

UUFBR Board of Trustees Meeting July 9, 2025
(postponed June 25 meeting)
Minutes

Present:

Trustees: Copresidents Rajeev Arora and Claire Smtih, VP Patrick Larson, Treasurer Howard Prentice, Secretary Judy Keiser, Trustees Carole Stephens, Bill Jensen, Nader Tavakoli, and Lynn Smith

Minister Rev Edith Love

Guests: Donna Musial, Mitch Major, Celia Hirsch, Mary Wickensheimer

7:02 Gathering

- Chalice Lighting /Opening Words (Claire), Check-in (Judy), Vibe-checker (Carole), Time-minder (Bill)

7:14 The meeting was called to order and Rajeev welcomed guests and visitors.

1. Approval of Minutes of the Board of Trustees meeting 5/28/25 and Reports: The minutes were clarified without revision, and without objection were approved.
2. Administrative Reports:
 - a. Minister's Report: written report was submitted by Rev Edith. Carole noted that she needs nonGoogle version of spreadsheets. Appreciation was expressed for Rev Edith's engagement with death education in form of Date with Death curriculum being considered for the fall. Mission and Vision miscommunication was noted along with need for better procedures, need for clear job description to keep to 30 hours a week, and need for collaborative goalsetting. Carole recommended that the Board do a closed session for deeper discussion of those points. The consensus was to wait til the next meeting.
 - b. Treasurer: Howard presented written reports. It was noted that the report showed May numbers, not June numbers. That will be corrected. Pledge question was answered: it was an artifact of date of examination – prepaid pledges of \$34k are now included, and pledge money is coming in currently. Lump sum pledges, sometimes erratic in timing, are received from some people. School revenue will help. Bill raised issue of cash flow not being enough for two Payrolls. He transferred \$25k from Louise Malusis Fund into operating fund, but we will still need cash. We need a report of budgeted and actual income for each month; Bill and Howard will produce that report.

Mitch raised issue of gap of \$70k between pledged amount and available funds; Sharex has improved that deficit. The suggestion was made for year-round stewardship to alleviate cashflow crunches.

- c. Facilities Report: Donna reported on Fire closet project: she reached out to Lighthouse Point contractor, is waiting for price for fire closet. Will only get one quote due to difficulty finding other contractors and necessity for immediate action on the application: Boca Raton won't let us get permit until contractor is on board. Donna explained that she will get the contractor and sign drawings, working with Patrick and Rajeev. Once we get proposal, Board will immediately vote, by email if necessary.

Donna also explained that 30-year recertification (used to be 40 years, now shorter time period) applies to the whole state, but local Boca guidelines require structural engineer and electrical engineer to sign off. Donna approached 3 engineering companies, Needs details to follow up. Access is needed to parts of building including roof. Deficiencies must be corrected or city will fine the building. General Contractor doing fire closet can hopefully handle correction of deficiencies. Deadline is Feb 2026. Costs are unknown.

- d. ShareX: Update on School Rentals : Rajeev reported that schools are in, decorating, working with Landscaping committee on wishlist for improving experience related to outdoor elements. Committee met today.

Recommendation was made not to review each item on wishlist at this meeting. Two points do need Board input:

1: presence of kids in Valley on north of property conflicting with Landscape team. School leaders want regular workers to be background checked and will pay. Easy online process. Reluctance of some volunteers to undergo check. It is part of our standard procedure for adults dealing with kids to be background-checked. Idea: coordinate volunteer schedules to avoid landscape work when kids are outside. Concern raised about use of our funds: appropriate to fix hazards, should decline to spend funds on other projects or should request reimbursement or expenditure by schools.

Question about the terms of the contracts: as-is? Idea: protect against risks of injury by having someone oversee opening/locking up and monitoring the property. Insurance covers invitees using property, such as children on swings.

2: AVDA fliers in bathrooms – age appropriate? Idea to remove evocative pictures, use adult text. Discussion: need to educate kids early about sensitive topics, also need to balance and prioritize congregational functions. Idea: Use flier without picture, which is currently posted in other locations.

Old Business

- a. Hope for Us: Rev Edith) reported that H4U team wants all trustees to complete the Intake Form sent to us, to demonstrate buy-in from congregation. Need to explain that invitation is meant for all congregants also, in communications with congregation. Need to share our concerns to help H4U team focus on the right problems. Once they get feedback they can proceed with the process.
- b. Mission-Vision project: Rev Edith reminded Board that final Mission and Vision Statements will need congregational vote, which under our By-laws must be held at least 1 month after the finalizing meeting that was held on June 29. It's important to allow sufficient time for process to unfold to get buy-in by congregation. Discussion of date: there are limited weekends available in August. Decision: Hold the congregational meeting September 7 after Water Communion onsite. Note that Rev Edith will be onsite for two consecutive weekends (Labor Day and Water Communion), then offsite on September 14.
 - i. **Final Vision: A beloved community welcoming all and promoting truth, spirituality, love, inclusion, compassion and justice.**
 - ii. **Final Mission: Our mission is to**
 - **nurture** spiritual growth and connection,
 - **build** inclusive community,
 - **work** towards justice and equity,
 - **heal** the world one interaction at a time.
- c. Evaluation of ministries by Board at 6 months: Judy reported on status: a template is in process and will be shared with the Board. Evaluation of minister is a separate process under discussion with Hope for Us to clarify the Board's role.
- d. Security Plan: Rajeev reported that a draft was submitted by Courtney, and trustees need more time to review and comment on draft. Rajeev requested that trustees send comments to Rajeev and Courtney to create next version to present again. incorporating what we already have in place: AED policy, hurricane policy, forms available for checklists. Need to incorporate policy on ICE raids, assign responsibility ahead of time, create form for responsible leaders in a hierarchy and fill in for every event. UUA has a guide to ushering that includes training for all ushers.
- e. Board or Congregation: Issue was raised and tabled as to what types of issues are decided by the Board and when must the whole congregation vote.

Situation caused by request by Healing Justice for use of UUFBR name as sponsor of upcoming social justice program.

New Business

- a. Delegate reports from General Assembly - tabled
- b. Nominating Committee as an instrument of change: request for Board support for this endeavor in the form of all Trustees doing the relevant training in "Leader Lab" on the UUA website. No set date. Tabled.
- c. Sharex event welcoming schools: Rajeev invited trustees to save the date August 23 for tea and cookies meet-and-greet with teachers/staff. Goal is to highlight new Sharex partners and inform congregation about schools. Other ideas: include in worship service, welcome, etc. Actual start dates are Aug 20, Sept 8. Discussion of when to include school introduction in worship service: possibility on August 17th (the theme is listening, PEACE as guest preacher). He will coordinate with Worship and Program Planning.

9:00 Meeting was adjourned.

Respectfully submitted,

Judy Keiser

UUFBR Secretary