

UUFBR Board of Trustees Meeting November 19, 2025
Minutes

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Present: Minister Rev Edith Love, Co-presidents Rajeev Arora and Claire Smith, Secretary Judy Keiser, Treasurer Howard Prentice, VP Patrick Larson, Bill Jensen, Carole Stephens, Lynn Smith, Nader Tavakoli

Guests: Mitch Major, Stacey Scholnick, Erich Landstrom, John Bostrom, Mary Wickensheimer

7:00 Gathering: Chalice Lighting/Opening Words (Rev Edith); Check-in (Claire); Vibe-checker (Carole); Time-minder (Howard)

Meeting was called to order at 7:16, quorum was established (with Nader leaving due to concern about recording of meeting), and Rajeev welcomed guests and visitors. Short discussion of factors involved in Nader's concern, and possible approaches to address his concern. Raj to talk with him personally later. Discomfort also expressed with AI being involved in recording meetings.

Approval of Minutes of the Board of Trustees voting meeting 10/22/25: Judy will send out draft minutes tomorrow for approval at December voting meeting.

Administrative Reports:

1. Minister's Report – Rev. Edith: submitted written report. Highlights: scammer episode – need backup email communication mode to reach entire emailing list in case of future scam in Ruth's absence. She used discretionary fund for benefit of a UUFBR member. Ongoing projects include Right Relations Team and Strategic Planning. She is wrapping up her tenure as minister, taking one week of study leave, and final pulpit appearance on January 11. Ongoing work on covenant mending started with small group, needs to expand to whole board. Good to do before next minister arrives.
2. Treasurer – Howard Prentice: submitted written report. Highlights: No immediate concerns. Still reasonable projection for rest of year. Year-round stewardship concept – will it change our attitude toward pledge drives? Pledges received to date: \$18k, a good amount, more .expected by Robert. Sharex producing good returns.

Questions:

- Shortfall of \$32k below ytd plan include ministerial benefits of \$12k more than amount budgeted. Response: due to travel or health benefits new to this minister.
- Bank charges \$3k – why? Phishing scam – not really a bank charge.
- A/C is over budget by \$1500 – capital campaign should help with that.
- Also plumbing over budget: unanticipated repairs.

3. VP Facilities – Patrick Larson. Submitted written report. Highlights/3 action items:

UUFBR Board of Trustees Meeting November 19, 2025

Minutes

- i. Issue with current fire alarm service company: we're out of compliance because equipment failed , our fire panel isn't communicating with the City Fire system, and no solution has been offered. They're not registered with Boca. Note for future: we need to verify all our service co's are registered. Need new co. Question whether we are still under contract with them. **Motion made by Bill and seconded by Claire to authorize Patrick to investigate and if possible hire Genset . Motion passed without further discussion.**
 - ii. Acoustics: Osias done, is a vast improvement. Given good result, shall we do Rockberger? Patrick asked contractor to bid for ceiling only, got quote of \$4400. **Motion made by Bill and seconded by Carole to hire the provider to do Rockberger.** Discussion: Patrick will handle the aesthetic detail , and same maintenance is required for upkeep of beveled edge panels as non beveled edge panels. **Motion passed.**
 - iii. Pruning trees: Originally the City required the project to include an arborist report, but Patrick was unable to find an arborist willing to do report. City contact agreed to hire company with arborist on site, and Patrick got 3 bids; he recommends hiring Monster, whose quote was for \$9000. Need to either cut trees back or take trees out to save parking lot. Recommendation to choose pavement companies to cut broken concrete before pruning is done. Can also hire Monster to do concrete cutting. Cost is based on estimated number of hours, company will review situation before concrete taken out and it may require a change order. **Motion made by Bill and seconded by Claire to go ahead with hiring Monster Tree Service based on presence of arborist onsite.** Discussion: All trees were inspected once without objection to proposed work. Possible changes to pavement material would need review by city. It was noted that this land is not natively forested. **Motion passed.**
 - iv. Patrick encouraged people to enter and exit at correct places. Need to repeat message to all users of property. After roots are pruned, can resurface and restripe parking lot and will repaint arrows then.
4. Sharex – Rajeev for Linda Prentice: team has created new form contracts for recurring and nonrecurring events, with Exhibit A to include costs. Project to create rate sheet based on local venues to use for new contracts is almost finished. Issues include whether to charge for AV and tech equipment. Zendo is vacated; nice room, separate exits. Plan is to show space to support groups. Janitorial service will start cleaning it for \$120/month. Issue: fire exits are not ADA compliant – threshold needs attention to be suitable for wheelchairs. Issue: the room is echoey when empty. Patrick measured and will get quote for acoustical panels. May be ok once occupied. Linda and Ruth are doing a great job.

UUFBR Board of Trustees Meeting November 19, 2025

Minutes

Program Committees and Groups, ad hoc Teams – Reports/Action Items:

1. By-Laws – Mitch Major: Linda Prior joined Bylaws Team. Division of labor: Linda will review models I of local bylaws; Mitch is meeting with UUFBR groups to get input. Spoke with Bill about combining Legacy and Endowment committees. There is a continuing need to encourage new donations and bequests, and this might be a good time to reinvigorate Legacy Group.
Initial Workshop: scheduling issues, now looking at January. Anticipate holding multiple meetings to discuss issues.
Discussion: if we combine the two groups, how will we handle restricted bequests? Response: Procedure exists already in Bylaws; tell Mitch if current guidance isn't sufficient. Goal is to limit restricted funds to avoid having little pots of untouchable money. Recommendation was made restricting those but we are aware that those giving bequests might have preferences. Need to prepare process to address issue. Question re: specific Thanksgiving fund – what is process for emptying such funds?
2. Mission and Vision – Rajeev Arora: See report on Strategic Plan and remove this heading from future agendas.
3. Hope for Us – Rajeev, Lynn Smith
 - a. Confirming dates/times of service (video in January 28 worship service – not before then, due to busy holiday schedule, Rev Edith's last worship on Jan 11, stewardship starting mid-January) and workshops starting Sat Jan 10 for 8 Saturdays – need to set time (1 ½ hours, 11-12:30). Need to publicize it. Carole will get info from Judy and handle publicizing the workshops.
 - b. Question about one on one interviews? Smiths have not been interviewed yet. Cameron (our rep) will send us list of meetings conducted.
 - i. Publicity/invitations to workshop – who prepares? – who attends?
NB see item #3 in attached Adaptive Skills meeting summary
4. Safety/Security - Claire Smith: - Firearms, ICE, greeter training. Goal is to make plan complete and useful.
 - a. Locked gate: unwelcoming or security need? Necessary or unnecessary?
Lynn agreed to remove this item from consideration.
 - b. ICE concern: we're not immune from trespass. Need to prioritize procedure and training. HJ to help with that.
5. Minister Search – status update – Lynn for Jim Smith: Jim is running 3 Zoom discernment sessions on Nov 22, Dec 6, and Dec 13 asking for input on guidelines we should look for in contract minister. Need to give congregation information about compliance with UUA guidelines, and candidates. Jim edited portal. Next step is asking congregation for input. We're current with process

Breath Break

UUFBR Board of Trustees Meeting November 19, 2025
Minutes

Old Business

1. Board Welcomer schedule – Judy K.: link in Worship schedule is outdated. Bill will update the spreadsheet and share with Board.

2. New Committees/Teams: Trustee liaisons are needed for new Teams:
 - a. By-laws Revision (now need 2 more members), JLK is liaison
 - b. Leadership Development (need 2 more members) Danielle, Trish and Myra (new volunteer,) Raj Bd liaison
 - c. Right Relation Discovery Team (need 5 members for actual RR Team), Ron leading exploratory team, need Bd liaison
 - d. Stewardship (need 5 members) Claire Bd liaison: is wooing 2 people, wants nominations of people who will lead us into a new culture of giving. Recommendation to talk to Myra as source of names.
 - e. Strategic Planning (mission/vision execution) (need 5), Raj is BD liaison?
 - f. Updates to be given by Bd liaisons or heads of teams? Team lead ideally gives report, Bd liaison as backup.

3. Strategic Planning Team update (written report in 2 docs): Rajeev: docs shared with Board. Linda, Myra, Stacey, Jen and Raj are the team. They read Celia's notes from Board meetings, summarized data. Congregational survey combined the information and asked AI for priorities. They reviewed mission and vision results, now are creating a process to engage congregants.
Process (using Bylaws project as a model): first will present to Board, then get input from committee chairs, then conduct listening sessions with congregation.
Overall agenda: will create Pillars, objectives for each pillar, actions, and key results, then assign tasks.
Pillars have been discerned: Nurture growth and connection, build inclusive community, healing through interactions, work toward justice and equity, and also added financial sustainability. For each pillar, imagine objectives, actions and key results. What's missing, what is the highest priority? Lay out road map of SMART goals for short mid and long term. Good to have a plan in place to give members the big picture and the comfort of understanding the overall plan.
Discussion:
 - Concern about having lots of projects, not enough volunteers? Risk burnout for Trustees who take on multiple roles. Solutions: new members are taking on roles – evidence of new energy. Need to cut to manageable amount of work. Strategic Plan could be an umbrella team over various committees to help articulate limited time and specific priorities; decisions are still made in conjunction with Board and minister.
 - Concern about UU grounding not being part of spiritual growth. Need to make sure new members get UU grounding and world view. Solutions: Worship is trying to incorporate UU history and theology in worship.
 - Concern about not having shared plan with congregation yet. Information should be more broadly shared. Response: premature concern. Need a

UUFBR Board of Trustees Meeting November 19, 2025

Minutes

plan to react to. 5 people met, created rough draft, now sharing with leaders, and will share with congregation. Team is open to volunteers who want to join effort. Team wants input from each trustee about plan content and priorities.

4. Leadership Development/Nominees for next Board: concern that nominating Committee knows their task and is working on it. Discussion: idea: ask Nom Com to invite people to attend Board meetings. Incorporate requests for volunteers in worship, put requests in eblasts.
5. Minister's contract extension: request submitted by member Jacqui Velasquez. Board will address this request in closed session; need to communicate that to Jacqui.
6. 2 items tabled to adaptive meeting agenda (including difference between team and committee)

New Business

1. Revamp the Organizational Structure of UUFBR to create a more Beloved Community that includes more input from members – John B: submitted email proposal. Highlights: focused on specific issues on Board page on website: there are no photos and bios of the board on our website, and language sounds like a corporation Wants to rewrite the language to look more like beloved community. Wants feedback on edits. Discussion: IT team maintains the website. Discuss with IT team and outreach. Progress: She is almost ready to send bios to Mary. Idea: share bios with John.
2. Child Care Plan (written document "Child Care Launch..." submitted): Rajeev: requested comments of plan for use of nursery during worship. Holiday decorations: there is an urgent need to organize and plan. Plan to do hanging of the greens Nov 30 plan – they are in attic. Need team to handle the project. Discussion:
 - What is scope of Xmas decorations – garlands, trees, etc.?
 - Whose job is it? We don't have a sexton idea. Could hire college students to do the work. Carole: hired St Andrews help for Rev Harris departure. She could ask for similar help. Will advertise for helpers: announcement on Sunday and in eblast. Raj can ask Grow parents. Erich will reach out to Courtney, Amanda, Paul and other youngsters. Borrow Chris to help? Howard will help too.
 - Need coordination and plan – who decides what we want to do? We're known for solstice tradition. Aesthetics committee: creative people work with worship and music teams.

9:19 went into closed session to discuss Jacqui's suggestion that the Board extend contract month to month. Carole will notify Jacqui that it was discussed

UUFBR Board of Trustees Meeting November 19, 2025

Minutes

and the trustees considered a number of things that added up to the consensus that it was not in the best interest of either Rev Edith or the congregation.

Meeting was adjourned.

Submitted by Judy Keiser, Secretary

December BoT meeting dates: **Wed Dec 3** Adaptive Skills; **Wed Dec 17** Regular Monthly. 7:00 p.m.

UUFBR Vision:

**A beloved community welcoming all and promoting truth,
spirituality, love, inclusion, compassion and justice.**

UUFBR 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.