleanor moved, Mimi seconded, to accept the minutes of both the regular 12/27/25 meeting and the 1/17/26 special meeting. Motion passed.

Officers' Reports

- **Secretary's Report:** At the January 17, 2026 special ASUUC BOT meeting (regarding a request for grant funding from NYSCU for the purchase and installation of acoustic tiles in the social hall) **Robert moved that the board vote by email, after review of the corrected draft, to forward the grant application to NYSCU. Rob B. seconded. Motion carried.** After receiving a corrected grant proposal, the board voted by email to approve submission of the grant request to NYSCU. **The vote passed with a majority vote received by email on January 19, 2026.** The grant proposal was emailed to NYSCU on January 20, 2026.
- **President's Report:** Robert reported, following two congregational conversations, the congregation seemed to want the board to take on the task of bylaw revision recommendations. He noted we have a list of possible grant sources provided by Rev. Cindy. He also recommends the church conduct a Chalice Lighter campaign. Rev. Cindy spoke and would like us to look at the fundraiser list she sent out, see what we are interested in, and discuss this at the next meeting. She mentioned UUA resources for small congregations are also available.
- **Minister's Report:** Rev. Cindy feels we need serious reflection on the lifecycle of the congregation, and we need reinvigorating of our vision and not to just focus on our existence. She mentioned April 11th as a possible date for the new minister start-up program, board members agreed to the date. Rev. Cindy will contact UUA representative to arrange this.
- **Treasurer's Report:** Robert mentioned a board member would like to receive the financial reports sooner than the day before the meeting. Eleanor will ask if these can be provided a week earlier. There were no concerns expressed regarding finances and the report was filed for audit.

Committee Reports

- **Executive:** Robert moved, and Mimi seconded, the board will delegate renewal negotiation of Rev. Cindy's contract, which expires at the end of June, to the executive committee. Executive committee will bring paperwork back to the board for approval. Motion passed.
- **Finance:** Committee members are Eleanor, Harriet, and Sarah. Eleanor reported the switching of accounts with Bill Couch, to Morgan Stanley, has taken longer than anticipated. It has been approximately three months, but she expects the move to be finalized shortly.
- **Membership and Activities:** Robert reported a former congregant is in hospice care and asked for outreach. Robert and Warren will visit. Rev. Cindy reported reaching out to the family, but was told phone outreach with the patient would not be heard.
- **Religious Exploration:** no report
- **Worship:** Eleanor reported the next meeting is 2/3/26, and all is going well.

Task Forces

- **Groundskeeping and Housekeeping:** Eleanor moved, and Harriet seconded, to renew the current groundskeeping and housekeeping task forces until a maintenance committee is formed. Motion carried.
- **Housekeeping:** Robert said Hang Up Put Down Shoppe will be providing an estimate for draperies and repair of the men's room floor.
- **Acoustics:** Robert stated estimate for acoustic tiles for the social hall is \$3000 labor, \$2000 tiles, \$600 lift rental, \$200 glue. **Eleanor moved that the church, if denied NYSCU grant, pay up to \$12,000 to put acoustic tiles in both the sanctuary and the social hall. Pat seconded.** Discussion ensued. Pat mentioned the quality of the tiles varies and we want quality tiles. Janine mentioned this can probably be determined by internet ratings and reviews. Pat stated George's son works in this field and she will contact him and report back. Members also wondered if we should just do the social hall first to see if the process is effective. Harriet also questioned draperies vs. shades for acoustical effectiveness. Rev. Cindy suggested a task force, which Robert stated already includes himself, and Rob B., and they will add Pat to it. Following the discussion, Pat felt the motion was premature because we lack sufficient knowledge and **withdrew her second** to the motion, thereby negating the motion. In a return to **housekeeping**, Harriet brought up a church cleaning day and will schedule one in April. She also mentioned coffeemaker may need a lime scale treatment.
- **Envelope:** No report.
- **Cricut machine:** Kat has the Cricut machine and will bring everything to the church soon.

New Business:

- **Pat's policy proposal:** Pat moved, and Robert seconded, all emails regarding board business be accompanied by a text message stating there was an email sent and the date sent. Motion carried.
- **Chalice Lighter campaign:** Robert will canvas the congregation to determine the

number of Chalice Lighters. Harriet will do a newsletter post regarding the program.

- **Bylaw changes:** These will be discussed at the next board meeting as part of the President's report.
- **Maintenance Committee:** Postponed to the next board meeting.
- **Pledge drive:** Rev. Cindy, Robert, and Harriet are task force members.
Sunday, March 15th has been chosen as the kick-off date.

Next Board Meeting is scheduled for Saturday, Feb. 28, at 9:30 a.m., by Zoom.

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 11:06 a.m.

Collective review process occurred.

Respectfully submitted,

Janine LaClair
Board Secretary