

# **APPROVED**

## **UUFSD Board of Directors Meeting Minutes**

Sunday, December 14, 2025, 11:30 AM Founder's Hall West

### **Attendees:**

Linda Pratt, President  
Greg Trigeiro, Vice President  
Wenda Alvarez  
Pamela Parker  
Larry Jones  
John Drewe  
Julia Darling

Lisa Shaffer, Secretary  
Susan Hahm, Treasurer  
Rev. Heather Megill, Minister

On Zoom (briefly)

Linda Luisi  
Ted Foster

1. Celebrations
  - a. New members – 7 were welcomed last month
  - b. November Forum - more than 40 people attended
  - c. COM members chosen by the Board. Rev. Heather is working on selecting her three members
  - d. Music Sunday was amazing.
  
2. Consent agenda – Linda moves, Pamela seconds **APPROVED**: 6 yes, 1 abstain
  - a. Minutes from November Board meeting
  - b. Founders Hall Glass replacement
  - c. Facilities rental
  
3. Actions from November meeting
  - a. Updated financial reports – Financial reports for June - October 2025 have not been approved by the Board. The June report is also the year-end report for FY 24/25. Prior report submittals are pending accounting corrections. Susan indicated corrected reports will be ready for the January Board meeting.

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- b. Task force to research whether an accrual-based accounting or the current cash basis accounting is best for UUFSD. They will solicit bids from accounting firms/CPAs to review our accounts, pending the cost. Drewe gave a preliminary update from a firm. Wenda is stepping down from the task force, and Greg will join the group.  
**ACTION:** Continue research, including a review from other local congregations about their practices, and provide monthly progress reports until such time that a full report to the Board is finalized and presented for consideration.
  - c. Leadership Council P&P - Deferred to January
  - d. Discussion of how the board makes decisions: deferred from November and accidentally omitted from December, so it will definitely be on the January Board agenda.
4. Reports
- a. Leadership Council & Publication Update  
Rev. Heather gave an overview of the issues being discussed regarding both content and structure of the various communication tools and platforms now in use. The goal is to make the structures (e.g., website) easier to maintain and update, and to ensure that the content of external-facing platforms is curated using a consistent set of guidelines. Among the considerations is protecting images of children, respecting personal joys and sorrows, and honoring licensing restrictions on music. It is also important to know when it is appropriate to speak "for the congregation" versus communication from individuals or groups within UUFSD.
  - b. Staff Reports  
It was noted that YouTube views should not be included in attendance counts.
5. Discussion Items
- a. Thorburn Estate Proposal - pulled from consent - Pamela moves, Julia seconds, **APPROVED** 6 yes, 1 no

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- i. Approved with modification that since the office furniture has already been purchased, these funds would reimburse the account that had been used for this purpose.

- b. Concert proposal

The Board supported the proposal to re-start a concert series. They recommended concerts start no later than 4:00 pm on Sundays. The concert team may bring a proposal back to the Board, which may include start-up costs for things like renting a modular stage and marketing.

- c. Fire Safety Contract

The current system is old and expensive to maintain. Staff is seeking multiple bids to replace it. No recommendation is available yet.

- d. January 18 Congregational Meeting Agenda

The Board reviewed the proposed agenda and agreed to add one slide "In Memoriam." Lisa offered to compile the list. Linda will work with others to arrange a luncheon to precede the meeting.

- e. UUA Event with UUFSD March 28, 2026

The UUA has offered to work with Rev. Heather to plan a "start-up" event, which is typical for a new minister in their first year. March 28 is the agreed date. Details to follow.

Meeting adjourned at 1:20 pm

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### Leadership Council Meeting: November 18, 2025 Report submitted to the Board: December 2025

Items for Board action @ Board meeting on December 14, 2025	
Leadership Council P&P	The <a href="#">Leadership Council P&amp;P</a> 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. [First requested October, 2025, resubmitted December, 2025]

Reporting (non-voting) members:	
President of the Board	<p><b>General</b> - Transition Team update (information provided at Congregational Forum on Sunday, Nov. 23, 2025).</p> <p><b>Staff Update</b> - The Board has approved a salary raise for Katie Klaerich in order to meet industry standards. She will also now be paid stipends for extra rehearsals and Christmas Eve. The Board passed another motion to pay all staff that work on Christmas Eve time-and-a-half pay. - (Heather 11/11/25)</p>
Administrator	Administrator has been working on understanding the current systems that exist at UUFSD that can then be streamlined and expanded upon to be most beneficial in supporting members and staff. Administrator is currently working on both the event rentals process and the weekly checklist for service each Sunday. [Ashley 11-17-25]

Operational members:	
<b>FINANCE</b> (Finance, Stewardship, Capital Campaign, Endowment)	<p><b>Finance</b> - The board-authorized people will meet at the bank on Thursday 11/20/25 to become authorized signers on our bank accounts. Sarah 11/18/25</p> <p><b>Stewardship</b> - Nothing to report (Rich)</p> <p><b>Capital Campaign</b> - The Phase II Capital Campaign has been completed. Sarah 11/18/25</p> <p><b>Endowment</b> - The new members of the committee have met to discuss plans for this year.</p>
<b>FACILITIES</b> (Dream Builders, Design Review, Buildings & Grounds, Library, Memorial)	<p><b>Dream Builders</b> - Needs support via more volunteers.</p> <p><b>Design Review</b> - Nothing to report.</p> <p><b>Buildings &amp; Grounds</b> - Needs site maintenance support via volunteers. The solar panels were cleaned.</p>

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Walkway, Safety & Security)	<p><b>Memorial Walkway</b> - Eberly Barnes is taking over organization. - Heather 11/7/25</p> <p><b>Safety &amp; Security</b> - No movement from this group yet, despite being tasked with completing an emergency plan for campus.</p>
<b>GOVERNANCE</b>	<p><b>Policies &amp; Procedures</b> - Our P&amp;P #430 for the RE Committee has not been updated since March 2009! Liora Kian-Gutierrez, new Chair of RE, and I will work together to update this P&amp;P for approval by the RE Committee and then bring it to the Board for final approval. Angie 11/15/25</p> <p><b>Nominating</b></p> <ul style="list-style-type: none"><li>• Member Debbie Hecht offered a detailed proposal to change our bylaws affecting how the Nominating Committee operates in terms of presenting a slate for Leadership positions (President and VP). Her concern centers around the reality that our last two Board Presidents (Wenda and Linda) came onto the Board as Presidents without having been on the current Board. Her proposal would change our bylaws so that the current Vice President of the Board becomes the next President and the Nominating Committee then only secures a Vice President.</li><li>• The current Nominating Committee members discussed this and all agreed this change is not in the best interest of UUFSD. Linda Pratt (President) and Alisa Guralnik (Chair of Nominating Committee) met with Debbie via Zoom. Both Linda and Alisa stated that while in principle this seemed like a good idea, it seems too restrictive for our situation at UUFSD. Both clarified that the Nominating Committee is very focused on "succession recruiting" and this is an integral part of their interview process with prospective Board members. In addition to asking prospective and current members about willingness to be VP or President, this is from the official P&amp;P for the Nominating Committee.</li></ul> <p><i>"Officer succession planning is an important part of candidate selection. Current Board Members will be included in the consideration of President and Vice President candidates, and continuing board members will be prioritized for these positions. "</i></p> <ul style="list-style-type: none"><li>• Both Linda and Alisa indicated that such a bylaw requirement would have only complicated the work of the Nominating Committee during the times that it was truly necessary to reach outside the current Board members for a President (or Vice President). Such a requirement would NOT have been in the best interest of UUFSD.</li><li>• I talked with Debbie upon my return. My understanding is that she feels heard and understands that moving forward at this time with this specific proposal may not be in the best interest of the Fellowship. She would, however, like us to keep this tucked in our thoughts. Angie 11/15/25</li></ul> <p><b>COM</b> - The Board is making their selections then Rev Heather will submit hers.</p>

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<i>Programmatic members:</i>	
<b>MINISTER</b> (Worship, Music)	<p><b>Worship</b> - Changes to worship elements continue to be reflected on positively. Ashley (Administrator) is starting to help organize and facilitate Sunday mornings twice a month, including creating a new staff set up checklist. - Heather 11/17/25</p> <p><b>Music</b> - Music Sunday is coming up in early December.</p>
<b>DREF</b> (RE & Library)	<p><b>RE</b> - OWL training for Emily this month, as well as reaching out to other possible religious educators as cofacilitators. Working on OWL and Coming of Age for 2026.</p> <p><b>Library</b> - The Library Committee has been moved from the Facilities category to its own category under Community Life. Emily Host serves as the liaison. Adult library has moved to Admin Building. Children's library is staying in Palmer Library.</p> <p>Emily is working on storage needs in regards to program space in the Admin Building and Palmer Library. Be in touch with her if you have items you need stored on campus.</p>
<b>MEMBERSHIP</b> (Development & Growth)	<p>Busy month. Membership forum was nice and we are moving into a New Members Ceremony this coming Sunday. New members are interested in working with committees, including B&amp;G. We are starting up a fellowship potluck on the first Saturday of each month (following the B&amp;G site work). A Membership committee meeting will commence at the end of this month to help facilitate new members becoming connected with others and activities. We also recently had a Meta meeting including people who work on Breeze, pledging, bookkeeping, and other elements related to Membership. We still need a current P&amp;P. We still welcome new members to the committee. (Andi)</p>
<b>COMMUNICATIONS</b> (Communications)	<p>UUFSD Publication Venues 2025 Communications Committee, November 17, 2025</p> <p>The Communications committee has undertaken a re-examination of all our publishing venues in order to better serve our members, friends, and the general public.</p> <p>This reorganization puts our publications into either a MEMBERSHIP category, or a PUBLIC category, depending on the intended audience. MEMBERSHIP means that users request to join, and we have (at least) an email address for each person (eg. Newsletter with 500+ email list). PUBLIC means that we have no idea who is viewing the information (Facebook is a public account).</p> <p>All of our publications are listed below:</p> <p>MEMBERSHIP Newsletter Order of Service Email blasts</p>

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	<p>Nextdoor private group Dialogue <i>Future - current website</i> (members only)</p> <p>PUBLIC Facebook public group Instagram Youtube <i>Future - public Website</i></p> <p>The MEMBERSHIP category will operate much like it does today, including time-sensitive events, tutorials, announcements, blasts, etc.</p> <p>The PUBLIC category will only contain curated content, meaning that any content changes will be heavily wordsmithed before publication. The goal of the PUBLIC venues will be to give visitors a sense of who we are, what we believe, and what we do. They will have images equal in space to words, but will not be “newsy”. The amount of time-sensitive content will be minimal – possibly only Sunday service and public events. Instagram will contain only photos, which could be photos of ads for public events. Facebook could contain any photos that are on Instagram plus ads for public events and Sunday service.</p> <p>The Communications committee will recruit new members with a talent in photography, image creation, and writing to help with our PUBLIC face. They will curate the photos, images, and events on an ongoing basis for public consumption. (Rich)</p>
<p><b>SPIRITUAL DEVELOPMENT &amp; CARE</b> (Spiritual Groups: Sacred Circles, Sacred Texts, Buddhist Groups, Earth Centered Spirituality, Compassionate Care)</p>	<p><b>Sacred Circles</b> - Rev Heather is visiting the circles on a rotating basis.</p> <p><b>Buddhist Groups</b> - Excited to be back in the library. Working on a memorial service for Roger Parker in January.</p> <p><b>Earth Centered Spirituality</b> - Plugging alone having fun.</p> <p><b>Compassionate Care</b> - Currently working on Norma Showalter's memorial for January. There are no current mealtrains. Membership has increased to 6 committee members.</p> <p><b>Sacred Texts</b> - On hiatus.</p>
<p><b>SOCIAL JUSTICE</b> (Climate Action, Casas de Luz, FillABelly, GVP, Homeless Shelter, Food Insecurity, UU the Vote, Palestine-Israel Justice, Immigrant Support) *Helping Our Neighbors</p>	<p><b>Climate Action</b> - Working fine without a current coordinator. Members of the group are trading off coordinating.</p> <p><b>Casas de Luz</b> - Nothing to report.</p> <p><b>Fill A Belly</b> - Nothing to report.</p> <p><b>Gun Violence Prevention</b> - Sandy Hook vigil will be open to the public on Dec 14th. Rev. Heather is working with Steve Bartram on a short sunset service.</p>

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	<p><b>Interfaith Shelter</b> - Nothing to report.</p> <p><b>Food Insecurity</b> - Betsy is taking over the work Norma was doing.</p> <p><b>UU the Vote</b> - We had 11 members write 420 Letters.</p> <p><b>Palestine - Israel Justice</b> - Nothing to report.</p> <p><b>Immigrant Support / TIAS</b> - Support was requested by Robin Sales for TIAS to become a SJA "group." More information was requested from Robin Sales as to what that means.</p> <p><b>Generosity Sunday</b> - Victor Seguritan has taken over Gen Sunday. Julia Darling's daughter is interested in applying for Gen Sunday for her non-profit that supports sex ed classes in schools.</p>
<p><b>FUN &amp; FELLOWSHIP</b> (Social Groups, Kitchen)</p>	<p><b>Book Club</b> - No update.</p> <p><b>Men's Groups</b> - September sign ups had one person sign up and he has joined a group. There will be signups every September. The ideal number is 9 people. There are 12 in the group currently, not enough to create a new group.</p> <p><b>Women's Group</b> - No update.</p> <p><b>Outdoor Adventures</b> - No update.</p> <p><b>Kitchen</b> - No update.</p> <p><b>Bit O Fun</b> -</p> <ul style="list-style-type: none"><li>• Our zoom improv was a nice touch in their lives—several folks depending on it for much needed fun/socializing. At this time, some folks need a pause due to busy life circumstances.</li><li>• So, Improv facilitator, Linda L., will take a hiatus; may rekindle zoom improv later in 2026, esp. w/ more folks for quota.</li><li>• Meanwhile, occasional improv gatherings in person (or perhaps on zoom). Upcoming "Dinner w/ Improv" auction item in 2026 (Linda Luisi, Linda Pratt, Rancho Bernardo). [Linda L. 11-17-25]</li></ul>

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### Minister's Report - December 8, 2025

*Rev. Heather Megill*

#### Worship:

- Positive feedback continues regarding Sunday services.
- Live streaming services to YouTube will stop Jan 1, 2026.
- Worship committee members and set up staff are meeting in early January for a "reset" meeting in which we establish new procedures for Sunday morning service setup

#### Compassionate Care:

- There are three upcoming celebrations of life being discussed for February once the amphitheater is accessible: Norma Showalter, Roger Parker, Roger (last name? - Livia is the contact.)
- A few private pastoral care meetings have led to discussions about LGBTQ support groups and the possibility of what UUFSD can do to meet the needs of young adult trans people.

#### Committee on Ministry:

- I have secured the 4th member of the COM (Sarah Miller) and am awaiting word from two others (RE parents) I have approached to be on the committee (Darren Heinrichsen, Jon Host). Vanessa Reed has declined participating.

#### Leadership Council:

- The LC continues to work on a new P&P, which will seek approval by the P&P committee before being brought to the Board in January.
- The newly created Committee Handbook is under review by the LC for any changes that need to be made, including a summary page that describes the LC structure and programs breakdown. Once it is complete, it will be shared with the Board.
- We are working on a master calendar for normally scheduled yearly events.
- I have finished building the new website. It will be under review by the LC in January. Once it is deemed ready to share, it will be shared with the Board for approval.

#### Administration:

- The Administrator and Finance team has moved into the Admin Building (into the Programs room as a temporary set up place while we await counters and cabinets in the main space.)
- The Palmer library will undergo its painting and lighting upgrades in early January.
- The cleaning of the AV kiosk in the amphitheater will take place in early January.
- All staff are working toward January 25th as the "grand reopening" of all campus spaces, including our first service back in the amphitheater as well as the library and admin buildings opening up for groups to use. We will offer tours after the Jan 25th "Homecoming" service.
- The off-site storage unit is in the process of being cleared out. Some items are no longer useful or too damaged by mold to be reused. The unit will be completely cleared out by the end of January and we will no longer pay for offsite storage.

#### Personal Reflection/Other:

- I continue to receive significant feedback that people feel energized, empowered, and excited about the direction in which the fellowship is headed. I receive emails from members often regarding the sermons and general positive feel of the services.
- I have been active with SDIMA (San Dieguito Interfaith Ministerial Association), providing the Land Acknowledgement at their Thanksgiving service, and attending their monthly Dialogue meetings. The group has expressed a need for a new location for their meetings and events. I have offered UUFSD's campus and we will begin hosting their events starting in January. I am hopeful we can also help them reestablish their interfaith choir and give opportunities for our newly established Groupiness group to do some interfaith work, if desired.
- I am extremely grateful for the support I received during my father's passing. The warm wishes, thoughts, and cards have been very appreciated. Thank you.

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### UUFSD RE Report December 4, 2025

2025-26 RE Theme: Time to Grow

#### REGISTRATION (Regularly Attending Children)

Total Regularly Attending Families: 13

Tod-K 1-3 4-5 6+ Total

Regularly Attending Families that are members: 9

7	3	6	4	20
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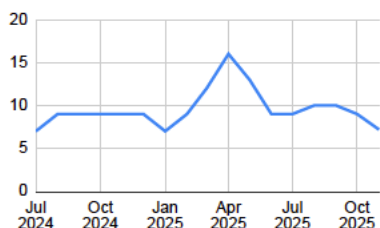
#### EVENT ATTENDANCE

Event	Date	# of Kids	# of Adults	Total Attendance
Game Night	11/17/25	3	7	10

#### SUNDAY SERVICE ATTENDANCE

	PreK-K	1-4	5-8	Total
11/2/25	4	5	3	12
11/9/25	4	0	2	6
11/16/25	2	3	4	9
11/23/25	2	0	3	5
11/30	3	0	1	4
AVERAGE				7.2

#### AVERAGE MONTHLY ATTENDANCE



#### PROGRAMMING

##### SPECIALTY - Completed

RE Volunteer Luncheon (August)  
Community Beach Party (August)  
Casas de Luz Carnival (Sept)  
Casas de Luz Build (Oct)  
OWL Training (Nov)

##### ONGOING

UU Brewhouse (1st Fri)  
Game Night (3rd Mon)  
Art Club (1st Sundays)

##### SPECIALTY - Upcoming

Holiday Party (Dec)  
Cafe Valentino's (Feb)  
OWL (Jan)  
Parents' Night Out (Jan, Mar, May)  
RE Volunteer Training (Dec)  
Climate Justice Spring Play (April)  
Easter Egg Hunt (Apr)  
Pride By the Beach (June)

#### SUPPORT

##### RE PERSONNEL

# of Fully Trained Volunteers: 15  
# of Partially Trained Volunteers: 6  
# of Childcare Employees: 1

Prepared by Emily Host  
12/4/2025, explore@uufsd.org

##### RE COMMITTEE UPDATE

Emily completed her OWL training and was approved as a facilitator in November. We have two new families coming consistently. (Newmans and Taylors) Our eldest youth are now providing kitchen service the 2nd Sunday of each month. Our eldest youth created and presented our Thanksgrieving Tree.

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### ADMINISTRATOR'S REPORT - November, 2025

#### MEMBERSHIP STATISTICS as of December 9, 2025

Voting Members	168		<p><u>Membership Changes</u></p> <p><b>Voting Member to Community Member:</b> Nagdeep Giri</p> <p><b>Archived to Community Member:</b> Roger Doebke</p> <p><b>Friend to Rising Member:</b> Randy Lange</p> <p><b>Archived Member to Community Member:</b> Nick de Marco</p> <p><b>Inactive to Active:</b> Stuart Gaiber</p>
Inactive Members	11		
Rising Member	11		
Community Member	11		
Members emeritus	3		
Friends	51		
<b>Total</b>	<b>255</b>		

### SUNDAY ATTENDANCE

Date	In Person	Via Zoom	Via YouTube	RE	Total
11/2/25	95	15	26	14	150
11/9/25	92	16	94	11	213
11/16/25	88	14	68	10	180
11/23/25	95	16	52	8	171
11/30/25	76	13	23	7	119
<i>Average</i>	89	14	52	10	166

**Site Rentals this Month (if any):** Insight San Diego continues on Wednesdays.

**Incidents on Campus this Month (if any):** Narcan was found outside of one of the bathrooms by a Sandy Hill teacher. The Ring cameras were checked and the only thing on there was a car driving by Pinecones classroom at 10 PM. The Campus Safety group was looped into the situation.

**Administration Activities or Events of Note:** Initial admin building move has been completed. Systems are beginning to take shape, and I am continuing work on streamlining the event rental process in addition to establishing my role as coordinator and liaison.

Respectfully submitted,

Ashley Morn

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### UUFSD Publication Venues 2025

Communications Committee, November 17, 2025

The Communications committee has undertaken a re-examination of all our publishing venues in order to better serve our members, friends, and the general public.

This reorganization puts our publications into either a MEMBERSHIP category, or a PUBLIC category, depending on the intended audience. MEMBERSHIP means that users request to join, and we have (at least) an email address for each person (eg. Newsletter with 500+ email list). PUBLIC means that we have no idea who is viewing the information (Facebook is a public account).

All of our publications are listed below:

#### MEMBERSHIP

- Newsletter
- Order of Service
- Email blasts
- Nextdoor private group
- Dialogue
- *Future* - Current Website will be made "private"

#### PUBLIC

- Facebook public group
- Instagram
- Youtube
- *Future* - public Website

The **MEMBERSHIP** category will operate much like it does today, including time-sensitive events, tutorials, announcements, blasts, etc.

The **PUBLIC** category will only contain **curated** content, meaning that any content changes will be heavily wordsmithed before publication. The goal of the PUBLIC venues will be to give visitors a sense of who we are, what we believe, and what we do. They will not contain Opinion pieces or political statements. They will have images equal in space to words, but will not be "newsy". The amount of time-sensitive content will be minimal – possibly only Sunday service and public events. Instagram will contain only photos, which could be photos of ads for public events. Facebook could contain any photos that are on Instagram plus ads for public events and Sunday service.

The Communications committee will recruit new members with a talent in photography, image creation, and writing to help with our PUBLIC face. They will curate the photos, images, and events on an ongoing basis for public consumption.

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Dec. 8, 2025

To the Board  
From Lisa Shaffer and Libby Scott

At the November congregational forum, Libby Scott and Lisa Shaffer offered to try to restart a musical concert series. We propose to organize two concerts for Spring 2026 and two for Fall 2026. The format would be similar to the concert series that Libby led prior to the COVID shutdown. The concerts would feature diverse, locally available talent. Each concert would have a designated non-profit beneficiary, chosen in consultation with the Social Justice Action Team and the performers, that would be offered a defined contribution that would come out of the proceeds (in the past it was \$500). The balance of revenue after expenses would go into a concert fund at UUFSD to support future events. Tag line: "Concerts With a Cause" and something for everyone (i.e., a variety of musical styles).

Our proposed performers (subject to their availability) are: Peter Sprague (guitar); Frank Glasson (brass quintet) performing Pictures at an Exhibition with a visual presentation that Libby already has); Celtic music by Mairtin de Cogain; and possibly an ensemble from the San Diego Gay Men's Chorus or some combination of Steve Milloy and Sharon Katz (South African musician-activist who was part of last year's Music Sunday). Another possibility is John Nettles who is the artistic director for the SD Ballet and directs the Pacific Coast Choir, where Doug and Libby Scott sing.

Concerts would be held in Founder's Hall on Sunday evenings. We would like to explore borrowing or renting a modular stage of some kind so the musicians could be more visible. Ticket options would include VIP seating for a premium, possibly including snacks and a glass of wine. Arrangements could be made for a limited number of free or reduced price tickets for congregation members who otherwise could not attend.

We would hope that Rev. Heather could attend as the "host" and welcome people and give a small explanation of UUism and UUFSD. Libby and Lisa have access to networks for marketing and have experience with concerts at UUFSD. We would like the Board's support before we move forward.

A few questions:

1. Is there still a concert fund, and if so, how much money is in it?
2. Is there a master calendar of major events from the Leadership Council to help in choosing dates for concerts so we don't conflict with other plans?
3. How does this activity fit with existing groups/committees or should it proceed as an ad hoc effort?

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Thorburn Estate

Dear Members of the Board,

The Fellowship has received an unrestricted gift of \$10k from the estate of founding member Gus Thorburn.

The Finance Committee is recommending that the gift be distributed \$5k to the unrestricted Endowment Fund and, as Gus was an architect who cared deeply about our campus and buildings, \$5k to pay for the beautifully crafted furnishings for our new, dedicated conference room. The solid wood race track conference table, the two matching pull-up/side tables, and the matching window seat/storage bench, were made specifically for that space out of beautiful red oak by master wood crafter Tony Sedlacek. Additionally, we have 14 new conference chairs that are both upholstered and stackable, and we will eventually have blinds for light control in that beautiful sunny room. The Finance Committee is also recommending a small commemorative plaque or framed page in the room identifying the furnishings as a gift from the estate of founding member Gus Thorburn, and a letter from the President of the Board and/or Minister to Sydney Thorburn, his daughter and executor, expressing our thanks for his very generous gift.

Sincerely,

UUFSD Finance Committee

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### Proposal: Founders Hall Glass Door(s)

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The Building and Grounds Committee / Dream Builders requests from Chris Faller for maintenance of door(s) in Founders Hall.

Scope of Work: See Encinitas Class Company estimate dated 4/29/25

**Amount of Request: \$1200.00**

- Dream Builders Committee: Approved
  - Building and Grounds Committee: Approved
  - Funding from Account: OPS.SIT.07 - B&G Maintenance (Building and Grounds)
- Treasurer: \_\_\_\_\_

Submitted for Board approval by: Wenda Alvarez, Board member

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#### Founders Hall Door Glass

1 message

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Chris Faller <cfaller5@gmail.com>

Sun, Jun 8, 2025 at 7:17 AM

To: UUFSD President <president@uufsd.org>

Cc: Ed Mlakar <ed67000@hotmail.com>, Sarah Miller <treasurer@uufsd.org>


Wenda,

The double pane glass on two doors at Founders Hall has lost the seal causing the glass to be permanent foggy and in need of replacement. Attached is a quote from Encinitas Glass to do the repair. In addition the doors will need to be repainted which can be done by volunteers. This is not an emergency repair rather one that is needed to keep Founders Hall in good condition as our main meeting space.

Please review and approve at your earliest convenience.

Chris

Sent from my iPhone

 **25-05-19 EGC Hall Door repair quote 90207.pdf**  
684K

FHall Door Glass replacement

# APPROVED

## UUFSD Board of Directors Meeting Minutes

Sunday, December 14, 2025, 11:30 AM Founder's Hall West



2717 Loker Ave W, Carlsbad, CA 92010  
 TEL: (760) 753-6361 FAX: (760) 753-1713

CAL LIC# 227164

Origination Date	<b>ESTIMATE</b>
4/29/2025	<b>90207--</b>
Expiration Date	Sales Person
5/29/2025	<b>Marianne B</b>
Est. Del. Days	Terms
	Due On Receipt

This Estimate Prepared For	
UUFSD 1036 Solana Drive	
Solana Beach	Ca 92075
Tel-1: (858) 344-0227	Tel-2:
	Fax:
Contact:	

Job Site Information	
UUFSD (Church) 1036 Solana Drive	
Solana Beach	Ca 92075
Tel-1: (858) 344-0227	Tel-2:
Contact: Chris Faller - 858-344-0227	

Item	Description	Qty	Total
1	Meeting Rooms Furnish and Install Dual Glaze, 1/8" Clear / Clear, Tempered Glass replacement in wood stop door Dimensions :: 26+0 in X 74+0 in	1.00	\$595.18
2	Meeting Rooms Furnish and Install Dual Glaze, 1/8" Clear / Clear, Tempered Glass replacement in wood stop door Dimensions :: 26+0 in X 73+1/2 in	1.00	\$595.18

Comments:

The undersigned hereby has the authority and by signing agrees to the total amount due and terms and conditions presented with this estimate. We are hereby authorized to perform work and collect all amounts due.

Tax Rate: 7.75% Tax: **\$46.60**  
 TOTAL ESTIMATE: **\$1,190.35**  
 DEPOSIT REQUIREMENT: **\$595.18**  
 BALANCE DUE: **\$595.18**

\_\_\_\_\_ Date: \_\_\_\_\_

**Thank you for your business!**

*EGC is not responsible for delays caused by supply chain disruptions! (See LEAD TIME in Terms.)*



# APPROVED

## UUFSD Board of Directors Meeting Minutes

Sunday, December 14, 2025, 11:30 AM Founder's Hall West

This Estimate Prepared For
UUFSD
(858) 344-0227

ESTIMATE EXPIRES 6/18/2025  
9:15:17 AM

ESTIMATE
90207--

### Terms & Conditions

Declarations: Encinitas Glass Company, herein referred to as "EGC" or "the company". The term "custom" refers to a manufactured or fabricated piece of glass or hardware that is specifically procured for a job and cannot be used elsewhere or refunded by EGC.

Warranty: EGC offers a one-year limited warranty, unless otherwise noted, to the original purchaser for material and labor from date of purchase. This warranty is nontransferable and applies to, but not limited to, fabricated glass, mirrors, window glass replacements, shower enclosures, storefront glass systems. EGC will repair any defects which occur within the warranty period at no cost to the original purchaser. All warranty service will be performed during routine business hours. Warranty exceptions; (A) Dual glaze units (material only) have a (3) three year manufactures warranty for a "fogged" failed unit with a one-year warranty for labor. (B) HGSE (Heavy Glass Shower Enclosures) have a lifetime warranty on door adjustments only. Dual glaze units installed into wood frames are not warranted for materials. EGC is not responsible for any special, incidental or consequential damages arising from manufactures defects, and EGC is not responsible for installation by others, alteration, careless handling, misuse, abuse, neglect, vandalism, fire, flood, windstorm, earthquake, acts of God, improper maintenance, discoloration due to water damage, use of harsh cleaning products or chemicals, or natural discoloration due to sun bleaching, environmental wear or lack of reasonable care in the use of the product or parts. EGC does not warrant against glass breakage, surface scratches and scuffs once the product is installed or / is carried out of out of the building.

Acceptance of Proposal: Examine this proposal carefully. By signing Buyer acknowledges that selection of material, finishes, configurations, style, and aesthetics have been made solely by Buyer. Signature acceptance of proposal gives EGC direction to proceed with order in conjunction with deposit requirements as laid out. Buyer furthermore acknowledges that all information as set forth in proposal concerning project, material, and finishes is true and accurate. EGC is not subject to any deviation on customer's contract, subcontract agreement, or purchase Order. Any deviation from plans or proposal may be subject to additional fees via a change order as determined by EGC. Buyer agrees that additional work will not be performed until approved change order is agreed and signed to. Buyer acknowledges that Order has been taken by an EGC Representative and is subject to Management Approval. Buyer agrees that this proposal is subject to revisions and corrections due to clerical errors prior to acceptance by EGC Management.

Lead Time: All lead times are approximate and are in no way a contractual obligation unless specifically stated and approved by Management. EGC has no way of controlling vendor errors and or complications.

Deposits: All orders require a 50% deposit at time of order. Deposit requirements may only be waived by EGC's management approval.

Payment Terms: Payment is due in full upon completion unless previous arrangements have been made and approved by EGC management. Buyer agrees to be held responsible wholly and completely to the deposit and payment terms as outlined in this proposal. If progress payments are part of this agreement, Buyer agrees to produce payment in a timely fashion. If payments are not made in accordance to the outlined terms, EGC reserves the right to stop production of work until payment terms are fulfilled.

Returns: All returns and or changes in product/material will be subject to a restocking fee at managements discretion. Any custom material certified for a job requirement is non-refundable or returnable to EGC or the manufacturer. Sales of these items is final whether customer takes possession or not and payment for the material or hardware is due with the invoice.

***Thank you for your business!***

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## UUFSD Board of Directors Meeting Minutes

Sunday, December 14, 2025, 11:30 AM Founder's Hall West

This Estimate Prepared For UUFSD (858) 344-0227	ESTIMATE EXPIRES 6/18/2025 9:15:18 AM	ESTIMATE 90207--
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### Product Disclaimers

#### Shower Enclosures:

Heavy shower door "steam unit" disclaimer: Due to the design of heavy shower doors, they are not steam tight and cannot be considered as true steam unit.

Frameless shower enclosures are not watertight units. These units may have water leakage through the hinge, strike or bottom seams as they meet the tile, stone or manmade media such as cultured marble.

Abrasive cleaners such as may incur damage to the unit and should never be used. Many product components are coated with a lacquer and abrasive cleaners will scratch them.

Any shower enclosure being installed in an existing opening may not completely cover, or mask the mounting holes left by the originally installed unit. EGC is not responsible for sealing or concealing pre-existing holes.

Tile: Due to the nature of a product, Ceramic, Glass, Stone, or any organic material tile fracture or breakage can occur during hole drilling or the installation process. There is no warranty against tile breakage. If tile becomes broken it would be the customer's responsibility to have the tile replaced.

#### Single & Dual Glaze Replacements:

Dual Pane glass units being installed within wood frames are not covered under warranty. EGC will not be responsible for the refinishing (staining, painting), and or the replacement of wood stops within a wood window repair.

Not all Low-E coatings will match the original window coating color.

Dual pane glass failure replacements have a 3-year material warranty from the original date of installation. Installation labor to reinstall the replacement glass is warranted for the first year only.

Dual Glazed Unit: There is no warranty on dual glazed units installed into wood frames. Either from the manufacturer or from EGC.

Roof Tile: This installation requires roof access on a tiled roof. There is no warranty against broken or damaged roof tiles. We will be as careful as we can be during this installation but if tiles get broken or damaged it would be the customer's responsibility to have them repaired or replaced.

Buried Glass: There is no warranty against leakage when the glass is buried below the surface of the tile or marble. There is no way of knowing if the area is water proof. If this unit should leak for any reason it will leak below the surface and may not be noticed until there is actual structural damage. Customer shall indemnify EGC from any claim of damage this type of installation may cause.

Removal: Some holes from existing unit may be exposed. We will fill them with silicone. If any other repair work is needed it would be at the customer's expense by others.

Existing Window Treatments: Any window treatments will need to be removed prior to installation. Blinds will need to be reinstalled post installation. EGC will not provide these services.

Custom Pattern Glass: Is a non-refundable, custom item. Patterns are not always consistent with the samples based on origin of manufacture. Size plays a factor on the look in some cases. EGC cannot be held responsible for inconsistencies. Customer is required to sign off on pattern and color selections prior to installation.

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Wood or Vinyl Stops: There is no warranty on wooden or vinyl stops. EGC will be as careful as we can be while removing wood stops, but we have no way of know how much glue is on them or how weather damaged they are. If stops become broken or damaged during removal or installation it would be the customer's responsibility to repair or replace them.

Low-E Glass: is not guaranteed to be a perfect color match. There are several variations based on manufacture. EGC will make every effort to match glass as close as possible. Customers providing go sizes will be subject to a trip charge and held responsible for any re orders or return trips.

Hardware Colors: can have slight variations based on manufacture and metal type. Polished nickel channel has been known for having a pinkish characteristic on white tile. Customer sign off is required for color and finish selections prior to installation.

Low-Iron/Colored Glass: These types of glass can have varying colors/hues based on manufacture and batch.

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## UUFSD Board of Directors Meeting Minutes

Sunday, December 14, 2025, 11:30 AM Founder's Hall West

UUFSD Facility Rental Fees

Revised August 2025

Types of Renters				
Facility	Member Personal Use or UU Organizations approved by Minister or Board	Non-Profit Organizations	Private Individuals or Organizations	Staffing Fees (2 hour minimum)
Amphitheater	No Charge	\$75 per hour 3 hour minimum	\$150 per hour 3 hour minimum	\$100 per Hour (1 set up and 1 AV)
Founders Hall	No Charge	\$75 per hour 2 hour minimum	\$150 per hour 2 hour minimum	\$30 per Hour set up only, additional \$70 per hour if AV is needed
Founders Hall - 1 side only	No Charge	\$50 per hour 2 hour minimum	\$75 per hour 2 hour minimum	\$30 per Hour set up only, additional \$70 per hour if AV is needed
Kitchen *	No Charge	\$50 per hour	\$100 per hour	
Terrace	No Charge	No Charge	No Charge	
Library	No Charge	\$50 per hour 2 hour minimum	\$75 per hour 2 hour minimum	\$30 per hour set up only**
Administration Conference Room	No Charge	\$50 per hour 2 hour minimum	\$75 per hour 2 hour minimum	\$30 per hour set up only**
Application Fee (Nonrefundable, Due at scheduling)	No Charge	\$50	\$75	
Refundable All Facilities Deposit	\$1,000	\$1,000	\$1,000	
Refundable Kitchen-Only Deposit (if not using other facilities)	\$500	\$500	\$500	
Timing of Fee Collection	1. Application fee due at scheduling. (Will be applied to total bill.) 2. Deposit & Facility Fees due before event 3. Staffing fees & Facility usage time true-up billed after event (as per contract) 4. Deposit refund provided after payment of staffing fees			

\* Use of refrigerator only (not entire kitchen) is included in rental of any venue.

\*\* may be waived for recurring meetings with no set up

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## UUFSD Board of Directors Meeting Minutes

Sunday, December 14, 2025, 11:30 AM Founder's Hall West

### UUFSD Facility Rental Fees

Revised 4/15/2024

Types of Renters					
Facility	Member for Personal Use	Non-Profit Organizations	UU Organizations approved by Minister, DRE or Music Director	Private Individuals or Organizations	Deposit Terms
Amphitheater	No Charge	\$50 per hour 3 hour minimum	No Charge	\$100 per hour 3 hour minimum	
Founders Hall	No Charge	\$50 per hour 1 hour minimum	No Charge	\$100 per hour 1 hour minimum	
Kitchen *	No Charge	\$75 per hour	No Charge	\$100 per hour	
Terrace	No Charge	No Charge	No Charge	No Charge	
Library	No Charge	\$30 per hour 1 hour minimum	No Charge	\$40 per hour 1 hour minimum	
Audio/Video	\$60 per hour	\$60 per hour	\$60 per hour	\$60 per hour	
All facilities Custodial Fee (up to 5 Hours)	\$125	\$125	\$125	\$125	
Custodial Fee for additional hours (over 5 hours)	\$25 per hour	\$25 per hour	\$25 per hour	\$25 per hour	
All Facilities Deposit	\$1,000	\$1,000	\$1,000	\$1,000	Refundable
Kitchen-Only Deposit (if not using other facilities)	\$500	\$500	\$500	\$500	Refundable
* Use of refrigerator only (not entire kitchen) is included in rental of any venue.					

4/29/2024