CUUF Board of Trustees (BOT)

Meeting Minutes

March 2025

Attendees:
Julie McAllister, Rita Salama, Rev. Thomas Perchlik, Linda Herrington, Larry Tobiska, Heather Coonrod,

Absent: Gerry Bailie

Consent Agenda:
Larry Tobiska reported that he has been addressing discrepancies between CUUF balance sheet sources. Excel spreadsheets, which have been regularly updated, are believed to be accurate, whereas QuickBooks is believed to contain errors. Larry has tried to reconcile these two sources without success to date. Larry joined the UUA's regional treasurers' Round Table Zoom meeting today. It turns out others have had this problem with QuickBooks balance sheets as well, but no one seems to have a solution. Therefore, Larry will use a combination of QuickBooks and Excel spreadsheets to create an accurate balance sheet. It will be correct, but it will require more work on his part.

Religious education packets: The initiative begun by Rita to prepare RE packets for use on Sundays has been completed by Sherry Doolittle and is now in use.

Consent agenda approval was moved by Heather, seconded by Rita, and approved.

Creation of a task force to replace the NBTF discussion.
The proposed name is New Building Design Task Force (NBDTF). Julie is going to write up a description of the task force and the desired attributes of the members being sought. There was significant discussion of how the BOT will provide Project Management oversight to such an important project.

A consensus was reached that two committees are needed. One to oversee the design, and a second to develop the financial plan to fund the new building. There will be a focus on the required deliverables from each team.

A question exists of how to find the necessary experience and skills within the ranks of the Fellowship. Does the Nominating Committee have a skills inventory of what is available in the Fellowship? Thomas observed that other Fellowships he has served have maintained such skills inventories.

To start the process, Julie will write a document for the Fellowship that defines the need and the assistance being sought. She is seeking rapid feedback on her draft when she circulates it.

Julie provided an update on the continuing search for existing real estate opportunities. The market continues to have a shortage, if not an absence of, buildings that could be attractive to meet CUUF’s needs. The market surveillance will continue.

Given the very high likelihood that borrowing will be required for the new building project, Larry will begin to discuss mortgage opportunities with local banks, addressing CUUF’s borrowing capacity, terms banks might impose on such borrowings (personal guarantees?), and CUUF’s reasonable limits on mortgage expense.

BOT Expressions of Gratitude:
The following individuals were identified: Peggy Love, Deb Miller, Ken Toevs, Nancy Warner, and Tracy Maynard.

Stewardship:
Rita is seeking help with making follow-up phone calls to obtain pledges during the stewardship drive. Julie is available for some, and Amy Genova has volunteered. A “script” is needed to assist the fundraising committee in this effort.

Linda Herrington reported that her covenant group is well organized to provide dinner for the fellowship celebration, but they are seeking names for childcare at the dinner. This will be a paid “gig”, requiring crayons, coloring books, etc. Heather believes River is available.

Adult RE plans:
Thomas will do an adult RE class at a future date to be determined. He commented that the model for such programs has changed over time. He indicated that it used to be one session per week for 7 weeks, but it is now hard to get people to show up consistently. This offering will likely need to be a combination of in-person/Zoom sessions.

Concert Policy update:
Linda and Rita have completed a final draft, with Steve Clem providing excellent input based on his experience as a concert promoter. The policy will be distributed to BOT members shortly for discussion at the next board meeting.

The next such concert event is a Heather Pierson Concert in May. The tentative date is May 17th, and Heather is willing to provide music for our service on May 18th. The choir will therefore not be needed on that date.

Kmbris is working with Rev. Thomas in arranging this concert, which is a case where a CUUF member is using our facility to stage a concert. Kmbris will handle all money issues. For money collected at the door, Kmbris can use her own Square Account, and CUF will lend her the CUUF Square input device. Thomas has also spoken with Heather Pierson, and things seem well in hand at this point.

Committee on Ministry:
BOT has three names to provide to the Nominating Committee. Thomas will provide to Gary Pape, the head of the nominating committee.

RE job description:
Thomas has written a job description, which Rita and Linda have reviewed and provided feedback on. Desire to move forward; establish a committee and protocols for discussion at the next meeting.

Congregation Meeting:
Date chosen for June 1st, and Heather's covenant group will provide lunch for the event.

Miscellaneous:
Don will write the BOT update for the fellowship.

Don will do the opening and closing words for the next meeting.

The date for the May executive meeting will need to be adjusted to provide appropriate spacing from the BOT meeting. Julie will address.

Meeting adjourned at 8:10 PM.