

UUFBR Board of Trustees Meeting

Minutes August 2021

Date: August 26, 2021

Time: 7:00 PM

In Attendance:

Board Members:

Ron Lovell

Louis Merlin

Paul Libert

Sandy Troiano

Louise Malusis

Barbara Messick

Patrick Larson

Carrie Viles

Ron Roth (appointed at this meeting)

Guests:

Rick Troiano

Reverend Harris

Ellen and Charlie Cormier

Patricia Rogers

Norma Goodall

Johnnie Rodgers

Mitch Major

Mary Wickensheimer

Jim Smith and Lynn Smith

Emil Kessler

Brenda Smith

John Tilton

Celia Hirsch

Agenda Item 1: Chalice Lighting

Ron Lovell read the chalice lighting calling us to act with love in mind first.

Agenda Item 2: Called to Order 7:06 PM

Sandy called the meeting to order.

Agenda Item 3: Appointment of New Board Member

Ron Lovell nominated Ron Roth as a board member. Louise seconded. Motion passed unanimously.

Agenda Item 4: Approval of Minutes

Paul moved to accept the minutes. Barbara seconded. Motion passed unanimously.

Agenda Item 5: Recommendation Concerning Property Issues

Patricia has compiled results from the survey on whether UUFBR should stay at its current location or sell and move, and whether a capital campaign should be initiated and how it should be funded. How should the Board

distribute it to the congregation? The Board will share the full report with the Congregation in the same format as Patricia shared it with the Board.

In an informal discussion, the Board agrees with the idea of staying supported by the great majority of responses from the survey. Also, most of board agrees with the concept of a capital campaign plus an endowment match.

Regarding a capital campaign, several concerns: How many years? What amount? And for what projects? Paul mentioned that actual costs are likely to be higher. He recommended that we add a contingency of 20% to cost estimates.

Paul moved that the Board recommend a capital campaign to the Congregation where every dollar from the Congregation is matched by two dollars from Endowment for a total of \$270,000 to cover the entire white paper projects with a 20% buffer. No one seconded the proposal

Louis moved that the Board recommend to the Congregation a capital campaign totaling \$240,000 with \$160,000 coming from a Congregational capital campaign and a 50% grant match coming from the Endowment Fund, subject to their bylaws of how much they can dispense per year. Sandy seconds. These funds would be used to pay for capital projects in the white paper in priority order as listed by the white paper. Motion passed unanimously.

The Board plans to hold a congregational meeting on this topic on Sunday, Sept. 12th.

Following the recommendation of Harris, Sandy moved that the Board recommend that the congregation approve the following resolutions:

Resolved that UUFBR stay at its present location and hold a three-year capital campaign;

Further Resolved that the capital campaign raise up to \$240,000 to be used to pay for the capital projects outlined in the White Paper previously distributed to congregants in the order of priority stated in the White Paper; and

Further Resolved that the congregation fund up to \$160,000 of the capital campaign and tell the Endowment Funds Committee to make a 50% matching grant, using the funds it is authorized to grant under the Bylaws.

Ron Roth seconded. The motion passed unanimously.

Barbara pointed out that one challenge is that we need the bulk of the funds up front in year 1. The Board will seek to encourage pledging and giving as much as possible in the first year of the campaign.

Agenda Item 6: Status of Fire Alarm Negotiations with Boca

Ron Lovell reported that we have a proposal from Caribbean for fire alarm systems for the main sanctuary building for \$14,550 but we are waiting for the City of Boca Fire Department to approve the proposal as adequate. This proposal conforms with the recommendations from our fire consultant. Donna Musial is still in communication with the City of Boca Fire Department regarding this topic.

Agenda Item 7: Status of RE Program

Amy has verbally offered her resignation as RE director and is moving soon to North Carolina.

Sandy made a motion that we terminate Amy Glenn's employment as DRE as of Sept. 1st and we provide one month's severance pay. Louise seconds. The motion passed by voice vote. 6 votes aye, 2 nay, one abstention.

Agenda Item 8: Administrative Assistant

Gail has resigned as the office administrator with a letter giving four weeks notice on August 17, 2021.

The board discussed appropriate pay and benefits for the new hire for this position.

Louis made a motion to pay office administrator \$15-\$20/hour in accordance with UUA guidance. Ron Roth seconded.

Paul moved to amend the motion to include health insurance unless that person has it from another source. Ron Roth seconded. Amendment passed by voice vote with one abstention.

The amended motion then passed unanimously.

Agenda Item 9: Endowment Town Hall

Louis reported that the Endowment Funds Resolution Committee recommends amendments of the bylaws to resolve any ambiguities about how Endowment Funds can be spent.

Louis or another representative of this committee will try to attend the next Endowment Committee meeting. The next Endowment Committee meeting will be on Wed. Sept. 8th.

Agenda Item 10: Committee Reports

Patrick reported we have a roach problem and a rodent problem. There are multiple holes large enough for mice to get in. We have an annual contract with Arrow Exterminators for wildlife control. They came by the building to seal up holes and set traps, however additional work may be necessary later to control the rodent problem, i.e. a rodent exclusion service.

With regard to roaches, two estimates for pest work have been obtained. Arrow Exterminators for \$1085 and Native Pest Management for \$1530. Both are for ongoing monthly services. We could also request a one-time service for roach control.

8500 sf of new sod has been installed to comply with City of Boca code requirements.

Go Electric has made progress on the wire burial project and provided a project update.

The Federal Electric fire panel in main building is a fire hazard and needs to be replaced. Go Electric provided a verbal cost estimate of around \$3300-\$4400. There is \$3300 in the white paper budgeted for this project. A written bid is pending.

There are ongoing repairs to wires in attic. However, AC electric did not finish the job for the bid amount, and is asking for \$1700 more to finish. Go Electric offered a time + materials bid. Need one more bid.

Sandy recommended that we fund the attic repair project subject to sufficient budget. Ron Lovell seconded. Passes unanimously.

Tree pruning issue. We have 50-60 trees on the property that need pruning. We have received 3 estimates. Low bid is \$4300, but expired. Other two bids are \$5900, \$11,000. There is also a verbal bid for \$6,000. This item is in the current budget. We are in hurricane season. It is more expensive to take down trees than to prune them.

Louise made a motion that we begin a tree trimming project, subject to having sufficient cash flow. Sandy seconded. The motion passed unanimously.

Landscape committee needs to decide the aesthetics for the mulching of the front lawn trees. Celia suggested Elizabeth Hoffman and Kathy Silverio to be on the landscape committee.

Paul offered the Treasure's report. Budget projections have been revised to increase fundraising revenue by \$10,000. He also added in \$2500/month lease for parking lot.

Patricia gave a copy of the Finance Committee report from August 16th. The finance committee recommended increasing the budgeted fundraising estimate by \$10,000. Finance committee recommended a capital campaign.

John gave the ShareEx report. We are now getting \$2500/month from COVID testing facility on our parking lot.

Patricia offered a report about renting the RE building. They met with the head of the French School. The French School has not provided any of the requested information so a lease to them cannot proceed at this time. A future visit to the French School is planned. The realtor is pursuing two other possibilities. The realtor is also pursuing Pinecrest. The realtor thinks we can net \$26.25 for 3480 sf = \$91,000.

Ron Lovell has no report on denomination affairs.

Louis suggested that the best activities we could pursue to support UUFBR families with children is to continue intergenerational events, such as the Halloween event, the Hannukah/Christmas event, and a camping trip.

Agenda Item 10: Membership

Ron Roth proposed a special committee to research best practices on membership from across UU congregations nationwide. We should learn from other congregations across the country. We need to think about marketing and events. Ron Lovell is current head of membership but would gladly cede this role to Ron Roth.

Board Welcome during Service

September 5th - Patrick

September 12th - Paul

September 19th - Louis

September 26th - Sandy

Next board meeting Thursday, Sept. 23rd.

There being no other business, the meeting adjourned at 9:24 PM (yawn).

Respectfully submitted,
Louis Merlin