

CONGREGATIONAL MEETING JANUARY 29, 2023
Convened at 11:30 a.m.; Adjourned at 12:48 p.m.
44 members in attendance. A Quorum of 33 was required
Amphitheater

1. **State of the Fellowship** was given by Rev Ellie Kilpatrick. (attached)

2. **President's Report** was given by Angie Knappenberger (attached)

3. Proposed Bylaw Amendments

The Board proposed amendments to three Articles in our Bylaws: Article III on Membership; Article V on Congregational Meetings; and Article VI: on Board of Directors. New wording is in italic.

ARTICLE III: MEMBERSHIP (proposed in 4 parts)

SECTION 1: ~~TO BECOME A VOTING MEMBER~~ *BECOMING* and *MAINTAINING VOTING MEMBERSHIP*

Any person who is in agreement with the purposes of this Fellowship shall become a Voting Member 30 days after signing the membership form/book *and making an annual contribution of record to the General Fund of UUFSU.* ~~by satisfying the requirements of Section 2, VOTING MEMBERSHIP.~~ The Corporate Secretary shall keep a current list of Voting Members.

SECTION 2: ~~VOTING MEMBERSHIP~~

~~A Voting Member shall be one who financially supports the Fellowship by an annual contribution of record of an amount that is at least sufficient to cover the costs of membership in the UUA (Unitarian Universalist Association) and PSWD (Pacific Southwest District), and all mailings to members. This minimum contribution will be calculated by the Finance Committee and approved by the Board of Directors. This requirement may be waived by the Minister or by the Board President if there are special circumstances.~~ The Corporate Secretary shall keep a current list of Voting Members.

Proposed and seconded. Discussion: Someone proposed that the contribution did not have to be financial, but that statement was deemed not relevant to the Bylaw change under discussion. Question was called and seconded. Raising of hands: All in favor - Majority, Opposed – 3; Abstentions – 0.

PASSED

SECTION 3-2: INACTIVE MEMBERSHIP

(1) Changing membership status from Voting to Inactive:

An Inactive Member is one who does not meet the requirements of Voting Membership as set forth in Section 1 ~~and 2~~ above. The procedure for determining and notifying members of change in membership status is outlined in the Inactive Member Policy & Procedure. An inactive member shall have none of the rights, privileges and benefits of Voting Membership.

(2) Removal from Inactive Membership:

After two years of Inactive status, a member who has not *sought to regain voting status* ~~responded in a satisfactory way (such as by pledging or requesting a waiver or submitting a letter of resignation)~~ will be changed from Inactive to Resigned status.

Proposed and Seconded;. Discission: None ; Question was called and seconded. By raising of hands:

All in favor – Majority; Opposed – 0; Abstentions – 1 **PASSED**

SECTION 4: MEMBERS EMERITUS

~~Following a vote of acceptance by the Board of Directors, a Voting Member of long standing with a history of service to the Fellowship may become a Member Emeritus. (A Member Emeritus shall receive the Fellowship newsletter and other important mailings at no cost and shall be entitled to all the rights and privileges of membership except for that of voting). A Member Emeritus shall not be subject to the requirement of a minimum pledge.~~

Proposed and seconded; Discussion: There was confusion about why we would eliminate this status and someone expressed that it should be continued as a position of honor ;

Proposal to table this change until a further date; seconded. PASSED UNANIMOUSLY

SECTION 6 5 REINSTATEMENT

An Inactive Member or a Voting Member who has resigned may be reinstated to Voting Member status 30 days after request and certification by the Minister or Board President to the Board of Directors that the member has met the Voting Member requirement ~~or has had this requirement waived.~~

Proposed and Seconded;. PASSED UNANIMOUSLY

ARTICLE V: CONGREGATIONAL MEETINGS

SECTION 6: ABSENTEE VOTING

Most congregational meeting votes require the member to be present to vote. *Members attending in real Time via an approved virtual platform in which their identity can be confirmed will be considered present.*

Absentee voting is permitted only for a vote to call a new minister. Members must submit their intent to submit an absentee vote to the Board in advance of the meeting

Proposed and Seconded;. Question was called and seconded; Discussion: What platform is to be approved? Response that it is best not to specify a particular platform in the Bylaws as other platforms may be available besides Zoom in the future. In favor – Majority; Opposed -1; Abstentions -0 **PASSED**

ARTICLE VI: BOARD OF DIRECTORS

SECTION 3: ELECTION AND TERM OF OFFICE

At the Annual Meeting, Directors shall be elected for a three-year term to replace those who have completed their terms. Upon completing a three-year term a person shall be eligible to be elected again only after a minimum of one year has elapsed. The terms of Directors shall commence on the first day of July following the Annual Meeting.

A person appointed to fill a vacancy shall serve until the next Annual Meeting at which time elections shall be held to fulfill the remainder of the term. A Director who has served less than a full three-year term shall be eligible to be elected to a three-year term without a one-year break.

~~Directorships expiring or being vacated in January, 2014 and January, 2015, shall instead expire June 2014 and 2015, respectively. In order to avoid the disruption to the Board which occurs when four of seven Directors are replaced in one year, in 2015, two of the four Directors being elected will each serve one year terms. The other two will serve three year terms. Beginning in 2016, all Directors will be elected to serve full three-year terms in staggered years.~~

Proposed and Seconded;. Question was called and seconded; Discussion: None
In favor – Majority; Opposed -0; Abstentions -1 **PASSED**

4. **Dream Builder Update** was given by Angie Knappenberger (attached)
5. **Endowment Fund** – Mark Tuller, Chair of Planned Giving
 - o Grant application process now opening through April 1st. Maximum per indiv/org is \$5000
 - o Currently \$125,000 in Fund; \$10,00 set for Music Sub Fund
6. **RE Update** – Susan Hahm, RE Committee Chair
 - o Still in search for RE Coordinator and child care positions. Regular classes for toddlers through 6th grade. Exploring ways to serve 7th -12th graders. In the fall we had 10 children registered ; currently there are 23 children registered ; Average attendance is 1-6. RE Committee started a newsletter “Family Ministry” sent out weekly
 - o First Sunday of the month is free play for all ages; 4th Monday of the month is game night for all ages; beginning to discuss Young Adult group (post High school to mid 20s)

APPENDED:

- State of the Fellowship
- Presidents Report
- Dream Builders Update

Congregational Meeting: January 2023

Chalice Lighting:

By [Erik Walker Wikstrom](#)

As we approach our agenda

let us remember that we are doing the work of the fellowship.*

When we do the work of this fellowship*, we touch lives.

When we touch lives, we change the world.

May this chalice flame we now kindle

remind us throughout our meeting

of our ministry and our mission.

Minister's state of the fellowship:

Good afternoon and welcome to our January congregational meeting.

I'm so honored to be giving my first minister's report for you all.

It feels like the last 5 months have gone by so quickly, that i'm still trying to get out of the frame that it's my third week,

But what I can say is that the fellowship has been a joyful place to be in the past 5 months.

When I started here in September, I had one very clear priority: and that was getting to know you.

Relationship building has continued to be my grounding because trust is how we create a successful co-ministry together.

And in the process we've also been prioritizing getting to know ourselves as a community.

For this reason, I started a series called "Journeying Towards Our Deepest Selves" where we focus on major congregational issues that will help us know this community more profoundly, and help us to be our best selves.

In addition to Sarah Millspaugh's wonderful start up workshop, I led a workshop on journeying towards congregational care and listening, where we practiced listening to one another, and I was so impressed to see 62 people in attendance!

And I introduced the beginning of the process around a behavioral covenant - something that came out of Frank Wiley's recommendations.

In February we'll begin the small group feedback sessions for those.

The first one will be on Wednesday, February 1st, at 11am if you want to sign up.

There's a whole new section in my calendly for these sessions.

It's also been such a joy to be able to have one on one meetings with so many of you.

My top priority is pastoral care, because what it means to me to be your minister is to journey alongside you in both the struggle and the joy.

We lost one beloved member this year, and another friend of the congregation.

But the love was felt for both families.

And when we do the visioning and big picture work together, I see it as systemic pastoral care.

Because our system is made up of you.

It is fundamentally spiritual and emotional work.

And that means listening to you, and engaging you with curiosity.

I have seen so many wonderful signs that the congregation is hungry for this to continue.

And when the board and I see that there are questions around some of our big picture planning, I hope that you noticed that we slowed down.

And that's precisely because we're listening.

As we craft a future together, your voice matters.

All our visioning and work will come from you.

I also want to highlight that the year so far has been fun!

Joy is one of our goals, along with the spiritual growth that I'm hoping to facilitate.

Looking forward, I'm so excited to get creative with you all in how we both grow in spirit, and grow in joy.

Words cannot capture how honored I am to be your minister.

UUFSD is an inspiring and love filled fellowship.

Let's continue the blessed and joyful work we do together.

Thank you.

PRESIDENT's REPORT by Angie Knappenberger

First, I would like to introduce the entire Board. Please stand when I call your name. Mary Anne Trause, our VP; Livia Walsh, Corporate Secretary; Liora Kian- Gutierrez; Cathy Leach Phillips; Louise Lin Garrett; and Andi MacLeod. I am thrilled to be working with this amazing team and honored to be serving as President for this year.

As a Board, we have been hard at work, not only taking care of the necessary business at hand, but also engaging in some visioning work under the guidance of Rev Ellie. Our Board goals for this year are more like “journeying goals” than task-oriented goals, centered around identifying – Who are we and How do we want to be together. We want to build on the positive momentum that is happening within our community.

These are our three goals...

- 1) Engage in an intentional process towards congregational self-discovery and communal and spiritual growth.
- 2) Prioritize joyful community building in fellowship, and
- 3) Foster trust, good boundaries, and covenantal behavior
This is where the Board has been mostly focused –

The Board has been reviewing our Bylaws and Policies and Procedures with a special eye on transparency, inclusivity, and sufficient guardrails in terms of how we work together. Two of the Bylaw amendments being proposed by the Board, and that we will be voting on in a few moments, are about becoming more inclusive as a community.

One proposed change is to eliminate our specified minimum pledge. The Board feels it is more inclusive to simply educate our members on what it cost to run this place, emphasize how important it is to contribute “Time, Talent, and Treasure” a phrase I love from John Sherman, and trust our members will just do what they can.

The second amendment that we are proposing is about voting virtually. The change recommended is to codify that someone joining us via a virtual platform in real time, and whose identity can be confirmed, can be considered “present” – which is a requirement in our Bylaws to vote at our Congregational meetings. If this amendment passes, we will make sure to have the proper software we need to conduct multiplatform meetings.

For those of us that have been on the Board the last couple years, it has become apparent that we need clearer policies regarding how we operate within our community. We responded to the

need to improve staff oversight and have updated the Policy and Procedure dealing with Staff Expense Authorization. This update requires reporting on how Professional Expenses are used and Board approval for any single expense over \$500. Neither of these requirements had been in place before and we found out, after the fact, that money has been used inappropriately in the past.

As those of you who attended our January 8th forum know, the Board was initially going to propose other ByLaw amendments regarding committee operations and fiduciary oversight, but after listening to the comments and concerns expressed,

we realized the need to slow down this process. As a Board, we have since realized that we need to step back and have a deeper conversation about our philosophy of governance and how we see Board oversight and authority; what style of leadership best fits our congregation and embodies our values. This is a big conversation, but one we very much need to have – first as a Board and then with all of you. The Board will start this conversation at a mini retreat with Rev Ellie this Tuesday. You will be hearing from us as we proceed.

This is an exciting time to be on the Board, and I encourage each of you to consider being part of this work. Two of us will be stepping off the Board this June, as our terms will be completed. In addition, all three positions on the Nominating Committee will become open in June. So, we will need to elect three new members for our Nominating Committee and two Board members at our June Congregational Meeting, which will be June 11th. If you are interested in serving in either of these elected positions, please contact members of the current nominating committee personally, Cheryl Close, Wenda Alvarez, and Susan Hahm or via email at nomcom@uufsd.org.

Staff Update: Since our last congregational meeting in June, we have hired three amazingly new and talented staff – Rev Ellie as our contract minister, Steve Milloy as our new music director, and Denise Clark who has just taken over as our new Congregational Administrator. Two positions that we remain in search for are a Coordinator of Religious Education and a childcare provider. It brings me great joy to say that we are in such a better position than we were last year at this time!

We have two new groups addressing safety issues: One is the Campus Security and Safety Committee, chaired by Sarah Miller. This committee is charged with maintaining and following up on the new equipment we have had installed thru a \$100K grant from FEMA, and specifically the CA Office of Emergency Services. This project was the focus of our November Open Letter from the Board. As part of our new system, keycards are being issued to replace the use of keys to access the restrooms, kitchen, library, and Founders Hall. The goal is to transition to accessing our buildings ONLY by using the key cards, NOT punching in the code, so that there is a digital trail of who is coming and going.

A second group is the Safe Congregation for Children and Youth Task Force chaired by Board member, Andi MacLeod to see that we are in compliance with legal requirements to ensure a safe environment for our children here at UUFSD.

One more new group that has been established is the 8th Principle Journeying Toward Wholeness task force under the leadership of Julia Darling and Liora Kian-Gutierrez. The Board fully supports this work and sees it an integral part of our first goal - to Engage in an intentional process towards congregational self-discovery and communal and spiritual growth.

Before closing, I want to especially thank some of our members who have provided wonderful opportunities for us to gather in joyful community over the past few months (and facilitating us meeting our 2nd goal) – Louise Garrett for the creative energy behind our fun, themed luncheons and Holiday gatherings, Lisa Shaffer for the amazing weekend with Peter Mayer, and Stephanie Reed and Scott Elliott for initiating monthly game nights.

I also want to take just a moment to thank the amazingly hard working and talented members on the Buildings and Grounds committee and the Dream Builders team. Our grounds truly look better than they ever have in my many years as member here. I need to just say, I absolutely LOVE this place !

The Board is committed to continuing our Open Letters to you so that we can be as transparent as possible and continue good communication with what we, as a Board are doing.

As always, please continue to contact us with any questions, concerns, or comments you may have. I promise that we are listening.

DREAM BUILDERS UPDATE

Chris Faller, the chair extraordinaire of our Dream Builders, usually gives this update, but since the Dream Builders and the Board have been meeting quite a bit recently, Chris and I decided for me to share where we are right now.

First, I want to recognize the incredible work that our Dream Builders have been doing - Chris Faller, Jon Luft, Greg Brown, Dale Gottdank, John Sherman, Clint Stoddard, and Ed Mlakar. We are so fortunate to have such amazingly talented professionals in our community. Their work has saved us thousands of dollars. Between all that they have taken on and with the tireless work of the Buildings and Grounds team, our campus truly has never looked better. It's just worth saying again!

At our Congregational Meeting last June, Chris shared that the Dream Builders were moving forward with the Administration Building Remodel and Expansion and were about to meet with an architect to develop design and construction drawings. And it's wonderful to report that all of that has been done due to the heroic efforts of this team. Truly, the more I have learned, the more I am in awe of all that they have done.

The Dream Builders just received the quotations for this project as designed and met with the Board Wednesday to share this information. The quotations came back significantly higher than any of us had anticipated. It looks like the cost, as designed, would be around \$630,000.

We currently have about \$815,000 remaining in our capital campaign fund. So we do technically have the funds in the bank to proceed with this project, but that would leave less than \$200,000 in the fund.

There is no question that our Administration Building is in dire need of attention. The exterior walls are literally rotting. It is cold in the winter; very hot in the summer and not at all an appropriate environment for our beloved staff to work within. The back part of the Admin Building, the part where you step up, doesn't have a concrete foundation. The brick floor is just laid over compacted soil.

The design for the Admin Building that was quoted on includes transforming the back area into a rather large private office space. The remodel would also include an addition that would enclose the existing patio and turn that into a conference room, add a restroom and some needed storage.

We have also just received updated cost estimates for the remaining projects that were the impetus for the capital campaign in the first place – the improvements to the amphitheater such as improved ADA accessibility, permanent shade sails, a remodeled A/V kiosk and installation of restrooms. But none of the amphitheater improvements can be started without first putting in a turnaround in the parking lot as required by the fire marshal.

The Board will be digesting all this new, updated information.

We have some big decisions to make. The Board had already planned to meet this Tuesday and will be discussing options about our path forward and the best way to decide how to proceed. Our incredibly amazing Dream Builders are already working on some possibilities for options to be considered which I haven't yet had a chance to share with the rest of the Board. Please know that no decision been made at this point.

The Dream Builders and the Board are planning, a congregational forum scheduled for Sunday February 26th to discuss where we are in terms of the capital campaign and our priorities. This will be an important forum for you to attend and you will be hearing more about this very soon.

As always, the Board commits to transparency in our decisioning making. We are open and welcome your input about what this process might look like.