

UUFBR Board of Trustees Meeting Minutes

This is a voting meeting

April 22, 2026

Present:

In person: Trustees Rajeev Arora, Claire Smith (copresidents), Judy Keiser (Secretary), Patrick Larson (VP/Facilities) Guests Mitch Major, Robert Duchemin

On Zoom: Trustees Lynn Smith and Howard Prentice (Treasurer), Guests Marina Machado, Celia Hirsch and Linda Prentice

Gathering: Chalice Lighting/Opening Words (Judy); Check-in (Claire); Vibe-checker (Patrick); Time-minder (Howard)

Meeting called to order at 7:23. Quorum established. Welcomed guests and visitors

Approval of agenda with one change, to go into executive session before ratifying the emergency action taken by voice vote.

Approval of the 03/25/26 Board of Trustees Meeting minutes without discussion.

1. Staff Reports:

- a. Music Director - Marina: UUFBR will participate in Make Music Day, an international initiative to celebrate music. Kellie is organizing event in Palm Beach County, we'll host a concert.

2. Administrative Reports

- a. Treasurer – Howard: Gave report after thanking Robert. Income looks good, pledges over \$150k to date. Stewardship Team has a phoning plan to reach more people to encourage them to pledge. No big issues this month. Sharex brought in \$60K YTD. This is the last report of the prior fiscal year, ending with \$3k income over expenses. Money saved through having no minister since mid-January (\$26k saved), \$25k came in from Malussis bequest. This fiscal year again, no minister for 3 months, more Malussis income, hope to increase pledges, etc., to shrink deficit.
- b. VP Facilities – Patrick L. : Sent written report.
 - i. Discussion whether to stay with trusted electrician for west parking lot light fixing or go through process of getting bids submitted: Waiting for boring co to do task so they can submit bid. Could be considered the continuation of one project and not a separate project. Not urgent, but can't wait forever. Important to protect Sharex partners using parking lot, since we're vulnerable because there's no fence between us and the adjoining park.
 - ii. Friday inspection of roof will show upcoming costs. Near future work will require about \$35k. Have \$52k still available for capital projects. For projects exceeding this amount, may have to take out of reserves, request from endowment, or do a capital campaign.
- c. Sharex – Linda: things are going well, we're moving to the next stage. Not panicked about money – word is getting out to the community and we look attractive. Juggling that and Program Planning – keeping everyone happy is a challenge. Everyone has to be patient. Many requests are being submitted, need to ask people to wait. Most people are willing to pay the asking fees without question. Next stage will include being proactive and reaching out to nonprofits and those who need us, to build up underserved parts of the community.

3. Quarterly Reports

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a. Endowment – Mitch: Sent written report. Of 3 funds, 75/25 mix stocks/bonds, invested in lowcost index funds. Went down with stock market, now up again with market. 9.5% over 10 yrs, no grants yet this year.

b. Operating Expense and Capital Improvement – Howard and Mitch: sent written report. Explained that they employ the same pattern as EF funds. OE and CI are steady at 4%/year. Malussis gave \$148k, directed 1/3 to operating, 1/3 to cap improvements and 1/3 to be spent at BOT discretion. We took \$25k last year. Using capital funds, we worked on acoustics, have \$36k left.

Discussion: Mitch is concerned about high level and narrow range – will suggest broader indexes. Agreed to make a proposal to the Board. Question about source of funds for operating needs: goal is to meet near term needs with cash, not stock, and focus stock on meeting long term needs (50 years). Explanation that pledges and Sharex income go into cash account to fund cash needs. Additional funds for cash needs come from 4% annual withdrawal from OE and CI funds, and occasionally from bequests, cap improvement fund, and savings account. To estimate future needs, Nader and Mitch will discuss future needs and how to meet them.

4. Old Business

a. Stewardship update - Howard:

- i. Have raised \$150k with only half of members having pledged so far. Rajeev sent calling lists to 7 team volunteers to reach those 60 who haven't pledged yet. Expects another 10-20k. Raj noted Robert has long historical experience, thinks by yearend should reach \$175k: we reached \$160k last year. Howard thanked team volunteers.
- ii. Fundraising throughout the year – need to develop a plan. Need “fill the gap” strategy to reach the goal of affording the minister, close initial pledge gap, secondary fundraising effort (for cap expenses or operating expenses). Need a mechanism by which we decide we need another money-raising effort: measure by progress over last year, new minister affordability on an ongoing basis, etc. Tie to specific shared goal to inspire more generosity. Good topic for retreat.
- iii. Ideas for fundraisers: invite Sharex partners (such as Pinecrest School, mortgage brokers who like us) and their networks to an event as a way to support UUFBR as a community partner. High class inspirational event would catch imagination and reach the right people. Interfaith group is planning black history museum, that is a good group of influential people. And could be a good coalition for us to be part of. Nader agreed to ask Kellie, who's a fundraiser, for ideas.

2. Bylaws update - Mitch: group of 5 people is meeting weekly and making progress slowly. Did Article I, is working on II now, and will move on to Article III soon. Next listening session is this Sunday.

3. GA Delegates – Judy: need to encourage members to register, find out who's registered. Raj volunteered to draft request for eblast/Unicorn.

5. New Business – order of discussion: don't sign contracts without discussion first.

a. Sharex – Linda: taking over from Tiltens, we needed to get a handle on existing and pending contracts.

- i. Grow and Oakridge: we signed off on pending contracts, then started reviewing all contracts. June-Dec, we did fee schedule for new contracts for all existing and new Sharex partners, after review of fee structures used by other

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churches in area. Now renewing Grow and Oakridge, changing to new template. We signed contract before we set new fees schedule. Raj submitted contract renewal proposal – needs to be reviewed soon (June deadlines).

- ii. Factors: We need to examine what they paid, whether it's in line with new fee structure. Whole Education bldg. is occupied, paying less than new potential partners. Orgs are not nonprofits orgs. We are a nonprofit. Approached by new potential partners who are willing to pay new fees. Lack of information about fees charged to families. We should not be poor when partners are doing well and we're not getting our share of their success. Bird in hand vs two in bush – schools working well, no trouble for us. Best partners is not solely who pays highest rent. Usage restrictions limit us to uses aligned with our mission. Schools are charging students, probably earning money, no overhead, they get onsite help. We're saving them money – they shouldn't be making money off of us. We do offer discount to orgs with members who are deeply involved in Partner. Grow gets 75% reduction. Oakridge gets no discount. Groups are unique, need to be realistic in asking prices. Initially we based rate on number of hours spaces are used, at hourly room rate.
- iii. Request: Need contract to be complete, including long advance notice 60-90 day notification if not renewing. Sharex requests Board input to set policy Sharex Team can follow, since this effort sets a precedent.
- iv. Ideas:
 - 1. 3 year plan? Raise contract to 3-year rising annually. As they prosper we'd get more funding. Need small group to meet on this. Raj: 3% COLA was Sharex proposal.
 - 2. Set up schedule of costs of running property, to be shared by Sharex partners. Sharex team to bring in outside professional to evaluate costs and then talk to schools and possibly accommodate them. No cost to have outsider come in. BOT can rely on pro, recommend that groups stay. Nader agreed to find real estate broker to advise us.

b. Executive Session re: personnel matters.

c. Ratify vote approving contract minister 1-year contract: Motion to ratify vote to hire Rev Nicole with the contract as circulated and signed, as taken by email and verbal consent in emergency meeting: unanimously approved. Administrative details of onboarding are in process. Diane shared housing contacts, Howard inquiring at FAU for housing options.

5. Adjournment 9:09.

Respectfully submitted,

Judith Keiser, Secretary