

## UUFH BOARD MEETING

January 20, 2025

**Attendees:** Liza Burby, Laura Otton, Allyson Barish, Jenna Kern-Rugile, Rev. Israel Buffardi, Jim Ammerman, Jon Nielsen, Susan Peters, Melissa Dinsman

**Absent:** Connie Rinaldi

**Lighting of the Chalice** (Israel)

**Covenant:** Read by the Board

**Consent Agenda:** December Minutes–Unanimously approved.

**Minister’s Report** (Israel) In addition to his report, Israel discussed concerns about childcare availability on Sundays and explored the possibility of implementing the OWL (Our Whole Lives) program, which would require reaching out to other congregations due to insufficient participants. It was noted that the adult version of OWL could be a response to the upcoming Vagina Monologues performance on March 8th, though time constraints make this challenging. The meeting also covered logistics for an upcoming RE forum and the BOT-Chair meeting, with the latter potentially being rescheduled from 12:30 to 12:00 to accommodate if the chairs want to start sooner.

**Finance Report** (Allyson) - Summary covers it all. Laura discussed the need for the Treasurer position to be considered for a roll-over term of an additional 3 years to provide stability. The Board discussed this and agreed it would need to be incorporated into the By-Laws with a congregational forum and vote.

**Strategic Planning Committee** (Steve Burby, Valerie and Kristina) Joined the meeting at 7:30. In addition to thanking them for their two years of work, the discussion included:

1. Mission and Vision - The Board discussed several key topics including the mission and vision statements, which Kristina and Valerie recommended relabeling and updating, while Susan questioned the need for changes given past success. Both were last updated in 2017. **Action Item:** Kristina and Valerie seemed to want to have a committee to explore this further.
2. Communication/Information, Tech & Tools - The Board explored challenges with information storage and retrieval, with Valerie highlighting the need for a standardized filing system for committee records. The BOT agreed to create a subcommittee to address this. **Action Item:** Form a subcommittee to explore how to maintain electronic, searchable records from one Fellowship year to another.
3. Governance Model - The Board also reviewed progress on implementing chair meetings and updating committee charters, with Jim working on ensuring all charters are up-to-date.
4. Communication Connections – The committee discussed the importance of maintaining accurate governance information and agreed to explore ways to better communicate leadership changes to the congregation. The Board agreed to include leadership updates in the Flash and website, with Kristina noting that the website is a key source of information for both new and current members. The discussion also touched on the importance of integrating institutional memory with newcomer information, with Steve highlighting the role of the subcommittee in achieving this balance. (See above)
5. Finance, Income and Infrastructure Management – The Board addressed the committee’s suggestion for a 20-year capital campaign improvement plan, with Susan mentioning the existence of Jason’s document that could serve as a starting point for this initiative. **Action Item:** The Board agreed to have Laura and

Allyson work with Jason to review the report and determine if an engineering firm should be hired, while also considering using Jason's existing expertise. They discussed the need to create a clear capital improvement list before next year's budget vote, though Allyson noted this might not be ready in time.

6. Next Steps - The Board agreed that the Strategic Planning Committee Report should be made public. The goal is to make it available to the congregation this fiscal year. We also talked about forming ad hoc committees for those interested in exploring our Vision-Mission statements and for those interested in storing information that is part of our institutional memory. **Action Item:** We need to explore how to make the plan available to the congregation. We also need to publicly thank Kristina, Valerie and Steve. Liza and Laura will "clean up" those aspects of the document that have already been addressed, annotating the report with this information. Laura and Allyson will meet with Jason to go over the report recommendation to have a 20-year capital improvement plan, utilizing whatever lists he currently has.

7. The Board also addressed tenant-related concerns, with Valerie raising issues about tenant interactions and property access, which Liza suggested should be directed to Sandra for handling.

BOT Meetings for 2026, all at 7 pm on Zoom: 2/17/26; 3/17/26; 4/21/26; 5/19/26; 6/16/26

*Respectfully submitted by Debbie Hocevar*

*Approved 2-17-26*