

**UUFC Board Meeting Agenda
May 11, 2021, 7-9 pm**

[Zoom link](#)

[Facilitated](#) by Steve

[Reading](#) by Anna: *With lives as complicated as everyone else's...Sometimes we take off our watches..Running out of time.*

Summary for UUFC [newsletter](#) by Steve

[Minutes](#) by Ann M

Present: Steve Strauss, Jill McCallister, Scott Bruslind, Kedo Baye, Anna Sontag, Jamie Petts, Sheryl Stuart, Herky Gottfried, Jean Gilbert, Ann Marchant

1. **Open Meeting:** *Jill & Scott both have to leave at 7:30 so skip ahead. (This meeting is week early to finish business before the Annual Meeting)*
2. **Consent agenda:** *OK*
 - a) April Meeting [minutes](#)
 - b) [Building](#) expansion project [update](#) (Nick Houtman)
 - c) Treasurer's Report
 - Financial docs supporting treasurer's report
 - [UUFC Balance Sheet](#)
 - [UUFC Profit-Loss](#)
 - [Building Expansion Balance Sheet](#)
 - [Building Expansion Profit-Loss](#)
3. **Minister's report** (Jill): *We do need city permit for the parking lot issue although never obtained one in the past. Suggest constantly applying for permits just to make a statement. Some hesitancy to get a porta potty, but this is not an issue to solve right now. We have only one person sleeping in the parking lot sporadically at this point. If*

continued and regular use of the parking lot for homeless is considered, a proposal will first be brought to the Board and a city permit sought.

4. **Corporate [resolution](#)** related to annuity (~\$5,000) from Freda Fredriksen (Steve)
“...insurance company needs proof that Jean is allowed to receive the money, needs an authorized signer for the UUFC. This is done by the Board adopting a Corporation Resolution.

Board read and adopted corporate resolution as supplied to Jean. Anna S agreed to be the authorized signer as secretary of BOD, so Jean can receive the money.

5. **Board climate declaration support?** Climate [declaration](#) -- (guidance from [bylaws](#))

The BOD voted post meeting by email post to endorse the Climate Declaration: “The Fellowship declares that a climate and environmental emergency threatens humanity and the natural world, commits to joining with other faith communities to address the moral and ethical aspects of global warming and associated environmental crises, and commits to implementing practical measures in its own space to address the emergency. “

Language closely related to this declaration was also included in place of other climate emergency language in our final adopted policies based on email voting by all Board members (completed May 14 2021)

6. **UUA delegates** (Jill)

Current volunteers: Nancy Haldeman, Sheryl Stuart, Shikha Ghosh Gottfried, Karishma Gottfried. Ann Marchant reports she is unable to be a delegate due to elder care.

7. **2021-22 budget** -- pledge status - [update](#), draft slides for annual meeting (Herky)

- Proposed plan for funding of building expansion phase 1
 - **Request for board:** do not take the \$26K draw for 2020-2021 (because this will be used for building funds later); suggest that the board approve matching \$500K anonymous grant
 - **proposal for phase 1:** \$1.3M in building fund plus \$100K from Ross family plus \$500K new donation plus \$500K additional board funds (total of \$2.4M) *Herky wants board to approve this proposal for phase 1 using these legacy funds. Jean says we have to get through the city planning approval. Possible starting date is hopefully about a year from now. Steve confesses he doesn't fully understand the mechanics of this budget but will go with Herky's proposal.*
 - we have about \$1.3M in unrestricted legacy funds

○
Herky: as of yesterday we are \$30,000 below what we wanted. Made adjustments to have reasonable budget. 75,000 in black this year due to PP forgivable loan, will roll over \$35,000 of that to next year. Cut kitchen expenses, software expenses... Justice council dropped which will likely impact partner church. 1.3% decrease from last month's proposal. This leaves us w \$20,000. Relax, it was even worse last year and we made it up. Herky suggests we approve the budget as listed here with our \$20,000 deficit. The carbon offset number \$3241. This budget does not include a 2nd minister, and several large doners are moving away. We have tightened our belt and if you can give more please do. Herky: so far this year our position is strong, but (Steve will put this in the minutes for the newsletter.) Scott says we are capable, excellent governance, all we need is \$.

Herky requested by email a new vote on the motion that the 2021-2022 budget be approved as shown in tab "UPDATED BUDGET 2021-2022" of the 2021-2022 Budget spreadsheet. (Total income \$477,500; expenses \$475,652; net income \$1,848).

Motion passed, May 13

8. Annual meeting agenda -- theme - [draft slides](#) - EDI/8th principle project - (Steve)

Steve shared PPTs created so far, Jill encouraged him to include the building addition plans. Jill was assigned (in absentia) to do Chalice Lighting, Jill to do closing words.

Add section for climate team

Kedo and others suggested fewer words on Survey slides. Jamie points out the slides are the final record of board meeting now.

Herky suggests putting the slide show in the annual meeting folder.

Jamie will update nominating committee info.

Jamie will find out who runs the zoom session, and see that the voting poll is organized ahead of the meeting.

Jean was amazed last year that every presenter was male, hopes for better distribution this time. Overview of speakers looks more diverse this year.

Kedo reports from Bylaws that quorum is ¼ of members. 365 is the official roster now, we need 92 voters.

Need someone to take minutes for the Annual Meeting (was forgotten last year.) - Kedo volunteered

9. Policy review - Review [this](#) reformatted document (scrolls for revision marks -- numbering is off and needs final formatting) (Steve)

- *Nominations committee revised text*
- *Investment revised text suggestion (input from Russ Karow below; Herky recommends removing **green text**)*

Use of Endowment and Invested Funds

The UUFC holds both endowed and reserve funds in its investment pool. *Funds are currently invested in the UU Common Endowment Fund.*

Endowed Funds

The principal of the endowed funds cannot be spent. If there is a positive investment return on endowed funds (calculated annually on Dec 31?), ninety percent of the earnings may be spent. Remaining funds will be added to the principal of each account. Any unspent funds will be added to principal. If there is a negative return, no funds may be spent until the principal level of the year just prior to a negative return is reestablished.

Reserve Funds

Reserve funds have been accumulated over time. In the annual budgeting process, ninety percent of annual earnings (calculated annually on Dec 31?) may be allocated for the budget. The board is encouraged to wait until the end of each fiscal year to determine if an actual transfer of funds is needed. If not, funds should remain in the reserve fund pool to allow for continued growth. In exceptional circumstances, a larger percentage may be allocated to the budget with Board approval or funds may be taken as a loan with loan provisions set by the board. If there is a negative return, unless under exceptional circumstances, no funds may be spent until the reserve fund level of the year just prior to a negative return is reestablished.

- *Coordinating Council revised language*
- *Ratification of policy document*

Numbers are still out of whack, will be manually renumbered as the very last thing we do. Carl is in Nevada w his family and could not make it tonight, but he is happy with this current version.

Board feels we are ready to adopt the Policy at this time. It has been a many years process, Jamie say's "well done!" Kedo will clean it up, Jamie will post and archive.

10. Emergency response / communications (Scott) *Deferred to future meeting.*

11. Homeless refuge policies, [law](#), overnight camping [permit](#), microshelter [permit](#), [email](#) (Jill)
Was discussed a bit during Minister's report. Will continue to discuss policies and how to respond going forward

12. Next BOD meeting Tuesday June 15

*Steve wants it noted that when he was in charge the meeting ended 45 minutes early.
So noted.*

However, Jill and Scott were not present for the entire meeting, so he only gets partial credit.

