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Cascade Unitarian Universalist Fellowship

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CUUF Board of Trustees (BOT)

Meeting Minutes

April 17, 2025

Attendees:

Julie McAllister, Rita Salama, Larry Tobiska, Don Flick, Linda Herrington, Rev. Thomas Perchlik, Jerry Baillie

Absent: Heather Coonrod

Consent Agenda:

Motion to Accept:

Larry Tobiska Moved

Jerry Baillie Seconded

Minister Report:

Distributed to BOT members.

New Building Design Task Force (NBDTF):

Julie McAllister reported that only Piper Petit has volunteered so far. Both Piper and her husband are Civil Engineers with the Washington State Department of Transportation (DOT). Some uncertainty about whether both are volunteering or only Piper. Her husband has been in private business in site development for 15 years. Clearly qualified to provide value to NBDTF.

The Nominating Committee has not yet surfaced any other volunteers. Jerry suggested NBDTF needs strong voices on building configuration and interior issues. It was pointed out that the biggest issues are where to place the structure on the lot, parking availability, ingress and egress, etc. Not a time to discuss carpet, paint, etc.

Mark Neal, the project architect, can complete the bidding process and provide an understanding of standard allowances. Linda Herrington wondered about the impact of tariffs on the cost and CUUF's ultimate ability to fund the project.

Julie observed that the NBDTF will evaluate options - steel vs wood, etc. If CUUF cannot afford structure, then a course change will be recommended.

Discussion ensued, surfacing additional names to approach for NBDTF membership.

August Fellowship Camping Trip to Squilchuck State Park:

Last year's first camping trip was very well received, so this year's event will be supported as an "official CUUF-sponsored" event. Laurie Riegert has reserved Squilchuck for two nights on the weekend of August 22nd. Dates later in September are not available. Linea Shannon and Owyn have agreed to coordinate this activity. The estimated cost is approximately \$130. Thomas and the Worship Team will investigate performing Sunday Services at the Park as a part of this activity.

Stewardship: Rita and her team continue to accept late pledges. Larry reported that at the recent UUA Treasurers' Roundtable, many reported more challenging pledge drives this year, generally attributed to the current widespread economic uncertainty. Should CUUF come up short on the pledge drive, the Finance Committee will need to amend the proposed budget. The annual Fellowship meeting to approve the budget is on June 1st, so the final budget proposal will need to be agreed upon.

Rita observed that the Fellowship is receiving feedback that pledge amounts are being trimmed in anticipation of another capital campaign to support the new building requirements.

Conversation regarding what to say about the status of the pledge drive at the upcoming Fellowship "Celebration" Dinner. The consensus was to reiterate the request that all submit their pledges, and that if there is a shortfall, the Finance Committee will amend the budget and present it to the BOT in May for approval.

Larry reported on his efforts to ascertain borrowing capacity to fund the new building program. In a conversation, Larry and Thomas had with Washington State Bank President Greyhouse, they were provided with CUUF financial information to review and consider. In a subsequent phone call, President Greyhouse informed Larry that the bank was not currently making loans to Non-profits.

The projected Loan-to-Value ratio is about 35%.

Legacy Fund discussion. Larry has been attempting to research what, if any, restrictions are placed on CUUF's use of "Legacy Funds." CUUF currently has \$44,018 in a Legacy Fund account. CUUF has a fiscal policy statement indicating that Legacy funds are either restricted or unrestricted, but unrestricted funds are encouraged.

Larry has conducted a diligent search and has found no evidence that existing legacy funds are restricted and can therefore be used in a manner the BOT determines.

Religious education: class dates have been set.

Events Policy:

Rental policy approved at the previous meeting. Events (concerts et al) remain to be completed. Overriding policy decision previously made: CUUF will not serve as promoter for concerts.

The upcoming Heather Pierson concert appears to violate that policy directive, in that CUUF has been named as the responsible party in a contract document signed by a CUUF member. Therefore, the focus on Heather Pierson's concert will be to have a successful concert experience while completing and approving the Events Policy and ensuring that the new policy is followed for future concert opportunities.

There is a discussion of Heather providing music for the Sunday service the following day. Cost is uncertain at this moment (reasonable and customary?)

Other Pierson Concert Questions:
Sound support by whom? How paid?

Concert venue management? Ticket sales/seating/etc. By whom?

Payments due in what amount when?

Committee on Ministry: nominations for the member representing the Fellowship will come from the Nominating Committee. Gary Pape will appear at the May BOT meeting.

Children's Director of Religious Education:

Since a committee has not yet been established, the minister's performance assessment will need to be done by the BOT regarding Religious Education.

Regarding the Minister Evaluation Process in total, the BOT will use the Unitarian Universalist Association evaluation grid as was done last year. Each member of the BOT will complete the form, provide it to Julie McAllister, who will create a summary of the input received and review it with Reverend Thomas. This process will need to be completed by the end of June.

Director Of Religious Education:

Julie McAllister shared that a person has volunteered to start a Children's RE committee to relieve Thomas of this responsibility. Thomas had written a job description for the RE Director, Rita and Linda have provided feedback, so moving to a complete document will be the next process step.

May BOT meeting opening words: Larry Tobiska

Meeting adjourned at 8:07 PM.

