

**KEWEENAW UNITARIAN UNIVERSALIST FELLOWSHIP
BOARD MEETING**

May 12, 2024

KUUF Office

Zoom Link: <https://us02web.zoom.us/j/82213508549>

AGENDA

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

Absent: Melissa Williamson, Horst Schmidt,

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 April 21, 2024-Cindy moved to accept, Lora seconded, 7 approved.
2. Treasurer's report-We are under budget for committee usage of funds and over budget for Ministerial compensation-partially because of quickbooks placing payroll taxes all in one place. Over budget for pledges from 2023. Non pledge donations are higher than expected. Many people have prepaid pledges early for next fiscal year. Jane moved to accept, John seconded, 7 approve.

Strategic Work

1. **Ministerial report-Rev. Stacy.** No written report.

Stacy will not be available because we met a week early. She is out of town and off the grid. She will write something for the digest about what she will be doing this summer with the fellowship.

2. **Unexpected Opportunities Proposals**

UO Committee is requesting the board make a decision about a supermajority for the proposal that will be voted on at the annual meeting requesting 66%.

- From the bylaw, a person or committee can request there be a super majority and ask the congregation to accept a specific majority in advance of voting on the topic.
- The annual meeting will include approval for the supermajority before the proposal from the UO committee.

UO has multiple proposals

Proposal 1- KUUF scholarship for KBIC student at KBOCC.

- A supermajority is required for this proposal to be approved
- If approved, KBOCC is gifted with the \$10,000 from the Susan Hooker funds
- They will invest it and will use it to provide a \$500 scholarship/year to a Keweenaw Bay Indian Community student who attends Keweenaw Bay Ojibwa Community College.
- When KBOCC was asked, they were open to accepting the funding
- The \$10,000 will exist in the hands of KBOCC as an endowment and the scholarship will be from the generated investment income anticipated to be approx \$500.

Proposal 2 and 3 that will use up the UO funding

- A supermajority will be needed for the second and third proposal. If neither receive a supermajority, they will go back to the UO committee for reconsideration.
- Second proposal-Building task force funding for phase 2 in the new building.
- Third proposal-Endowment fund for ministries-possibly for a part-time minister, music ministry or children's RE-restricted use funds that will be spent from the generated investment income and the endowment will remain in place.

Discussion

Concerns mentioned that Susan Hooker's funds should not be spent out
What are the mechanisms that we use to determine the use of the funds?
Taking the new building into phase 2 and 3 will need to come from funding designated for the building and not from UO funding discussed

Decision

- The Unexpected Opportunities Committee will remain in place
- Only one proposal utilizing the UO funds will be brought to the Annual meeting for vote.

3. **First home grant** through UUA-Midwest

- Question: Can we propose our Phase 2 and Phase 3 ideas for the building through the first home grant proposal?
- Advice: We want to be careful about how we use the funding from UUA. We will have to come up with plans in the future if we have funding needed for projects/the building.
- Jane continues to work with Juxta to complete the proposal for the first home grant proposal. Juxta and Jane will meet again. Juxta is doing volunteer work to put a proposal for tech needs for our new building.
- Setting a deadline of Sept 1, 2024 so the proposal is in place before KUUF board president meets with the UUA at scheduled meeting

4. **Chalice lighter grant**

- Chalice lighter grant can be approached again in the fall
- We did not receive funding for this application

5. **Board retreat plans**

- Stewardship/giving development committee will be discussed including determining procedure and process for pledges and donations

Wisdom from Elen Maurer: We are moving at the speed of trust. We will hold further discussion on these topics for the board retreat. More structure is required for KUUF in ways we have not needed in the past.

6. **Building Renovation Task Force**

- Their work will be wrapping up soon and the task force will be disbanded with appreciation for their efforts
- A building management committee will need to be developed-topic for the board retreat

7. **604 Bridge updates** (Lora/John/Melissa/Elen)

- Spectrum will come on May 30.
The fellowship will get a WiFi cell phone through Spectrum that will live in the building. Spectrum will install a modem. Elen and Lora will be present when it is being installed. John Gale will have a list of what questions need to be asked of Spectrum.
- Roof report from Paul-
He worked on the roof for 10 days and patched 2 leaks. One above the community room and the other above the staff office roof. The damaged

3X6 was replaced and new shingles installed. There is now a swale-This is a good thing. Flashing made and installed.

Results-The roof fixes are patches and should be considered temporary. The section above the office can be anticipated to last 1-2 years. The fix above the community rooms can be expected to last 10 years/the life of the roof. A future roof will need to be planned.

- Sign proposal from Melissa- Thank you for the sign design. Discussed and requests provided to Melissa. Sign proposal will be brought to the Annual meeting for the fellowship to vote on.
- Budget shared by Cindy \$30,000 remaining in the building budget for Phase 1. New steps and handicap parking will be covered by the remaining funds. Several donations have helped with the costs for the building.

8. **Fill the Gap progress**

- Committee has met 2 times
- The UUA application form to submit our opening to the UUA is almost done.
- Local talent has been contacted in the area. They have been encouraged to learn more about UUA. To others who are familiar with UUA will not be available until summer of 2025.
- 4 major sections of work that are needed for KUUF have been identified.

9. **Giving Development**

- Starting to send out thank you notes for extraordinary volunteer efforts.
- Requested advice from the board on how to address hand written notes. Committee's plan approved.
- Committee volunteers prefer to focus on writing thank you notes for the fellowship rather than taking on larger tasks. The role of the Giving Development committee is returning to the board for reconsideration of focus and plan.

10. **Life event cards**

- Email received from Tammy G. There have been on recent requests for cards.
- Board discussed the process. In Kuuf's history when someone was in the hospital or ill, Tammy would be alerted to write a card.

- This will be brought back to the Caring Committee. Elen will communicate with Tammy.

11. **Canvass – budget reconciliation**

- . We are currently \$18, 925 ish short of the canvass goal
- The board reconciles the shortfall with the proposed annual operating budget from the finance committee
- Discussion including where to pull funding and why the shortfall occurred. Concerns that funding that was contributed to the building left the pledges for the operating budget under target
- We need to explain the difference between a pledge and a donation so the fellowship understands how it operates.
- Board will work to define the stewardship committee/giving development.
- Lucinda Enderby, Treasurer, will work to make adjustments to the proposed annual budget to be presented at the annual meeting.
- Carry-forward cash reserves will also be used to make up the deficit.

Elen Maurer requests a motion to approve the budgeting plan. Lucinda Enderby moves to accept . Lora seconds. 7 approve.

12. **Childcare Worker/children’s RE in development**

- .KUUF has approved a new child care worker, Angela Wolfer
- Angela has been working with children and will be accompanied by a volunteer
- Religious Education curriculum was created in packets of UU themed activities by Miriam Pickens
- Angela has more skills than expected in working with the children and is being asked to take on a larger educator role with the children.
- Personnel will develop a new job description.
- There will be budget implications.
- Feedback from children and parents, They like having one consistent person with them.
- There will be no change to the rate of pay until later in the summer.

13. **Annual Meeting Planning**

- Agenda
- Budget-Fiscal year 2024-2025 is June 1 2024 through May 30, 2025
- Slate of nominees for board and nominating committee
- Unexpected Opportunities proposal with supermajority
- Committee reports

- Stacy's report
- Elaine will take minutes for the annual meeting.
- 604 building updates-slides during potluck, building dedication July 7th with Stacy present
- Email of documents will be sent out to the fellowship members in advance of the annual meeting as required by the bylaws.

14. **Welcoming Congregation:**

- Pride fest-KUUF will be present, we are signed up
- Bridgefest-KUUF will not be present.
- Horst Schmidt requests a new Welcoming Congregation committee member. The Justice Committee will discuss and take on the responsibilities in connection with the worship committee.
- Elen Maurer will collect information needed for the Welcoming Congregation and will pass that information on.

15. **Personnel**

- A new accompanist is needed. Sandra is looking for someone. Recruitment is underway.
- Religious educator/childcare job description will receive an update.

16. **Board documents**

- Boards google file exists. Are we using it?
- Where can we keep our resources.
- What do we need to do?
- Board will consider and discuss at next meeting, board retreat

Next meeting, June 8, 2024-Board retreat, task review, check-out