

UUFBR Board Meeting October 10, 2024 (postponed from September 26)  
Minutes

- Chalice Lighting /Opening Words (Carole), Check-in (Claire), Vibe-checker (Bill), Time-minder (Patrick)
- Trustees Present: Copresidents Rajeev Arora and Claire Smith, VP Facilities Patrick Larson, Secretary Judy Keiser, Treasurer Bill Jensen, Lynn Smith, Howard Prentice, Carole Stephens
- Guests: Betty and John Tilton, Marina Machado, Mary Wickensheimer

7:16 Rajeev called the meeting to order, determined we had a quorum and welcomed guests and visitors.

Approval of Minutes of previous meeting (8/22/24): hearing no objections, the minutes were approved.

#### Reports

1. Co-presidents' report: Rajeev expressed thanks to Patrick re: hurricane-related closure of property and his actions in setting Ruth up for working remotely. Clarification that last Sunday the entire plate was donated for hurricane. Proposal to double the donation using UUFBR bank account was adopted by acclamation, doubling the \$300 worth of contributions. Motion by Rick/seconded by Lynn, to devote plate to disaster fund again this Sunday. Clarifying language added to specify that donation is up to a maximum of \$1,000 per week. **Motion passed.**
2. Administrative Reports/Action items
  - a. Treasurer – Bill sent report today.
    - i. Budget being put together this week for next year. He'll send it to the BOT this month. Claire will ask all committees to send Bill their wish list by October 23 covering next fiscal year starting April 2025 and ending to March 2026. Assumptions: new minister (compensation per online portal offer of \$90k plus benefits), salary increase for staff per UUA guidance.
    - ii. Schedule: BOT to vote on preliminary budget in November. BOT must appoint an Annual Budget Drive committee this month to start working next month. Judy will share SOP to get things started, and trustees will help as requested.
    - iii. The first check, for \$33,000, from Louise Malusis' bequest was deposited into Fidelity account. Balance of \$114k to come shortly, for total bequest of \$147,000.

b. VP-Facilities:

- i. Replace tables: discussion about cost of commercial grade tables (\$1900) weight compared to current tables. Goal: get lighter ones.
- ii. Smith Room: Discussion: is donor or congregation responsible for upgrade/maintenance? Helpful offer by Brenda, cost low, need for equal treatment of all spaces (not just rooms honoring donors). Reminder to include Space Planning Team in discussion. Use of room by small group determines type of furniture needed. Decision: move forward with Brenda's ideas.
- iii. Repair parking lot: ask for bids for fixing, look at tree roots. Decision: move forward to get bids.
- iv. Cut back tree roots: Discussion: time frame (how long will fix last, damage to trees). Need 2 opinions from arborists about options.
- v. Items 5 6 7 and 8 on report: Discussion: priorities for spending Louise's gift, using reserve fund (painting, flooring), need for congregational vote for projects over \$10k, status of acoustics project and possibility of using Louise's gift: no bids obtained yet from acoustical engineers. Need overall picture in order to allocate money for any project.
- vi. Item 9: parking lot use by park users. Discussion: balance liability and openness to community, possible positive language for sign (Parking for Church Business Only), charging outsiders for event parking and generate revenue. Rajeev to ask about liability.
- vii. Item 10: renovation of restrooms: Aesthetics team (Patricia Monica and Patrick) are working on it. Process: Aesthetics team will put out a call for feedback with a deadline, then the team will make the decision.
- viii. Sharex-bldg closure: UUFBR is ok to open despite continued school closure. Lots of groups are using facility Fri/Sat. Decision: open UUFBR. New partner: AA group formerly at FAU, forced to pay for space or leave.

Marina: Requests BOT to increase fees to pay musicians from \$150 to \$200 per musician per service next fiscal year, with interim increase to \$190 immediately. Result: we will exceed this year's budget by \$1200 [Ed note: Marina realized at the meeting that the correct number is \$1000]. Decision: request approved. She's working on music budget for next year. Clarification: restricted fund is for music purchase and supplementing musicians, not paying regular musicians (including for special services like Solstice and Xmas Eve).

- c. Program Committees and Groups/Action items-no reports.
- 3. Introduction of leaders of Care, Program Planning, and Worship Teams
  - a. Care Team: Mary Wickensheimer reporting for Diane and Marilyn: the team is developing procedures, FAQ about memorial services, etc. Currently, they collect and follow up on Sunday worship concerns. They need people to make them aware of concerns. They do not set up visits, but will help members willing to volunteer. Mary is the liaison for memorial svcs for members/pledging friends; she needs backup support.
  - b. Worship: Ron reporting for Alison Erich Bill and Robin, plus Marina (music) and Mary (IT), and associates currently in training. They have documented roles, timelines and templates for Order of Service, script and slide show. They are collaborating with Journey for Spiritual Renewal program and Mission and Vision Team which he's leading. Need more members for that team. They're using UU resources (Soul Matters monthly topics, sermon of the month video services, pulpit supply list), coordinating with North Palm congregation and trichoir. Rest of 2024 is planned, complete even without minister every Sunday, team has sufficient personpower, though Alison plans to leave in spring. Need more people for Sunday IT team. Paid administrator would be useful so members can focus on content. Raj will share tentative job description and budget for church administrator position.
  - c. No report from Program Planning and Stewardship.
- 4. Breath Break
- 5. Old Business
  - a. Request for Action of Immediate Witness (AIW) statement and Freedom of Conscience (FOC) group: tabled.
  - b. Survey: next step is to present results during a worship service (Bill suggested November 9), and before then send out results without comments and names. Judy will revise and share email to congregation.
- 6. New Business
  - a. Right sizing board issue: tabled to next meeting.
  - b. Draft Memorial Service Draft SOP - tabled
  - c. Hiring new Directorial admin (Lynn)-tabled
  - d. Executive Session.
- 7. Checkout; meeting adjourned at 9:13.