

KEWEENAW UNITARIAN UNIVERSALIST FELLOWSHIP

BOARD MEETING

April 21, 2024

KUUF Office

AGENDA

Present: Elen Maurer, Horst Schmidt, Jane Bodi, Lucinda Enderby, John Gale, Lora Repp, Elaine Eikenberry, Melissa Williamson, and Pete Ekstrom

Absent:

Guests: Janeen Stephenson, Sharon Levine, Linda and Dave Rulison

Ex-officio: Stacy Craig

Preamble

1. Chalice lighting
2. Agenda addenda/changes

Fiduciary and Regular Business

Consensus agenda:

1. **Meeting Minutes for March 17, '24**-Horst approves meeting minutes as amended, John seconds 9 approve.
2. **Treasurer's report** Thank you Cindy for pulling together the budget sheets. We are in a strong cash position. Motion requested to approve. Pete moves to approve meeting minutes as amended, Lora seconds. 9 approve.

Strategic Work:

1. **Canvass**-KUUF Board and Finance Committee invited us to make a pledge so that they have sufficient information for an announcement at next week's service that will mark progress towards the canvass goal for July 2024-June 2024 program year..
2. **604 updates regarding the roof** (Paul)-We have a new floor in the Community room. There is a concern about a roof leak in that section.
 - We have a wood roof section of the building with concrete walls and a section of the building that has a metal roof, metal walls. The roof concern is the wood roof section above the Community room. Quotes were received from contractors and volunteers. Angus (Bill) Guage, Ruita, Dan and Paul provided quotes

- We have an ice dam problem. It has been forming over the years. There are options to repair the roof that will not be confirmed until we open the roof for further inspection. The concern seems to be in the transition between the sloped roof and flat roof intercepting the traditional roof.
 1. First quote from Ruitta will include using duralast, a rubber material with a 15 year product warranty and 2 year worker warranty. It is rated r 8 mil to p 20 mil. The rubber roof will expand and contract as needed in the weather. It will be white or tan and will appear like a bandaid on the existing roof (dk gray/black asphalt shingles). The quote includes the customer(KUUF) being responsible for removing and repairing the existing roof. Paul will lead, Bucky will help. Angus will help at the end. Quote was over \$9,000.
 2. Second quote- Includes the above proposed bandaid plan plus Paul will need to add an ice shield. Ruitta quote plus an additional \$500 is the second quote.
 3. Third quote- Paul, Bucky and Angus (volunteers) will not have a contractors warranty. Their plan is to peel back 3 feet of the roof surface to the west. Move the slope away from the current valley. Build a new wood construction so that water will not be standing and creating an ice dam. It will include adding sheathing. Final step is to put on new shingles to make the roof a dk grey matching the existing roof as much as possible. Quote estimate \$1,100. Discussed options.
- What are the full conditions of the roof? There is another leak on the back of the building. That is an eaves issue. It is a small section and is not addressed by the Ruitta quote.
- What is the timeline of Paul's proposed fix? The quote 3 fix will last as long as the rest of the roof lasts. It is anticipated we will need to replace the roof eventually, but not in the near few years.
- Paul has time set aside to do the quote 3 fix. It could be finished in the next month.

Discussion leads to Cindy moving to accept Paul's quote 3 proposal. John seconds, 9 approve.

Further discussion of 604 Bridge St updates and finances

- Cindy has shared the building renovation budget. The building renovation committee is still waiting to purchase the carpet and complete the paving. The roof fix required is not on that budget. Cindy shares the amount spent and the items that volunteers have contributed by showing the thickness of the files. Balance actual is \$35,290.
- Building committee will be meeting next week. Committee will make priorities of what needs to be done for the building. "Door knobs over dishwasher."

- No promise at this time but the building renovation committee is hoping the first service in the new KUUF building will be in the first week in July. The prediction is that KUUF will be out of office space rented on Montezuma St possibly by early June.

3. Mail Box (consideration for changing to a smaller box)-We are keeping a PO box at the Houghton Post office rather than setting up a mailbox at 604 Bridge St.

- Picking up the mail is part of Martha's duties to collect. We are currently paying nearly \$400 for a large box. Elen suggests that we do not need such a large box. The smaller box will cost \$187.
- It is suggested we proceed with the change by using a flyer and having a big announcement.

Cindy moves, John seconds 9 approve. Early June will be our next renewal for the post office when we will make the proposed change.

4. Unexpected Opportunities Committee is back to work.

- Heidi has collected some ideas/suggestions for how KUUF can best use remaining funds from Susan Hooker.
- A request has been made in the digest for submission of any other ideas.
- Next month UO will be meeting before our board meeting to discuss what should best be done with the \$63,000 remaining funds.

5. Fill the Gap Committee for Ministerial Services planning- members Julie Badel, Sharon Levine, Elen Maurer and Lora Repp.

- The group has met once.
- Bucky and Carol are interested in continuing their services.
- Work is ongoing.

6. Giving Development report. We have 4 members who will be joining-Harriet King, Miriam Pickens, Lori Swanson and Elaine Eikenberry

We will be asking for a list of volunteers and donors to acknowledge and develop a gift giving policy. The new committee work is evolving to meet the needs of KUUF as it forms.

7. Farewell gift for Alex Frazier. Elen proposed KUUF offers a \$250 gift card and card to Alex as thanks for his time with us providing continuous music. He is moving west to pursue an additional degree in music. Jane motions to accept, Pete seconds. 9 approved.

8. Are Service animals welcome? The board approves visitors and members bringing service animals to KUUF Sunday mornings. Elen will inform BHK that we may have a certified service animal in the building. Elaine will notify interested visitor.

9. Annual Meeting Details- Elen will create an agenda.

- We will meet in person. Will provide a zoom option. Juxta will provide a zoom option tech support. There will need to be a zoom room volunteer to communicate with the individuals who are in person.
- Membership has volunteered to provide that service.
- Annual Meeting June 2nd 12:30 potluck after normal service. We will need to have tables set up for eating.
- Members are required to get the agenda 15 days before the Annual Meeting. Elen will request reports. And will encourage Chairs to bring reports to the annual meeting to present.

10. **Forums discussion.** Forums are zoom only to give staff a break. Discussion. Individuals who may speak at the forum and prefer to meet in person that can be accommodated through services on the 5th Sunday. Forums can also bring in new individuals who are interested in the topics discussed at KUUF but may not want to attend a church service. We can have more presenters.

- This discussion will need to include the KUUF Board, Children's RE, Hospitality, Worship committee, and Forum committees.
- Further discussion will be brought to the board after the annual meeting
- Stacy echoes that KUUF board and members are asking all the right questions for fellowship development regarding consideration of forum.
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11. **Flyer received in the mail.** Suggested Elen could scan and share with committee chairs to consider writing for the grants advertised through UUA. There are resources available.

12. **UUA the a pledge for next year fiscal year 2025**

- Suggested amount sent by UUA is \$4,611.00.
- Motion that we approve the UUA pledge for next year that is calculated on operating expenses. Cindy approves, Pete seconds. 9 approve.

13. **Next meeting, May 12 12:30 pm** will be in person at KUUF office. After the zoom Forum.