

UUFBR Board of Trustees Meeting Minutes

This is a voting meeting

January 28, 2026

Present:

Trustees: Copresidents Rajeev Arora and Claire Smith, Secretary Judy Keiser, VP/Facilities Patrick Larson, Treasurer Howard Prentice, Trustees at large Nader Tavakoli, Carole Stephens, Bill Jensen, Lynn Smith
Guests: Mitch Major, Betty and John Tilton, Jim Smith, Celia Hirsch

Gathering: Chalice Lighting/Opening Words (Claire), check-in (Judy), Vibe-checker (Nader); Time-minder (Carole)

At 7:17 the meeting was called to order; quorum was established; Rajeev welcomed guests and visitors

Minutes of the Board of Trustees voting meeting 12/17/25 were approved without discussion.

Reports:

1. Administrative Reports:

- a. Treasurer – Howard Prentice: Income and Expense: \$25k in pledges and Sharex income are keeping us going in a good direction. Discussion of \$10k monthly savings for months without minister; unplanned expenses for cut electric conduit, lighting repair; and need to pay Admin Assistant for unpaid vacation time and holiday hours. Howard will follow up to make sure she is paid what's owed her.
- b. VP Facilities – Patrick Larson: No action items. Discussion of timing of parking lot paving/sealing/restriping job; estimate for lighting repair job (warranty job, labor and lift expense our responsibility, \$1600 estimate seems high) and whether this repair is currently necessary, given other lights in parking lot. Need to incorporate unplanned expense into next quarter's budget.
- c. Sharex – Judy Keiser for Linda Prentice: renewal of contracts at new rates is ongoing and Linda with Ruth's help is doing an amazing job handling all the renewals, including outside the box suggestions like volunteer work to help partners meet obligations. Suggestion: ask Sharex partners to help with seasonal decoration tasks. New contract with Pinecrest School to use our parking lot suggests a good ongoing relationship.
- d. Endowment: Mitch Major: \$505k in all 3 funds. Growth rate for 2025 14.7%, 75/25 split of stocks and bonds. Mitch analyzed past history of mistakes due to timing of markets during down periods and attempts to outperform markets with obscure investments, and practical effect of forgiving endowment loan as a grant, amounting to a double grant. His goal is for Bylaws to establish better processes. Next fiscal year, \$22k will be available to grant. Discussion of removal of future Endowment loans from the 13 quarterly periods used for calculation of value.

2. Program Committees and Groups, Ad Hoc Teams – Reports/Action Items:

- a. By-Laws – Mitch Major: he has spoken with 18 members, raised the issue at Endowment Committee meetings, and at the Board meetings, yielding input from about 33 people. Areas needing specific discussion include governance, membership, and endowment/legacy/restricted funds. Schedule: discussion at upcoming Feb 12 Endowment committee meeting, and Feb 25 Board meeting, and holding 3 meetings in March with congregation. Due to large scope of changes, Mitch proposes splitting project into several portions, prioritizing financial portion

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first, with Rajeev heading up other portions later. Discussion: management of \$940k in assets, split between endowment fund, legacy funds and operating funds, is currently managed by 3 different groups. Question whether operational/legacy fund distributions/gifts and bequests should be managed separately from endowment. Mitch to speak privately with Bill. Suggestion to reconstitute our formal finance committee, including treasurer, stewardship, endowment and members with financial experience, with copresidents attending, to help in creation of budget. Lynn Smith will help find members for finance committee; Nader will help also.

- b. Strategic Planning – Rajeev: Lynn met with Team, invitation sent to lay leadership to attend Feb 8 discussion after worship to introduce four pillars and goals and objectives and share information.
- c. Hope for Us – Rajeev: workshops are ongoing and will continue. H4U are also participating with worship team and other efforts.
- d. Safety/Security: - Claire Smith: ICE/unexpected law enforcement visits training was held Monday night. 28 people attended (16 pre-registered), including 6 nonmembers and 22 members (including 5 trustees). It was recorded and link will be shared, and could be repeated if there is interest. Board will need to review and discuss some aspects of training – goal to discuss, including role of trustees, at Feb 11 adaptive meeting and vote at Feb 25 meeting. Discussion of need for strong leadership, effective training in nonescalation and nonviolent communication, and possible changes in policy against political speech given the current trend across faiths to speak out against ICE actions.
- e. Minister Search – Jim Smith: In general, 42 candidates have applied for 29 contract positions through portal. Search team will share information. Our profile has been refined and sent; will be published after review by UUA. Comments are welcome. Discussion of timeline: posting is open til December. Per UUA, searches by ministers happen until May for August start dates. July is probably most reasonable earliest estimated date of start. Worship team planning should assume 6 months of layed worship.

Old Business

1. Process by which new ideas are brought to the Board – under development by Lynn S. and Judy K. Postponed discussion.

Breath Break

New Business

1. Budget for FY26 Howard: pledge number is realistic. \$203k budget last year, \$130k actually collected in pledges. Budget for current fiscal year calls for \$73k in pledges to be fulfilled by end of fiscal year. We anticipate receiving \$60k, for a shortfall of \$13k, \$24k less than original goal of \$196k. If that goal is reached, \$196 as goal for next year seems reasonable. Howard will provide budgeted, actual and projected data for each category.
 - Discussion of legacy gifts available in upcoming fiscal year: \$25k from Malussis bequest, \$6k from Doug Hughes Operating Expense Fund, \$800 from Capital Improvement fund.
 - Discussion of Sharex: Estimate of \$55k is conservative: we have received \$41k YTD, \$4k/month yields \$48k per year. Note that all schools are current in payments now.

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- Discussion of difficulty in estimating gifts and donations, decision to be made in pledge drive if expected pledge amount is not reached.
- Discussion of minister expense: If we hire a full time minister the expense will be higher than \$120k (the amount listed in the portal). Rev Edith was a 75% time/expenses minister. Using guidance from UUA for Boca Raton (high standard of living) the estimated salary should remain \$125k in budget, which includes soc sec and housing and health and retirement for fulltime minister. Note that we can postpone using Malussis gift of \$25k for operating expenses if we don't have to meet whole year's expenses for minister.
- Discussion of staff salaries – no raises are planned but we need to add 5% per year. (1 week salary) for each staff member.
- Discussion of Facilities maintenance: budget was \$58k, Patrick asked for \$64k, not including capital improvements.
- Discussion of Music: Christmas and Easter are now included in budget. Will need to raise more pledge income to keep entire requested budget.
- Discussion of UUA dues: consensus to keep as is.

Consensus: will need \$213k income from pledges. Howard to supply missing numbers in draft budget to be sent to members.

2. Covenant with Rev. Harris for pastoral care: Rajeev: Motion by Claire, seconded by Carole, to approve covenant with Rev Harris to provide pastoral care while we are without a minister. **Motion passed** without discussion.
3. Healthy Relations Team (HeaRT): Rajeev: Motion by Claire, seconded by Bill, to approve charter of Healthy Relations Team as presented by Ron Roth at Adaptive Board meeting on January 14, and appoint Ron as chair of new Team. Discussion of scope of operations of new Team: right relations or better communication? Plan: communication, training in conflict resolution, people in conflict can get menu of services available. Team steps in when breaches have occurred. Rajeev to speak with Ron about whether Team can handle disciplinary process and if not, how will it be handled. **Motion passed.**
4. Report on certification: Judy Keiser: once membership portion is completed we will submit certification, will happen by February 5.
5. Choosing delegates for GA (Judy K): we will be entitled to delegates (two) once we are certified. Our Denominational Connections Committee has been reformed. General Assembly is virtual this year.
6. Nominating committee: Rajeev: Committee of Danielle Smith, Myra Terry and Terry Jordan met; Myra is developing ideas for nominees
7. Annual meeting- Judy Keiser: current plan is to hold it March 8, to elect positions and approve budget.

9:17 Meeting was adjourned.