

UUFSD Congregational Meeting Minutes

Sunday 6/22/25, 11:30 to 12:30 | Location: Founder's Hall

- Welcome and Board Member Introductions Wenda Alvarez, President
- Chalice Lighting Rev. Ellie Kilpatrick, Minister
- Quorum met with 56 in person and 3 on zoom
- State of the Congregation Rev. Ellie Kilpatrick, Minister and Rev Heather Megill, Dir of RE
- Acknowledgements, Wenda Alvarez, President
- Nominating Committee Update Alisa Guralnick, Nominating Committee Chair

Proposed slate for new board members for 3-year terms ending 6/30/2028

- Linda Giannelli Pratt, Greg Trigeiro and John Drewe

Action item - Lisa Shaffer Moved to approve slate for the board – Betsy Gilpin seconded the motion. Approved by acclaim with one no vote

Proposed slate President Candidate: Linda Giannelli Pratt and Vice President Candidate: Greg Trigeiro Term 7/1/2025 to 6/30/2026

Action item Lisa Shaffer Moved to approve officers for the board – Betsy Gilpin seconded the motion. Approved by acclaim with one no vote

Proposed slate for nominating committee Alisa Guralnick, Angie Knappenberger, Mary Anne Trause 2-year term, 7/1/2025 – 6/30/2027

Action item Lisa Shaffer Moved to approve slate for the nominating committee – Andi Stout seconded the motion. Approved by acclaim with zero no votes

Bylaws Change: Nominating Committee

Article X. Nominations, Section 1 Added: "If at any time a vacancy occurs on the Nominating Committee, the remaining Committee members shall appoint a Voting Member of the Fellowship to fill the vacancy within two months. The appointed Committee member shall serve until the next Annual Meeting, at which time the Voting Members shall elect a Nominating Committee member for a new two-year term. The Voting Membership shall be notified in writing of such a vacancy prior to Committee appointment."

Action item Lisa Shaffer Moved to approve bylaw change regarding members of the nominating committee – Sarah Miller seconded the motion. Approved by acclaim with zero no votes

- Treasurer's Report Sarah Miller, Treasurer
Lisa Shaffer Moved to approve budget proposed for fiscal year 2025-26 – Betsy Gilpin seconded the motion. Approved by acclaim with zero no votes
- Capital Improvements Jon Luft, Dream Builders Committee Chairperson

UUFSD Congregational Meeting Minutes

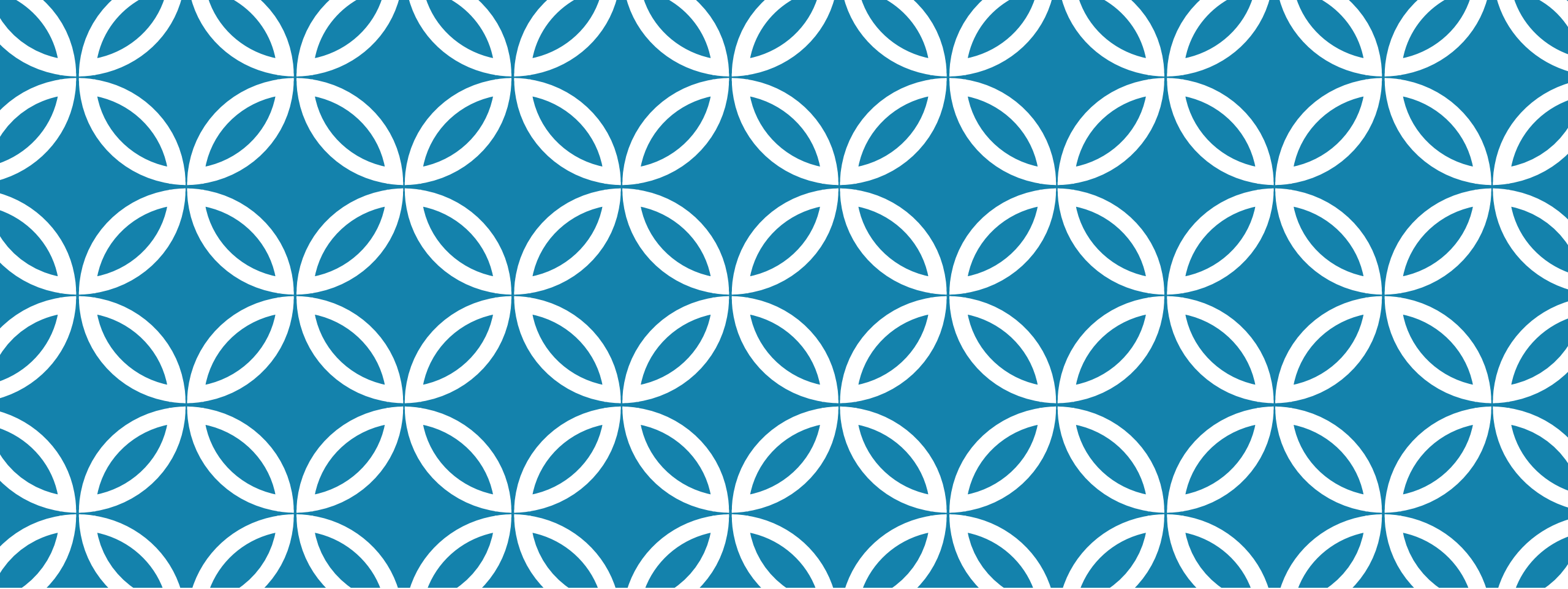
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- Capital campaign Lisa Shaffer, Capital Campaign Committee
- Endowment Fund – Planned Giving Update Mark Tuller, Endowment Committee Chair
Lisa Shaffer Moved to approve endowment grants totaling \$4570 – Betsy Gilpin seconded the motion. Approved by acclaim with zero no votes
- President's Report Wenda Alvarez, President
- Chalice Rev. Ellie Kilpatrick, Minister



UUFSD ANNUAL MEETING

SUNDAY, JUNE 22, 2025

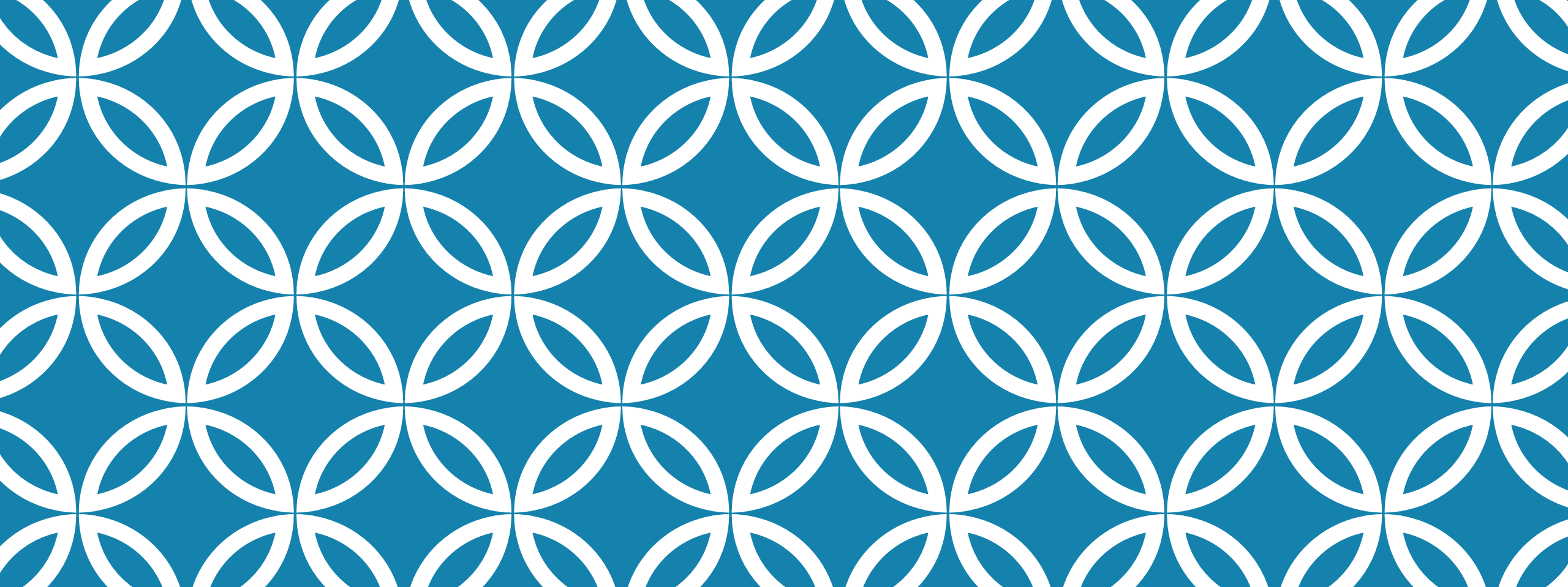


Welcome

WENDA ALVAREZ, PRESIDENT

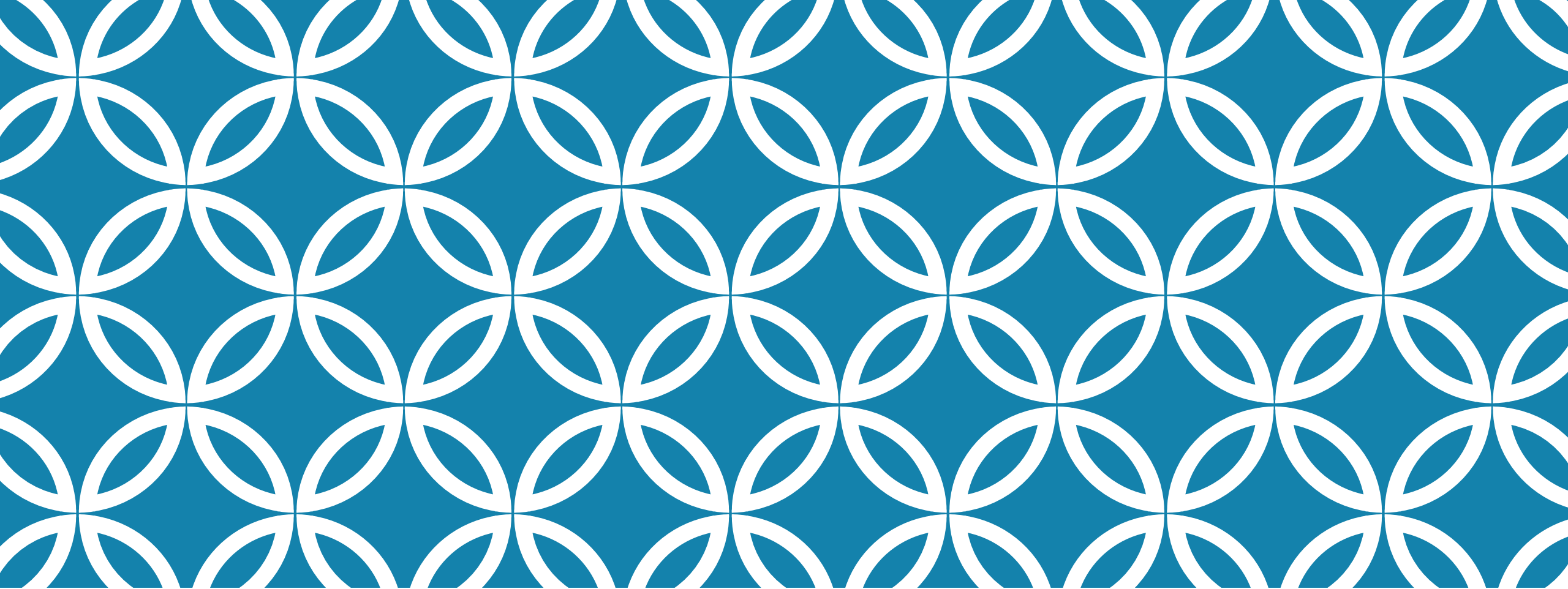
AGENDA

- Welcome *Wenda Alvarez, President*
- Chalice Lighting *Rev. Ellie Kilpatrick, Minister*
- State of the Congregation *Rev. Ellie Kilpatrick*
Rev Heather Megill, Director of Religious Exploration and Fellowship
- Acknowledgements *Wenda Alvarez*
- Nominating Committee *Alisa Guralnick, Nominating Committee Chairperson*
- Treasurer's Report / Annual Budget *Sarah Miller, Treasurer*
- Capital Improvements *Jon Luft, Dream Builders Committee Chairperson*
- Capital Campaign *Lisa Shaffer, Capital Campaign Committee*
- Endowment Fund *Mark Tuller, Endowment Committee Chairperson*
- President's Message *Wenda Alvarez*
- Extinguishing the Chalice *Rev. Ellie Kilpatrick*



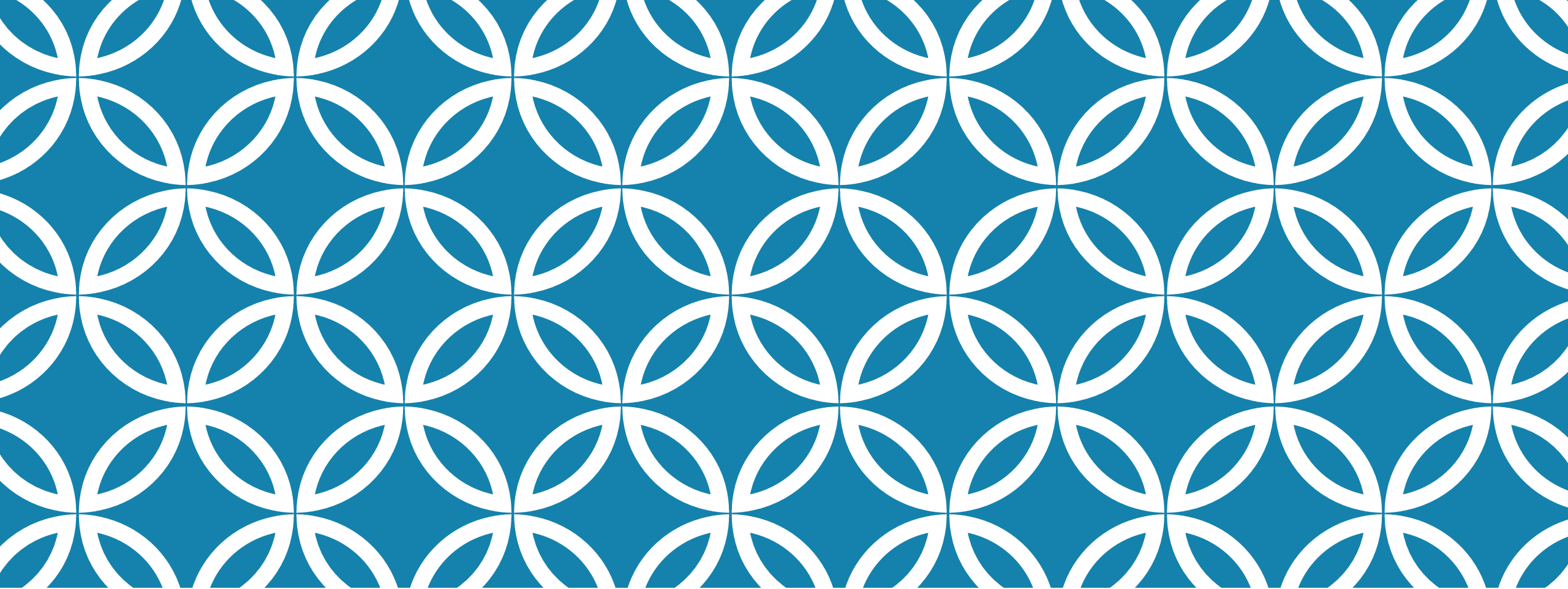
State of the Congregation

- REV. ELLIE KILPATRICK, MINISTER
- REV. HEATHER MEGILL,
DIRECTOR OF RELIGIOUS EXPLORATION AND FELLOWSHIP



Acknowledgements

WENDA ALVAREZ, PRESIDENT



**Elections: Board of Directors, Officers,
Nominating Committee, Bylaws Revision**

ALISA GURALNICK, NOMINATING COMMITTEE CHAIRPERSON

Nominating Committee - Elections

Alisa Guralnick (Chair)

Greg Brown

Angie Knappenberger

1. Candidate Slate for **Board of Directors**
2. Officer Slate for **President/Vice-President**
3. **Nominating Committee** Slate
4. **Bylaws Change** - Nominating Committee

Board of Directors – Thank you!!

Mary Anne Trause

Andi MacLeod

Livia Walsh

3-year terms ending 6/30/2025

Board of Directors – Continuing

Pamela Parker
Julia Darling



3-year terms
ending 6/30/2026

Wenda Alvarez
Larry Jones



3-year terms
ending 6/30/2027

Board of Directors – Slate: New Members

Linda Giannelli Pratt

Greg Trigeiro

John Drewe

3-year terms ending 6/30/2028



Per our Bylaws: **Nominations from the Floor:**

Nominations shall be closed only after an opportunity has been given to Voting Members at the Annual Meeting to make further nominations, each with the nominee's prior consent.

Officers

President
Vice President



Elected at Annual Meeting
One-year term

Secretary
Treasurer



Elected by the Board at its 1st Meeting;
may or may not be voting members
of the Board; One-year term;
may be re-elected

Board of Directors – Slate: Officers

President Candidate:

Linda Giannelli Pratt

Term 7/1/2025 to 6/30/2026

Vice President Candidate:

Greg Trigeiro

Term 7/1/2025 to 6/30/2026



Nominating Committee: Candidate Slate

Alisa Guralnick

Angie Knappenberger

Mary Anne Trause

2-year term, 7/1/2025 – 6/30/2027



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Bylaws Change: Nominating Committee

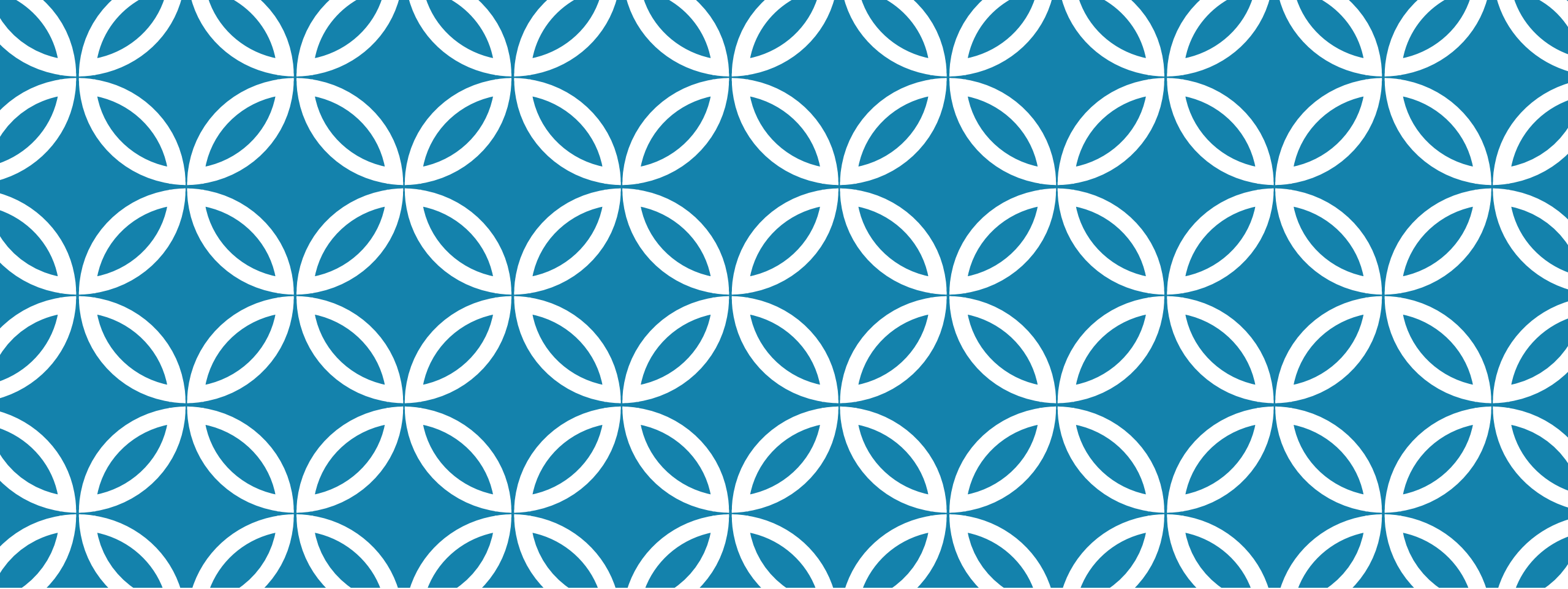
The Nominating Committee has proposed an update to the Bylaws, to allow the Nominating Committee to replace a committee member who resigns between Congregational Annual Meetings. This language mirrors what the Board does in similar circumstances.

Bylaws Change: Nominating Committee

Article X. Nominations, Section 1

Added: “If at any time a vacancy occurs on the Nominating Committee, the remaining Committee members shall appoint a Voting Member of the Fellowship to fill the vacancy within two months. The appointed Committee member shall serve until the next Annual Meeting, at which time the Voting Members shall elect a Nominating Committee member for a new two-year term. The Voting Membership shall be notified in writing of such a vacancy prior to Committee appointment.”





Treasurer's Report

SARAH MILLER, TREASURER

TREASURER'S REPORT: FY 24 - 25

Five Special Collections:

- \$262 collected for Holiday Baskets
- \$1800 for our Guatemalan Families
- \$994 for Helping our Neighbors
- \$2037 for Casas de Luz (Christmas Eve)
- \$938 for Stay Cool For Grandkids

Three legacy donations (Ken Schultz, Gus Thornburn, Iris-Ann Decelles)

Two Capital Fund pledge drives (\$661k and \$128k pledged)

One matching grant (\$190k from Spirit Level Foundation)

Revenue and normal expenses are pretty much as expected

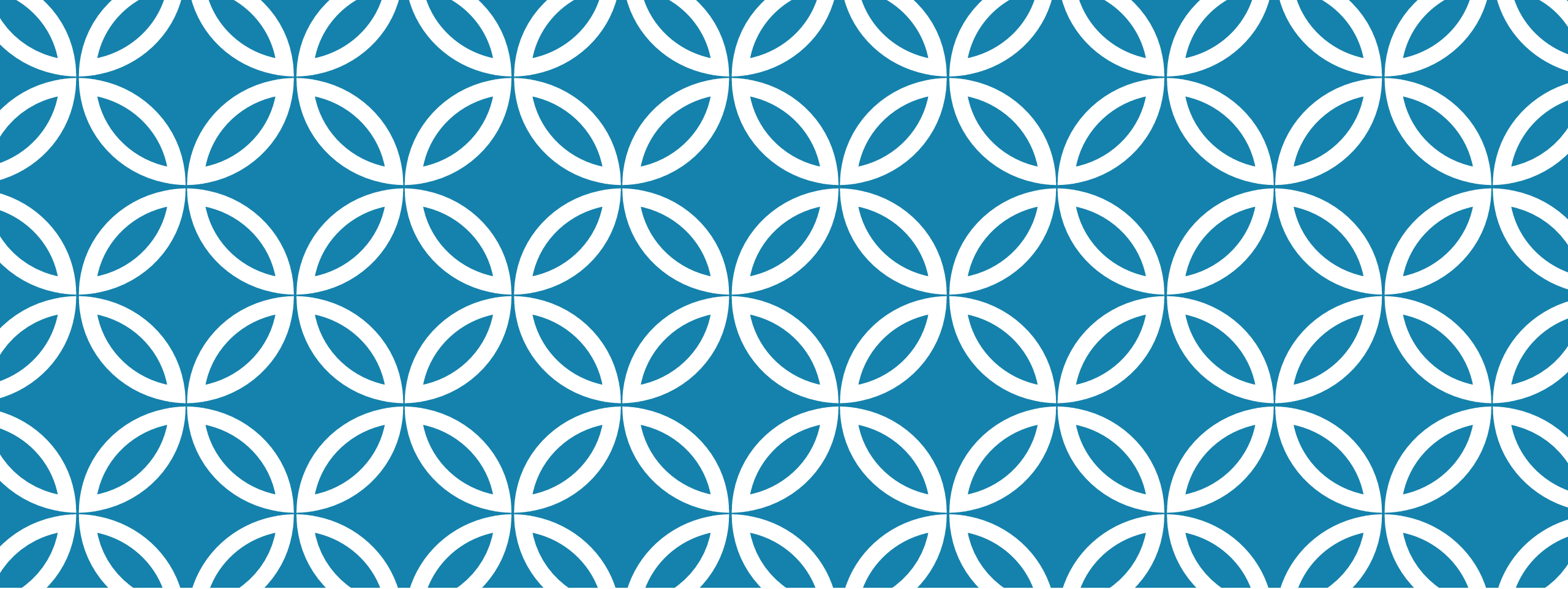
\$12k in unbudgeted expenses (for storage unit and classroom flooring)

	FY24-25 Budget	FY24-25 to 6/18/25	%
INCOME			
Pledges	\$321,100	\$307,577	96%
Sandy Hill	\$51,600	\$55,000	107%
Other Site Revenue	\$1,000	\$12,899	1290%
Fundraising	\$15,550	\$1,937	12%
Investements	\$13,000	\$12,104	93%
Sunday Collections	\$12,000	\$12,425	104%
Other Contributions	\$5,500	\$4,742	86%
Total Income:	\$419,750	\$406,685	97%

	FY24-25 Budget	FY24-25 to 6/18/25	%	Notes
EXPENSES				
OPERATIONS				
Office	\$13,400	\$13,144	98%	
Finance	\$12,550	\$14,911	119%	Increase in fees, new computer
Facilities	\$37,300	\$42,150	113%	New cushions for amphitheater
Total Operations:	\$63,250	\$70,205	111%	
COMMITTEES	\$9,775	\$4,888	50%	
PROGRAMS	\$10,450	\$15,924	152%	Approved increase in DRE budget, Approved piano refurbishing

	FY24-25 Budget	FY24-25 to 6/18/25	%	Notes
PERSONNEL				
Minister	\$131,192	\$119,209	91%	
Administrator	\$53,241	\$52,874	99%	
DREF	\$51,446	\$41,080	80%	
Music Director	\$19,411	\$18,927	98%	
Accompanist	\$12,753	\$12,018	94%	
AV technicians	\$24,075	\$20,105	84%	
Setup Crew	\$7,250	\$8,170	113%	extra event set ups
Childcare	\$5,900	\$5,413	92%	
Custodian	\$15,600	\$16,169	104%	extra event cleanings
Other Expenses	\$5,015	\$8,569	171%	staff searches, security checks, etc
Total Personnel:	\$325,916	\$302,567	93%	

	FY24-25 Budget	FY24-25 to 6/18/25	%	Notes
OTHER				
UUA Dues	\$10,000	\$10,000	100%	
Other Expenses	\$0	\$12,372		Storage unit rental fee, new Sandy Hill flooring split 50/50
Total:	\$10,000	\$22,372	100%	
Total Expenses:	\$419,391	\$415,956	99%	
NET INCOME:	\$359	(\$9,271)		



2025-2026 Budget

SARAH MILLER, TREASURER

FY 25 – 26 BALANCED BUDGET

Expense reduction highlights:

- Copier costs are \$3,200 (savings of \$4,200)
- No solar loans to pay (savings of \$4,400)
- Giving minimum contribution to UUA (savings of \$9,000)
 - Authorizing Board to reconsider this contribution in June 2026.
 - If net income is then positive, Board may, at its discretion, contribute more to UUA

Expense increase highlights:

- 3.5% COLA for all employees (increase of \$9,700)
- Expanded financial support for RE (increase of \$6,800)
 - Upgrading one position from childcare to teacher (rate increased from \$25/hr to \$29/hr)
 - Adding hours to cover family events (parents night out, debenneville weekend, ...)
 - Adding OWL training

Other highlights:

- Pledged income is (as of 6/19/25) ~\$4k less than last year

**FY25-26
Balanced
Budget**

Notes on Balanced Budget for Fiscal Year 2025-2026

INCOME

Pledges

\$314,000

\$330,700 pledged * 95% and rounded (based on amount pledged as of 6/9/25)

Sandy Hill

\$52,800

\$4,400/m per contract

Other Site Revenue

\$10,000

Phase II renovations will likely reduce special event income

Fundraising

\$13,000

We did not have an auction in FY24-25. This number is based on FY23-24 revenues

Investments

\$11,000

Interest on our Board Designated Reserves

Sunday Collections

\$12,000

Based on FY24-25 revenues

Other Contributions

\$4,000

Based on FY24-25 revenues

Total Income:

\$416,800

FY25-26

**Balanced
Budget**

Notes on Balanced Budget for Fiscal Year 2025-2026

EXPENSES		
OPERATIONS		
Office	\$9,700	Based on FY24-25 + inflation (lower than last year due to new printer contract)
Finance	\$14,450	Based on FY24-25 + inflation
Facilities	\$38,300	Based on FY24-25 + inflation, includes new kiosk monitoring service
Total Operations:	\$62,450	
COMMITTEES	\$8,270	Board, Communications, Membership, Pastoral Care, Planned Giving, Stewardship, Worship
PROGRAMS	\$13,450	Programs: \$2.5k Fun&Fellowship; \$2k Music; \$5450 RE; \$3.5k SAC

**FY25-26
Balanced
Budget**

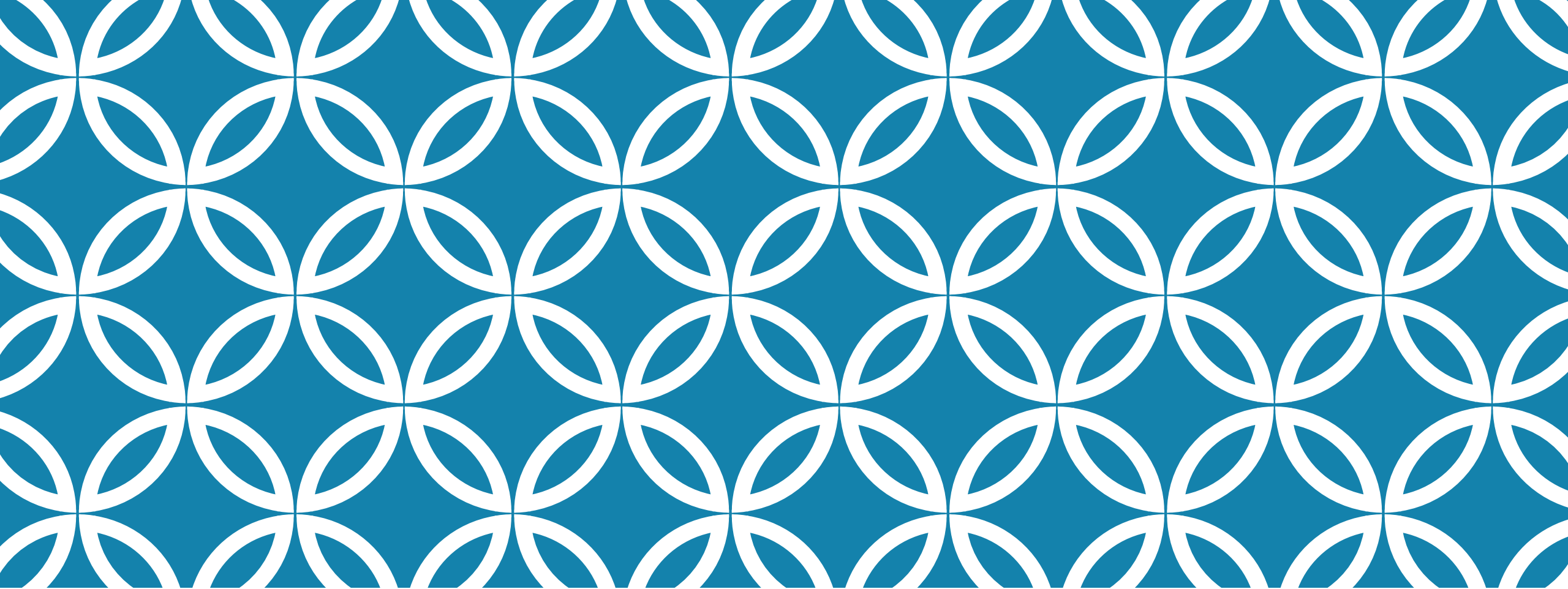
Notes on Balanced Budget for Fiscal Year 2025-2026

PERSONNEL

Minister	\$134,330	Current Salary +COLA
Administrator	\$48,550	\$35/hr *20hrs/wk * 52wks +COLA +PRTax
DREF	\$52,320	\$35/hr *20hrs/wk * 52wks +COLA +PRTax
Music Director	\$20,058	Current Salary +COLA (for 15hrs/wk * 25wks) +PRTax
Accompanist	\$13,200	Current salary +COLA (for 6hrs/wk * 52wks +PRTax
AV technicians	\$23,999	(7hrs*42wks*\$60/hr)+(7hrs*10wks*\$30/hr) +10 hrs extra each +COLA +PRTax
Setup Crew	\$8,913	1 person @\$25/hr *5hrs/wk *52wks +60hrs extra +COLA +PRTax
Childcare	\$5,460	1 person @\$25/hr *2hrs/wk *48wks +100hrs extra +COLA +PRTax
RE Teacher	\$4,495	1 person @\$29/hr *2hrs/wk *48wks +48hrs extra (new position, no COLA) +PRTax
Custodian	\$17,100	\$500/payperiod *26 payperiods + \$100/pp for grounds keeping + 10 sp ev @\$150
Other Expenses	\$3,000	Liability insurance, background checks, job postings, direct deposit fees
Total Personnel:	\$331,460	

	FY25-26 Balanced Budget	Notes on Balanced Budget for Fiscal Year 2025-2026
OTHER		
UUA Dues	\$1,000	Full UUA Annual Program Fund Fair Share request is \$19,310
Reserves	\$0	Facilities and Operations Reserves are currently fully funded
Total:	\$1,000	
Total Expenses:	\$416,630	
NET INCOME:	\$170	

Rank	Income	FY 25-26	Expense	FY25-26	NET
		Total Revenue		Total Expense	
1	Pledged Income	\$330,700	Personnel	(\$331,460)	(\$760)
	(- 5% rounded)	(\$16,700)			
2	Rental Income	\$62,800	Operations	(\$62,450)	\$350
3	Fundraising	\$13,000	Programs	(\$13,450)	(\$450)
4	Misc	\$16,000	UUA Dues	(\$1,000)	\$15,000
5	Investments	\$11,000	Committees	(\$8,270)	\$2,730
	TOTALS	\$416,800		(\$416,630)	\$170



Capital Improvements: Exciting Progress!!

JON LUFT, DREAM BUILDERS COMMITTEE CHAIRPERSON

Dream Builders

DREAM BUILDERS COMMITTEE

- Oversight management and execution of capital project on campus
- Monthly Zoom Meetings
- All welcome and always seeking new Committee Members
- Active participation on actual projects

THREE MAIN PROJECTS

- Administration Building
- Phase 2 (reduced scope)
- Palmer Library

ADMINISTRATION BUILDING

- Originally part of the Domus Master Plan
- Split off as Stand Alone when we decided to Phase the Master Plan
- Known as Phase 1 and exempt from Coastal Commission permitting

Dream Builders

ADMINISTRATION BUILDING *(continued)*

- Permit from City in mid November 2023
- Cost to date \$313,350, about half of the lowest competitive bid
- Sacrificed speed for lower costs, compounded by Owner changes
- Handover from contractor scheduled for July 15
- Interior ready for occupancy as a priority

PHASE 2 - reduced scope

- Fire Truck Turnaround, access paths improvements, and related landscaping
- Under jurisdiction of City of Solana Beach and California Coastal Commission
- Competitive bids received in October 2024, beyond our available funding
- Working with Low Bidder to reduce scope
- A/E team redesign after meeting with city to approve reduced scope
- 19 optional parking spaces, new trash enclosure, and future utilities deferred
- Expecting formal re-bid price from Low Bid Contractor by June 30
- Coordinating cost with Capital Campaign

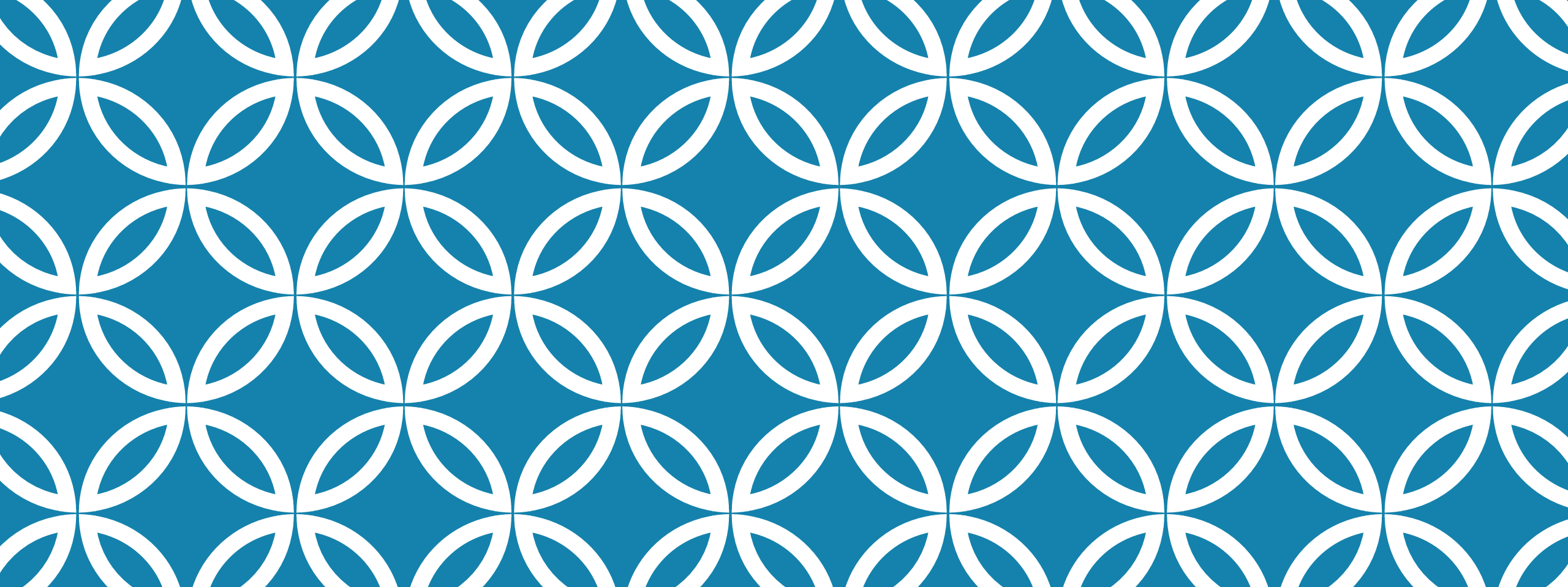
Dream Builders

PHASE 2 - reduced scope *(continued)*

- City is in final review of comments from their last back check for the Building Permit
- City Grading Permit review is done, ready to go
- Coastal Commission is in final review of the Pollution Prevention Plan, 4 – 6 weeks
- Owner/Contractor contracts in final stage of development
- Soliciting now for Performance Bond for Grading permit
- Could be ready to execute contract for construction around mid July
- Expect 3 - 4 month construction, far west end
- Disruption to parking lot and vehicular access
- Access to Amphitheater not certain during this period
- A/E and Dream Builders team ready to assist

PALMER LIBRARY

- Dedicated RE Space
- New Lighting
- New Paint



Capital Campaign

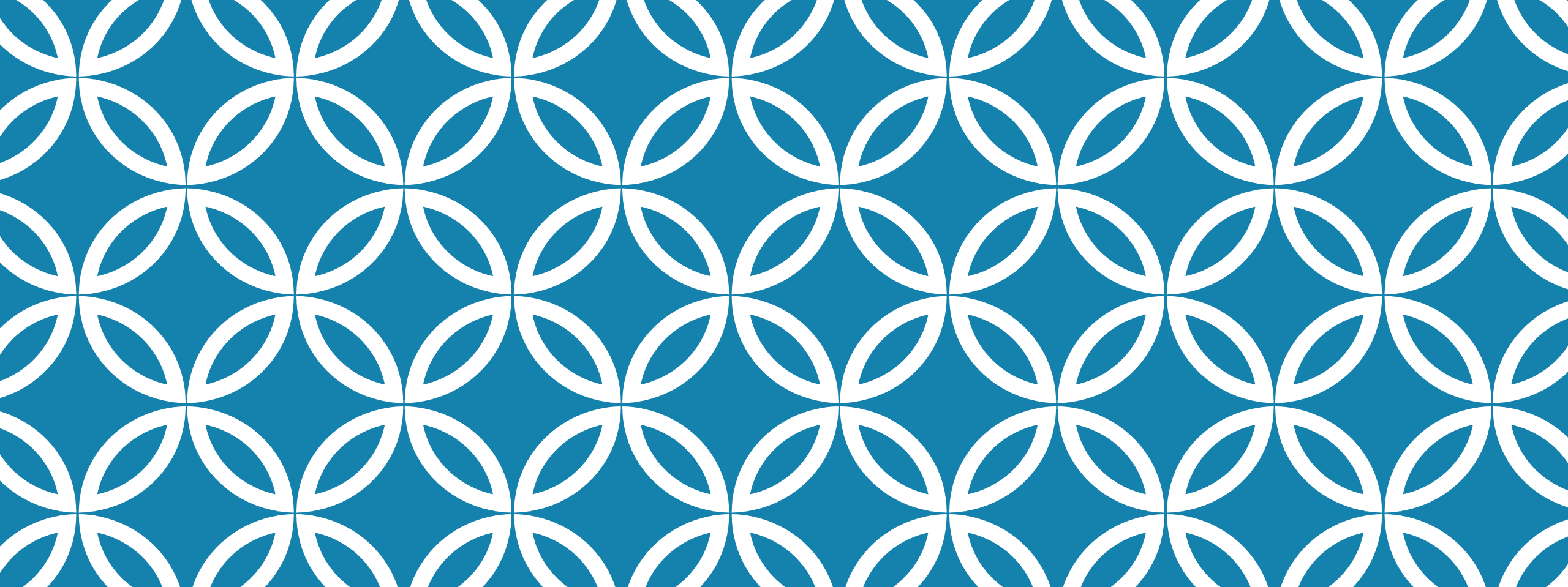
LISA SHAFFER, CAPITAL CAMPAIGN COMMITTEE

CAPITAL CAMPAIGN



- Fund-raising goals have been met, based on best estimates from Dream Builders
 - Total anticipated for Phase 2: \$1.6 million
 - \$1.3 million in hand
 - Balance expected by June 30.
 - Final pledge payments due June 30, 2025 so we have funds in hand when we sign the contract
 - Includes matching grants from Spirit Level Foundation and members
- Actual cost for construction contract will be available very soon
- We have high confidence we have enough money to proceed

THANK YOU FOR YOUR GENEROSITY. CURRENT AND FUTURE MEMBERS WILL BENEFIT FROM OUR EFFORTS TO MAKE THE CAMPUS SAFER AND MORE ACCESSIBLE.



Endowment Fund – Grant Awards, New Members

MARK TULLER, ENDOWMENT COMMITTEE CHAIRPERSON

Endowment Committee

- Approve grants for FY 2025-26
- Grants total \$4,570
- Balance between stewarding principal & carrying out Endowment's purpose of making a difference
- Endowment balance before grants \$164,569 (June 10)
- Endowment principal from donors \$159,389
- Balance after grants before market change \$159,999
- Total of \$17,895 granted

Alisa Guralnick, Angie Knappenberger, Greg Trigiero, Maria Moodie

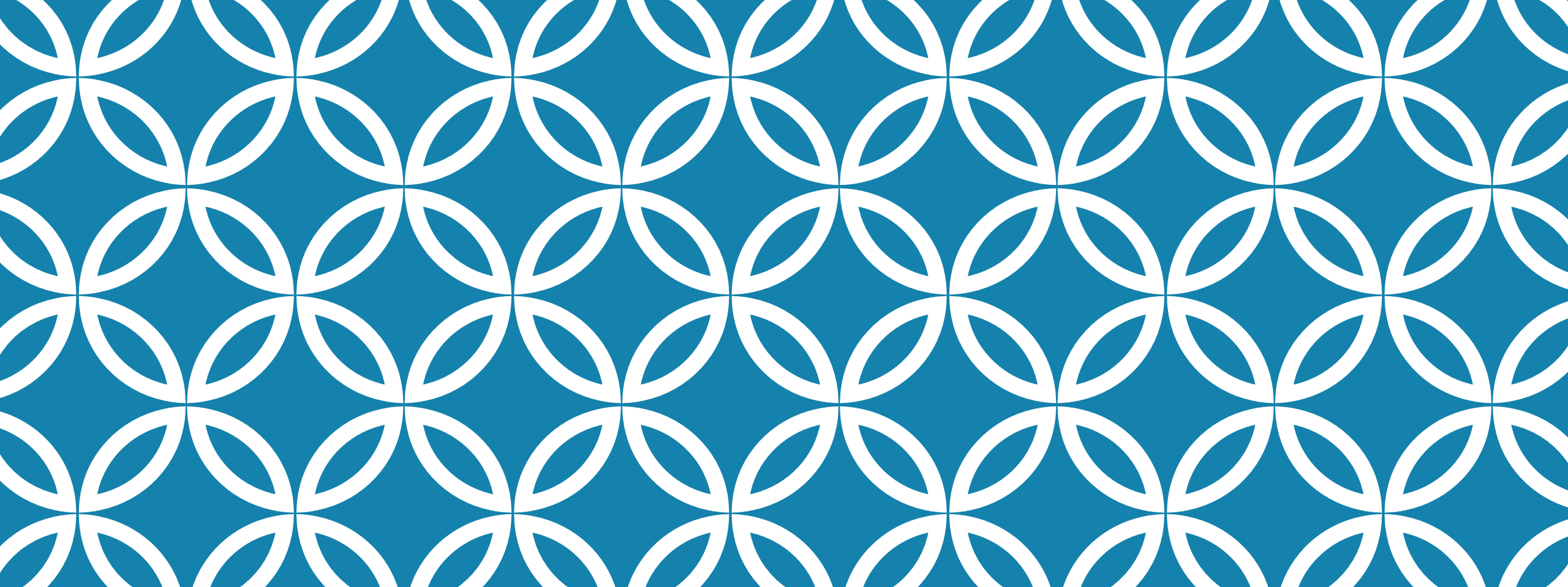
GROUP OR CAUSE	DESCRIPTION	GRANT AMT
UUFSD Social Justice Action	Homeless shower token funding	1,000
UU The Vote	Letters, postcards for 2025 elections	500
Environmental Health Coalition, non-UUFSD non-profit	Activism work in and for neighborhoods impacted by environmental racism, e.g., lead exposure	700
Music Committee	New conductor's chair for Music Director	370
UUFSD Social Justice Action	Emergency immigrant relief in Solana Beach & Cardiff	1,700
Interfaith Shelter Network	Support UUFSD's week aiding homeless shelter at local Catholic church, for gas money, etc.	300
		4,570

PROPOSER	GROUP OR CAUSE	DESCRIPTION	AMT REQ'D
Irv Himmelblau	UUFSD Social Justice Action	Homeless shower token funding	1,200
Greg Trigiero	UUFSD Climate Action Group	Donation to Climate Action Now website	500
Betsy Gilpin	UUFSD Membership Committee	Buy iPad for visitors to fill e-visitor card	313
Vanessa Reed	Navigators US, non-profit	Fee to start scout troop at UUFSD in '25-'26 school year	150
Ted Foster	UU The Vote	Letters, postcards for 2025 elections	1,500
Maria Moodie	Environmental Health Coalition, non-UUFSD non-profit	Activism work in and for neighborhoods impacted by environmental racism, e.g., lead exposure	1,000
Lisa Shaffer	UUFSD Capital Campaign	Toward Spirit Level matching grant & \$380K goal for Phase 2	5,000
Patricia Cofre-Stone	UUFSD Camping Club	Subsidize campout participation	800
Cathy Leach-Phillips	Music Committee	New conductor's chair for Music Director	370
Robin Sales	UUFSD Social Justice Action	Emergency immigrant relief in Solana Beach & Cardiff	2,000
Mary Anne Trause	Interfaith Shelter Network	Support UUFSD's week aiding homeless shelter at local Catholic church, for gas money, etc.	300
			13,133

Growing the Endowment

- The Endowment is forever—support your values
- Legacy Pledges
- Current Donations
- Memorial Donations
- What would we do with \$400K instead of \$160K?
- Thanks to donors
- Vote





President's Message

WENDA ALVAREZ, PRESIDENT



Chalice Extinguishing

We extinguish this flame
but not the light of truth,
the warmth of community,
or the fire of commitment.
These we carry in our hearts
until we are together again.

Endowment

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- Alisa Guralnick, Angie Knappenberger, Greg Trigiero, Maria Moodie

GROUP OR CAUSE**DESCRIPTION****GRANT
AMT**

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Homeless shower token funding

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UU The Vote

Letters, postcards for 2025 elections

500Environmental Health
Coalition, non-UUFSD non-
profitActivism work in and for neighborhoods impacted
by environmental racism, e.g., lead exposure**700**

Music Committee

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UUFSD Social Justice Action

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