

UUFBR Board of Trustees Meeting December 17, 2025  
Minutes

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, Mary Wickensheimer

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

At 7:14 the meeting was called to order; quorum was confirmed, and guests and visitors were welcomed.

Approval of Minutes of the Board of Trustees for the voting meetings on 10/22/25 and 11/19/25: both were approved with one revision on the November minutes regarding the summary of Rev Edith's time remaining (study leave, not vacation).

Reports:

1. Minister's Report – Rev. Edith: highlights: loss, tension and celebration in past month. Memorial services; statements are being presented tomorrow in response to criticism of comment during Sunday service. Worship Team has good processes, which weren't followed, allowing the reading to bypass usual filters. It was confirmed that though ministers have freedom of the pulpit, other speakers do not. Vetting process for worship elements is a fair discussion to have with H4U. Amy Carol Webb is willing to act as pastoral care resource during interim period without minister. There will be one more special meeting with Rev Edith January 7. Exit interviews are planned with Regional UUA. H4U rep will attend the Jan 7 meeting.
2. Administrative Reports:
  - a. Treasurer – Howard P. Sent written report per month (for trends) and for November. Highlights: Good evidence of substantial pledge income, with an increase in the fall as anticipated. We're still in a good situation, especially this month. Revenues over expenses by \$4k over last 3 months due to schools. No real issues, not in crisis mode. Expenses are substantial, so we need to take note of expenses. Letter to all the teams is being worked on re: proposed budget for next fiscal year. Howard will send to committee chairs, with a goal of presenting a draft budget to the Board at the January meeting.
  - b. VP Facilities – Patrick L. sent written report. Highlights: action item for discussion: ADA compliance of 4 fire exits in Main Building. Grandfathered but should voluntarily upgrade to remove drop from threshold to outside grade. Could be costly – recommends building up a reserve for this project. Not a DIY project. Concrete work, modification of doors and thresholds. Initial question: should he research cost? Discussion: unknown whether ADA needs all doors to be compliant. Possible solutions: Metal ramps with handrails (issue with overlap onto driveway). Consensus is to go forward. Issue of fire closet: We're waiting on the city. Genset lack of response: possibly need to approach in another way to get response.
  - c. Sharex – Approval of new rate sheet - Judy for Linda P.: rate sheet is done. Board consensus was that no vote of approval is needed.

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

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3. By-Laws – Mitch M.: Collected 12 versions of old bylaws, bylaws from other local UU congregations, and UUA template. Mitch contacted 33 group leaders, Membership Committee sent proposed language, Endowment Committee discussed possible changes and will provide written suggestions. Though group is getting good comments and ideas, there is trouble scheduling initial workshop due to conflicting meetings. Goal is to get lots of input from members before presenting a draft to the Board.
4. Mission and Vision – Rajeev A. Strategic Plan: Team has prepared documents for Bd review: trustees are invited to give Nancy Hutter comments. Next step: involve lay leaders, hold meeting January 4<sup>th</sup>, hold congregational discussion Feb 8. Goal is to highlight highest priorities based on buy in from members. Need bd input before reaching out to lay leaders. Consensus is to add Board to invitation by Team to demonstrate Board’s endorsement.
5. Hope for Us – Rajeev A.; and Lynn S.: Jude, Jes and Connie sent Zoom links and syllabus, Claire will share with attendees.
  - a. Confirming dates/times of workshop starting Jan 10 for 8 wks 11am-1pm – all are 2 hours long vs original 90 minutes in proposal.
  - b. Publicity/invites to workshop – Claire: 12-14 acceptances to date.
  - c. H4U happy to participate in special adaptive meeting January 7. Lynn volunteered to speak to them. Plan is to use stories to uncover what’s deeply hidden and build new strategies going forward.
6. Safety/Security: - Claire: main emergency response plan is developed. Not all appendices are complete. Response to ICE visit is complete – Amanda and Claire are working to launch training amidst H4U and holidays. Short notice but important; feeling of overwhelm will be an obstacle, important to have Bd’s support as primary leadership of Fellowship and models for the congregation. Will repeat training – want broad participation. Greeters eager to be trained. Use them as nucleus of first class.
7. Minister Search status update – Rajeev for Jim Smith: 3 discernment sessions were held, results were shared. Meeting next Friday of Search Team, planning a congregation-wide session to get further input. Finishing listing of job – Jan 1 cycle starts – portal opens - complete financial info, questionnaire; group effort is needed. Jim did a draft of some responses. Raj and Carole and Judy will walk through what exists on portal and what more needs to be done.

Old Business after Breath Break:

1. Ratified email vote approving landscape work, per emergency affidavit.

New Business

1. 501 (c) (3) status alert from UUA – Carole S: President signed executive order punishing liberal language, possibly identifying UUA (and potentially all UU congregations) congregations as terrorist organizations risking loss of tax-exempt status. UUA will notify all congregations of recommendations from UUA regarding taking care to avoid risky language (including antigovernment speech at vigils). Carole will inquire with friends from Episcopal church as to strategies used by other faiths. Issue of self-censorship of speech and risk of being pushed into imprudent speech.
2. Committee vs Task Force – are we misusing the terms and mis-applying the guidelines? Lynn S: Issue for bylaws team: Need to distinguish between task force/team/ad hoc committees (temporary, dissolve when done) and standing committees (submit minutes, have charters, budget, report to Bd, last in perpetuity). Bd needs to define number of members, what they

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need, scope, goals, objectives and timeline and how Bd stays involved in process. Task force projects could include ADA issue of ramp to chancel. Timeline: short term (6 months), Membership 3-5 people (not Bd responsibility),. Process: define, talk, meet, interview, gather info, come back with recommendation of what's needed to bring up to compliance, establish cost. Avoid reports and meetings, team is dissolved at the end of the project. Another example: Holiday decorations task force. Need to create standardized language in bylaws. Concerning insufficient volunteers, suggestion to utilize existing teams before setting up new ones.

3. Use of membership list by former members or non-members for non-church projects (Lynn S, Carole S): regardless of the specific request, the issue underlying concern is need for policy to control what is published in newsletter. Question whether current IT email policy covers this issue; clarification that the existing policy was to address individual use of UUFBR email accounts. Different from use of emails to entire congregation. Carole will research other congregational policies. Request to include a URL in newsletter (no problem, consensus to allow) is different from request to reach out to individual congregants. Process used needs a communication team/editor to advise Ruth what to include in newsletter. Suggestion to ask Stacey to help, set up priorities. Judy will share existing draft SOP with Raj and Lynn and Carole to update and clarify our approach: is this content our members would benefit from? Bd prioritizes content not person requesting distribution.
4. Process by which new ideas are brought to the Board (Lynn): We need a process and guidelines in our Policies and Procedures, to avoid trustees being overwhelmed by emails asking for action or information. Need time to consider and discuss before responding, instead of each trustee responding separately. Also need choices: Bd can take action, form task force, or decline to consider. Bd as funnel for ideas – suggestion: devote 15 minutes at the end of the meeting to cover the good of the order, visitors to speak then or email secretary prior to meeting and add to agenda for discussion and response. Note current conflict of Board meetings with choir rehearsal.
5. Mary Cadwell Memorial: February 28 conducted by Rev Harris Riordan. Family members are helping make plans.

At 9:14 the meeting was adjourned. Next meeting is January 7 (special adaptive meeting).

Submitted by Judy Keiser, Secretary

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**Our Vision:**

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

**Our Mission:**

- **nurture** spiritual growth and connection,
  - **build** inclusive community,
  - **work** towards justice and equity,
- **heal** the world one interaction at a time.