

## **UUFH Board Meeting**

**February 18, 2025**

**Attendees:** Laura Otton, Gerri Farrell, Allyson Barish, Liza Burby, Jenna Kern-Rugile, Susan Peters, Jon Nielsen, Pastor Madelyn Campbell. Absent: Jim Rubin-Perez, Connie Sorcher.

**Chalice Lighting** – Words by Rev. Sara Ascher

**Covenant** (Gerri) – Reviewed.

### **Discussion and Vote Items:**

**Consent agenda** –December’s Minutes, January’s Minutes, and Minister’s Report unanimously approved.

**Stewardship - Emeriti Status** – (Laura and Gerri) two longtime members who live out of state request that each have their status be changed to emeritus. Susan motioned to approve two former members as emeriti. Jon seconded. Unanimously approved.

**UUFH Policy: Cooperation with Immigration Officers** (Liza) – Connie made one word change to proposed policy. Liza motioned to approve as amended. Jenna seconded. All approved. Policy will be displayed prominently. Landscapers, etcetera, will be informed of the policy. Laura will speak with Vivian, and will update the Board if she recommends any amendment to the newly approved policy.

**Updated Animal Policy and Incident Form** (Gerri) - A little dog was brought to Christmas Eve service and was disruptive. The Safety Team has revised the Animal Policy to specify that “service animals,” not emotional support animals may attend. Policy will be posted prominently. Security Team (Bryce) will take the lead by informing Greeters and let them know to contact someone from the Security Team to intervene. Greeters will not confront the person with the dog. Bryce proposed a revised Incident Form. Susan motioned to approve the revised animal policy and Incident Form. Liza seconded. All approved.

**Expense Policy** – (Allyson) Draft dated 2/14/25. A lot of procedural detail was removed/simplified. Pre-approval for anything costing more than \$75 taken out. Changes to Expense Policy, section 7.0 made. If the Committee chair wants to exceed the budget they will need the Board’s approval, not just the Past President or the Minister. Gerri motioned to approve the Expense Policy as drafted. Jon seconded. All approved.

**Ministerial Search Committee Reserve Approval** – (Allyson) Allyson did not set up a reserve account for this year’s ministerial search. So far the MSC has spent ~\$3,500, and estimate that they will spend about \$5,000 more. Given that the Balance Sheet has \$6,700 from years ago that has not been used, that the Contingency Fund has \$5,000, and the Unrestricted Reserve has \$335k, Allyson moved to create a fiduciary fund in the amount of \$8,500 to be used for the ministerial search. Liza seconded. All approved.

### **Discussion Items:**

**Nominating Committee** has found a VP candidate who has accepted the nomination.

**Governance Evaluation Survey** – has been sent to all Chairs, Sub-chairs and Team Leaders. Deadline to complete and return is 2/28/25.

**Rental Space** – Laura, Pastor Madelyn, Liza and Jon will meet on 2/19/25 with Rabbi of Kehillath Shalom Synagogue about renting space and sharing worship space. Liza will try to locate and bring blueprints to provide layout and square footage info. Future Board approval may be needed.

**Accessibility** – Beth B will conduct an audit in early March and is researching architects regarding chancel/stage redesign.

**Stewardship**– (Allyson) **Pledge Drive** – is well underway. So far 47 pledging units pledged \$176,000; only one unit reduced pledge. Board members are called on to assist Jen Sappell to call members who have not yet pledged.

**Apartment Update** (Gerri) – Town agreed no need for a rental permit. Kim Schultz can list it, and recommended a ‘floor’ monthly rent amount. Rent includes heat. Apartment has a separate meter for electricity that includes RE8. An electrician will take RE8 off that meter.

**Congregational Meetings** – Current bylaws require two congregational meetings. The first one presents the minutes of the last meeting for approval, presents the slate for the Board/Nominating Committee for members’ vote, and presents the next year’s budget. The second meeting just puts the budget up for approval. Bylaws Team is proposing to change the bylaws to make one congregational meeting. The Bylaws Team will hold forums about the proposed changes to Bylaws provisions, and the Budget Committee will hold two budget forums ahead of the congregational meeting to enable the budget to be added to the consent agenda at the single congregational meeting. The Congregational Meeting is on the calendar for 5/18/25. Laura will let Susan know when to post notice of the changes in the Flash.

**Finance** (Allyson) – P & L were good this month, due to ledgers liking to get their pledges in before 12/31 for taxes. \$21k is still available in the budget for projects that have not yet been done. Allyson will send out a message to Committee chairs/sub-chairs and Team Leaders to meet via Zoom 2/24/25 to instruct them how Budget request forms should be completed. Budget forums (confirmed on the Calendar) are scheduled for 5/7/25 at 7 PM and 5/8/25 at 2 PM.

**Board Goals and Progress for the Year** – Stewardship needs help with outreach. Governance survey needs a data person. Gerri is working on revising bylaws. Liza is working on policies. Jenna wanted to assist with Membership, but their meetings are during the day, when she is at work. Jenna will help with Stewardship, making pledge follow up phone calls, as will Jon. Jen Sappell will provide a script to follow, and a list of names.

**Committee Chair Rotations** – Liza is rotating off Worship as she starts her year as Board President. A possible replacement is considering it. Gerri will deal with governance issues. The Minister serves as the spiritual, programmatic, and administrative leader. Laura will reach out to the Nominating Committee for a list of people who indicated they would be willing to become more involved. Ideally, Chairs will train their own replacements.

**Next Meeting** – 3/18/25. March meeting may be held in person. If not, then April’s meeting will be in person.

