

**Minutes of UUFSD Board Meeting  
Tuesday, December 19, 2017, 7:00 pm  
Rev. Meghan's Office**

Board Members present:

Mark Tuller, *President*  
Alisa Guralnick, *Secretary*  
Robin Sales  
Linda Giannelli Pratt  
Rich Franzwa  
Bob Quick, *Vice President*

Also present:

Rev. Meghan, *ex officio*  
Glen Bowden, Treasurer

Absent:

Swagatam Mukhopadhyay

The meeting was called to order at 7:06 by Mark Tuller. Rich gave opening words, and people checked in.

**Decision items:**

Motion to approve meeting minutes from 11/21/2017:

Move: Bob Q

Second: Robin Sales

Call: Approved

Motion to file a claim to Church Mutual for mold mitigation services from Flood Solutions, and for attendant relocation of Sandy Hill during the resolution of the mitigation process; rebuilding of walls and floors (requiring construction services) and repainting.

Move: Robin Sales

Second: Bob Quick

Call: Approved

Action Items from last month:

- Earmarked donations (MT)-gave an update, policy to be drafted by March 2018
- Glen: accurate membership numbers; Betsy and Glen have reviewed the list, cleaned up, process discussed; Betsy to follow up on inactive members done
- Rich: fundraising luncheons reboot: Rich reported he was canvassing for groups to volunteer .
- Staff bonuses (Mark/Swag)--done
- Festival of Colors/ "Holi" celebration (Swagatam)

New Action Items:

- [none]

Steve Bartram- takeaways from the Gun Violence Prevention vigil, 12/10/17- as reported by Mark T- if Gun Violence Vigils and other social actions are to succeed, Steve feels that it requires more support from leadership, defined as the staff and the board, and Steve feels that this was not achieved at this particular vigil. Rev. M spoke to the success of the event, to Tracey's efforts above-and-beyond, the great participation, news coverage, ...

Information Items:

Staff reports attached and reviewed.

Committee Reports Lightning Round

- Physical Plant/Memorial Wall- will be installed in March 2018
- Capital Campaign- driveway straightening will be happening "soon", Phase I build will be starting soon, Greg Brown has created a great drawing, ready for bids; Chris Faller (Finance Committee) /Dream

Builders is moving forward on financial oversight for capital construction issues; need to ensure involvement of Alana Schuller on these efforts

- Leadership Development Council: need several board positions for next year- suggest we tackle this in February (invite Christie and Alejandra)
- Team Genero\$ity –lacks structure, lacks a leader- Rev M shared some brainstorming ideas, had a meeting with Chris Butler, discussed ‘rollover/ automatic renewal’ of current pledges, the idea of a minimum pledge / ‘fair share contribution’, perhaps no need for a pledge drive- consider a rethinking of retooling the whole process (logistics, volunteer efforts optimizing), with Alice, Didge, Glen, others TBD. Meeting scheduled for the second Wednesday, January 10, 2018.
- Luncheons reboot started by Rich F- SAJ, choir and Finance
- Website reboot- in process (Alice Brzovic, Swagatam)
- Board Home Build in March 2018 / CDL: will kick off in January, seeking full board participation; Robin Sales suggests participants donate \$250 per person, in lieu of fundraising for this build.

Kitchen Committee: both Alejandra Hoffman and Debbie Ploeser have resigned- there is a vacuum in leadership, and there is no one scheduled to do the sign ups for the various Sunday tasks. A brief discussion was held; we may ‘close the kitchen’ for a few weeks, in hopes that the congregation will see that volunteers are required to keep this hospitality effort running (and committing in advance to do so). Mark feels that the Leadership Development Committee should consider tapping some of the LDC attendees to champion this cause.

Core building leak, mold, remediation report (Rich and Mark): Mark brought up the topic of filing an insurance claim for this remediation (which will cost on the order of \$7,000) with the likely result of the raising of premiums. Rich Franzwa has volunteered to support repairs as needed, from Buildings & Grounds team, if Ken Schultz is unavailable to manage the team.

Arts Ministry: Mark Tuller and Betsy Gilpin have donated funds to support this project.

Congregational Meeting 1/21/18: The only official required business is the (re)-election of the Nominating Committee / Leadership Development Council. It can be a perfunctory meeting or a more substantive meeting, where we might bring up matters of importance (fundraising challenges, volunteering challenges, etc.). A discussion was held. Robin Sales proposed the idea of having a larger meeting, breaking out into smaller, board-led brainstorming groups, which then report back to the larger group.

### **\*\* Closed Executive Session\*\***

A closed executive session was conducted to discuss sensitive topics.

### **\*\*END Executive Session\*\***

Financials: Glen reviewed the financials. Generally, finances are in line with expectations. The Art Fair brought in about \$2,500 and about \$5,000 from Dining for Dollars. Member numbers are declining somewhat, and pledging is lower than it was this time last year. We are hoping for a larger new member influx in January 2018.

### **Deep Dive: Structural Funding Issues**

Mark Tuller circulated a document, collating input from a variety of congregational ‘sages’, with thoughtful ideas about addressing our various funding issues. The board discussed many of the ideas. Linda Giannelli-Pratt suggested posting a graphic, showing what we are taking in and what we need to keep the doors open- graphically illustrating the gaps. Some ideas with particular resonance were having an “Internal Generosity Sunday” each month, clarifying an ‘ask’ for a 3% of income pledge per member, having auto-rollovers and auto-payment of pledges, and furthering other ideas, including not having a pledge drive at all. Meghan talked about having a meeting soon, with others, to bring together a variety of people to discuss these and other ideas.

Who do we need to thank this month? Louise Garrett and Robin Sales, for the Giving Tree project (for CRC donations for the homeless), for kitchen assistance, and for 'relentless ushering'; Steve Bartram, for the Gun Violence vigil; Candace Sage, Tiffany and Michael Fox, Chris Butler, John Atcheson, Lisa Shaffer and the Men's Groups (Chris Byrnes and John Atcheson) for the installation, Kathryn Sturch for holiday garlands; Debbie Ploeser and Caroline Demar, for Dining for Dollars.

The meeting was adjourned at 9:35 pm.

Respectfully submitted,

*Alisa Guralnick, Board Secretary*

**UUFSD Board Meeting Agenda**  
**December 19, 2017**

1. Chalice Lighting & Opening Words (Rich—opening words & snack) (7:00 PM)
2. Brief check-in
3. Items for celebration; tracking success; who do we need to thank this month?
4. Review and approve minutes from last month
5. **5 minutes** requested by Steve Bartram regarding his takeaways from the Gun Violence Vigil last weekend.  
NOTE: per my discussion with Steve, this is a 5-minute *presentation* to impart information to the Board, and will *not be a discussion* due to time.
6. Information Items
  - a. Monthly reports: Rev. M, RE, Admin, Music—no discussion unless something needful
  - b. **Lightning Round:** Review Board goals list—if you're shown as “responsible” please prepare a one or two sentence update.
  - c. Report on action items from last month—if not already covered
  - d. Kitchen leadership has resigned
7. Core building leak, mold, remediation, repair—report; decision re insurance claim (Rich & Mark)
8. Arts Ministry (a/k/a watercolor classes)—final approval based on solving ability to pay
9. Board's Casas de Luz Build on March 16-17—fundraising progress (has every Board member committed to Glen some pledged amount?), publicity come January 1
10. Discussion of Congregational Meeting on Jan 21—perfunctory or with a purpose? 45 minutes?  
**Executive Session—Staff Issues**
11. Enforcement of Policy 350—UUFSD members are not supposed to be hired as staff members
12. Holiday bonuses—how did we do? Who should get?
13. Discussion of Adrienne's position—new Membership Coordinator position with much-narrowed focus
14. 8:00 PM < Break for snacks >
15. Monthly Financial Review (Glen)
16. Thoughtful discussion topic for the month (*8:00 pm-ish*)
  - a. **Structural funding challenges** (Team G, shortfall, auction, etc.) (Mark & Glen, with the participation of the Board)—the goal here is critically examine the realistic approaches to the shortfall, and, if we decide anything, to assign leaders to the initiatives
  - b. Next Up:
    - i. January — Strategic Plan  
NOTE: Perhaps we should substitute Leadership Development? That's in view of the 5 member turnover of the Board, and the turnover of President, VP, and Secretary for next fiscal year, as well as major committee chair resignations next June
    - ii. February—Religious Education
17. Leftovers [second thoughts on things, items we forgot, etc.]
18. Review of action items/decisions
19. Items for next month's meeting – if any
20. Adjourn (9:00 PM)