

UUFSD Board of Directors Meeting Minutes

Sunday, 10/12/25, 11:45 AM, Location: UUFSD, Founders' Hall

Attendees:

Linda Pratt, President
Greg Trigeiro, Vice President
Wenda Alvarez
Pamela Scott
Larry Jones
Julia Darling
John Drewe
Lisa Shaffer, Secretary (via Zoom)
Susan Hahm, Treasurer
Heather Megill, Minister

Guests:

Kathryn Sturch
Ted Foster
Jon Luft

- I. **Consent Agenda - Approved Unanimously**
 - A. Sept. 7 2025 Board Meeting Minutes
 - B. September 13, 2025 Board Retreat Minutes
ACTION Pamela moved to approve; Julia seconded; unanimous

- II. **Actions from last meeting - covered in agenda for this meeting.**

- III. **Reports - no comments unless otherwise noted**
 - A. DREF
 - B. Administrator
 - C. Finance

Susan- reports that were uploaded are preliminary; meeting Oct. 28 with consultant and bookkeeper and Sarah. The consultant contract has been established. She will set up Quickbook accounts for capital accounts and other tasks including educating staff and Board on how to read the balance sheet with those changes.

November board meeting will have updated financial statements.
Consultant contract is \$150/hour; less than \$500 total.

- D. Transition Team - nothing to report
- E. Dream Builders - See Discussion
- F. Leadership Council report - Heather asks for feedback from Board on format and content of report.

ACTION: Add Leadership Council reports to future Board agendas.

ACTION: Provide one staff report with DREF and Administrator; one from the Minister; and one from Leadership Council for future Board meetings. The Transition Team may complete their objectives by the end of November.

IV. **Discussion Items**

A. Jon Luft's recommendations to the Board (*see Discussion Folder*)

- a. P&P modifications for Dreambuilders and Design Review are needed.
- b. A paid project manager will be needed in future phases of Master Plan implementation.
- c. Once Phase II is complete, the Board and Congregation need to consider implementation of the next part of the Master Plan, recognizing that a new Capital Campaign will be needed.

Phase II will be done at least by the end of the year. A group other than Dreambuilders needs to keep following the legacy of the master plan and start thinking about the rest of it. Whose responsibility is it to continue that vision?

Jon's experience is that he ended up with much deeper involvement than anticipated, and that is not sustainable. He is not aware of an individual with the skill set for a large construction project manager in our congregation. Outside expertise will be needed.

P&P 450 - DreamBuilders Committee should be more of an advisory group rather than active project management team. Advising Board on prudence of accepting a proposal from an outside group, for example. Need some Fellowship representation, but not as the primary action group.

P&P 350 Design Review Committee needs to be reviewed as well. We need input from the Design Review Committee - Jon Luft, Linda Luisi, Clint Stoddard, Greg Brown.

Everyone expressed their appreciation to Jon for his professionalism and dedication.

B. Coffee with the Board -Greg and Julia and Linda. Two requests: 1) can we plant oak trees - referred to Design Review; and 2) can we have a concert in next six months with Emma's Revolution or Peter Mayer - referred to Music Committee. No other requests.

C. "Special Care Congregation" status (Linda)

On Oct. 10, Rev. Heather and Linda met with Rev. Tania Y Márquez, UUFSD's liaison to the UUA Pacific Western Region team, and Rev. Sunshine J. Wolfe, Regional Lead for the Pacific Western Region. UUA has determined that UUFSD is a "Special Care Congregation." An official letter will be sent soon that will include additional information and resources. We are already working toward many of the objectives mentioned at the meeting, and now we'll have help.

Part of the reasoning for this status is because UUFSD has had 11 ministers since 1999 (note: this includes interims), which exceeds the norm.

UUA will provide UUA staff support that will be paid by UUA to help us over the next two years. First, a workshop on boundaries and right relations will be developed in concert with the Board and Minister. This will cover relationships between Board and Minister, Minister and Staff and Congregation and Minister.

Goals will be collaboratively established and tracked. After boundaries and right relations, there are other topics over multiple years. This will be a good thing to help us with where we're already going. UUFSD cannot search for a settled minister until we've gotten through this process. Timeline depends on the goals we create and how long it takes to achieve them.

D. Right Relations Task Force Proposal (Wenda, Kathryn Sturch) (see *Discussion Items Folder*)

Consideration of the proposal is tabled in lieu of Special Care Congregation activities. Background information and related research from the 2021 Right Relations team is compiled in the proposal.

E. P&P discussion (*see Discussion Folder*)

Some of it was covered by Jon Luft's discussion. Nancy Hebert needs someone else for the P&P committee. Kathryn is resigning as chair of Finance.

F. Proposal to reinstate "Volunteer Celebration/ luncheon" (Linda)
The idea to find ways to recognize volunteers, either at a periodic special luncheon or in some other forum has been delegated to the Leadership Council to organize and schedule as appropriate. Note that there are multiple auction item events scheduled for January, in addition to the congregational meeting.

ACTION: delegated to the Leadership Council to organize and schedule as appropriate.

G. Review 5-Month Plan from Board Retreat

- a. Board covenant (ALL)
Pamela suggested a change: all Board conversations should NOT be confidential except executive sessions. Linda will change it.
- b. Board to work with the Minister to establish the Committee on Ministry. The COM will create P&P. - SPECIAL CARE Item
- c. Conclude mission/vision effort - SPECIAL CARE item
Work to garner agreement on mission statement (Pam and Linda)
- d. Establish Committee on Right Relations (Wenda) - SPECIAL CARE item
- e. Support the Leadership Council (ALL)
- f. Prioritize in-reach/membership/hospitality (Leadership Council has the lead) (ALL) - delete since LC has the lead
- g. Prepare for next year's minister's contract - SPECIAL CARE item
Start plan - Wenda, Pamela, Greg
- h. Hire new Congregational Administrator & DREF

DONE!!

V. Other Business

Pamela - magnetic name tags that say "Board Member" - cost \$10-15/each. Advised not to bother - that people will lose them, so don't do it. Recommend using paper badges on necklaces - maybe different colors.

ACTION: Greg to ask the administrator to make new name badges for Board members.

VI. Executive Session

Review and approve minutes from Oct. 1 executive session

Pamela moves; Wenda seconds; unanimous

Adjourn at 1:08 pm

UUFSD Board Meeting . August 2025 . RE Report

2025-26 RE Theme: Keep the Momentum Going!

REGISTRATION

Registration and new classes begin September 14th for our new 2025-2026 year.

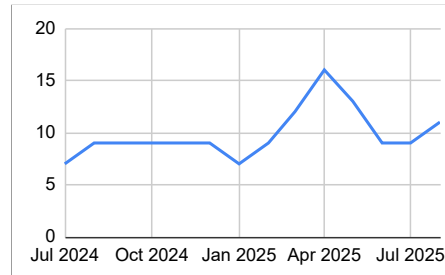
ATTENDANCE

Art Club (8/3/25): 9 (3 children, 5 adults, 1 RE Staff)
 UU Brewhouse (8/22/25): 30+ (4 teens, 24+ adults, 1 RE staff, 1 DREF)
 Game Night (8/18/25): 13 (4 children, 8 adults, 1 DREF)

WORSHIP

	Tod-PK	K-2	3-6	7+	Total
8/3/25	2	1	0	2	5
8/10/25	5	6	4	3	18
8/17/25	2	1	2	2	7
8/24/25	5	6	3	2	16
8/31/25	3	1	2	4	10
AVERAGE	3	3	2	3	11

AVERAGE MONTHLY ATTENDANCE



PROGRAMMING

Anticipated 2025-2026 Programming includes:

RE Volunteer Lunch & Training (Sept)	Cafe Valentino's (Feb)
Casas de Luz Fundraiser (Sept)	Easter Egg Hunt (Apr)
Casas de Luz Home Build (Oct)	Spring Play (April)
Holiday Party (Dec)	Pride By the Beach (June)
Christmas Pageant (Dec)	Community Beach Party (August)
OWL (4-6 & 7-9) (starting Jan)	

ONGOING

Art Club (1st Sundays)
Parents Night Out (2nd Sat)
Game Night (3rd Mondays)
UU Brewhouse (4th Fri)

SUPPORT

RE PERSONNEL

of Fully Trained, Active Volunteers: 10
 # of Partially Trained, Active Volunteers: 1
 # of Childcare Employees: 1

*Prepared by Rev. Heather Megill
 9/5/2025, heather@uufsd.org*

Teacher Hire

With Linda Pratt's approval, the RE committee is hiring Emily Host in the position of RE Support Teacher. She does not need to resign her membership per the P&P. She will work up to 10 hours/week until the new DREF is hired and in place to help support the RE program during this time of transition.

UUFSD Right Relations: Proposal and Resources

Submitted by: Wenda Alvarez, Board Member | October 8, 2025

Proposal

Goal: Establish Committee on Right Relations

This goal is one of the priorities identified at the Board of Directors Sept. 13, 2025 retreat. Wenda Alvarez volunteered to reach out to prior Committee on Right Relations members (Christie Turner, Kathryn Sturch and Robin Mitchell) and to request background information and participation in CRR reactivation.

Preliminary Schedule

	Convene a task force to revisit the 2021 Proposal for a Committee on Right Relations by this date.
Oct. 20, 2025	<ul style="list-style-type: none">• Wenda Alvarez, Board Representative• Heather Megill, Minister• Christie Turner, 2021 CRR Study Group• Kathryn Sturch, 2021 CRR Study Group• Andi McLeod
Dec. 01, 2025	Task Force submit CORR proposal for Board review. Proposal to include objectives, scope, schedule and names of prospective CRR members.
Dec. 14, 2025	Board of Directors consider Committee on Right Relations Proposal and Implementation Plan at Board Meeting.
Jan. 27, 2026	Announce CORR purpose, members, etc. at Congregational Meeting.
Mar. 31, 2026	Quarterly progress report
Jun. 22, 2026	Quarterly progress report at Congregational Meeting

Background

2021 March: Proposal for a Committee on Right Relations (published in Newsletter, website, etc.)

A study committee has been convened to provide a proposal for a Committee on Right Relations for UUFSD at our June congregational meeting. Rev. Jo and the Board have requested that we consider a separate committee to be available to aid in resolving conflicts and strengthening our bonds with one another. The members of the study committee are Robin Mitchell, Kathryn Sturch, Glen Bortnick, and Christie Turner. The written proposal will be published well in advance of the meeting and comments or questions are welcomed at: rightrelations@uufsd.org

UUFSD Staff & Programs Board Report

October 5, 2025

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MINISTER'S SUMMARY

Staff is in the process of being hired. The DREF, Emily Host, will begin on October 13th. The Administrator position is not yet resolved. The Leadership Council has a more focused direction, which includes a reorganization of the P&P and cluster representatives. They have produced their first report (attached.) Members of the LC continue to meet with the Transition Team to discuss the health of various committees and groups. There is movement with the newly branded Compassionate Care team (formerly Pastoral Care). The Committee on Ministry needs to be developed.

<i>Items for Board action @ Board meeting on October 12, 2025</i>	
Committee on Ministry	The Board should discuss/choose 3 committee members for the COM so meetings can begin in November. Recommendations are in the Minister's Report.
Leadership Council P&P	The Leadership Council P&P has been redrafted and seeks approval from the P&P Committee and the Board. It has been sent to the Policies & Procedures committee for review.

Google Gmail interface showing an email from a Google Groups "Board" group. The email content includes a question about burdening an individual, a response from Jon, and a footer with unsubscribe and discussion links.

unreasonably burdening a single individual from within the Fellowship?

I do not know how long his might take, and I'll have some prepared statements, but it should allow time for background and then broad ranging discussion. These are big, long term topics that need attention. If you feel a meeting of a different sort is a better format for this than your regular board meeting, I'm ok with that as long as the board is the audience for an in-person meeting, and we don't wait too long to have it.

Your call, I'm flexible, please let me know,

Thanks, Jon

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Reply Reply all Forward

To avoid Board email overload