

Unitarian Universalist Church of Berkeley
Board of Trustees Meeting Agenda
Wednesday, September 6, 2023

Via Zoom: <https://zoom.us/j/94457379657?pwd=SUVRQnRqSWFHwkJxcTc3Witlb3dwQT09>

7:00 1. CALL TO ORDER & OPENING RITUALS

- a. Chalice reading & lighting – Helen Tinsley-Jones
- b. Board Covenant reading – Cordell Sloane
- c. Land Acknowledgement Statement – Michael Armstrong
- d. Widening the Circle Statement – Pier Sun Ho

7:10 2. CONSENT AGENDA – Items may be approved in one motion unless a Board member requests an item be removed for question or placement under discussion/action

- a. Approve agenda
- b. Approve Board Meeting minutes of August 2023
- c. Accept monthly Treasurer’s report

7:15 3. MINISTER’S REPORT

7:25 4. ANNOUNCEMENTS/LISTENING

- a. Board or staff announcements
 - UUA Start Up Weekend – Saturday, Sept 9 from 1 – 5 PM – Rev Marcus
- b. Board Listening Presence – Randall Hudson
- c. Congregants who wish to speak to the Board on agenda items or other matters.

7:35 6. DISCUSSION PART I

- a. Update from the Freestone Oversight Committee, and discussion on potential upcoming Board action to list the two undeveloped lots for sale and related timing issues for fundraising
- b. All electric campus conversion – Tom Tripp

8:30 BREAK

8:35 7. DISCUSSION PART II

- c. Adjusting the Executive Session and Board Meeting times – Pier Sun Ho
- d. Committee on Ministry formation – Rev. Marcus
- e. Bylaws Task Force formation
- f. Governance Manual Task Force formation

9:20 8. CLOSING COMMENTS

9:30 9. ADJOURNMENT

**Unitarian Universalist Church of Berkeley Board of Trustees Meeting
Wednesday, August 2, 2023**

Meeting Conducted via Zoom Video Conference

Minutes – Draft

ATTENDEES

Voting members: Michael Armstrong, Bill Brown, Kay Fairwell, Pier Ho, Randall Hudson, Beth Pollard, David Rosales, Helen Tinsley-Jones

Absent: Cordell Sloan

Ex officio members: Rev. Marcus Liefert, Tess O’Riva (Executive Director), Selene Fabiano (Secretary)

Visitors: Victoria Bowen, Andrea Brown, Barbara & Patrick Cullinane, Michael DeWitt, Jean Gleason, Anne Greenwood, Ann Harlow, Jane Lundin, Anita Mermel, Larry Nagel, Marta Tobey, Dave Wemmer

A quorum being present, the meeting was called to order by Helen Tinsley-Jones, co-president, at 7:06p.m. Helen did the chalice lighting and reading, Michael read the Board covenant, Pier read the land acknowledgement, and Kay read the Widening the Circle Vision Statement.

CONSENT AGENDA

There was a request to remove the report from the Freestone Oversight Committee from the consent agenda to the Committee Reports section of the meeting.

A motion for the following amended consent agenda (M _Pier_/S_Michael_) passed unanimously:

- Approve agenda
- Approve July 2023 Board Meeting minutes
- Accept monthly Executive Director report

ANNOUNCEMENTS/LISTENING

Announcements:

We welcomed Rev. Marcus. Tess reported that the Safety Committee is in the process of reforming. The Safety Response Team will come out of the Safety Committee. There was an acknowledgement that there are concerns that the Safety Committee isn’t in place yet.

Michael stated he will be convening the Nominating Committee and the Awards Committee in August.

Report from Board listening presence: Randall reported he received a call from a church member asking how to access pastoral care during the summer.

Congregants who wish to speak to the Board:

None at this time

Board Committee/Liaison Reports

General Assembly. Helen reported that several UUCB members attended GA this year. There was a lot of interest regarding the election of new UUA president Rev. Sofia Betancourt and the vote affirming the consideration of the proposed revision of Article 2. Many participants who attended this year want UUCB congregants to be informed and involved in the important issue of Article 2 revision. A group of UUCB members is planning to have an initial meeting re what being more connected with GA, in particular, and the UUA, in general, would look like.

Widening the Circle of Concern (WTC). The WTC is exploring its role vis a vis the Article 2 revision, and is taking leadership on engaging the congregation on this issue.

Freestone Oversight Committee (FOC). Larry Nagel provided an update regarding the possibility of a conservation easement for Freestone. USDA biologist Karl Kraft surprised the FOC by reporting that based on the USDA's site visit, Freestone has a very limited potential wetland footprint and has been classified as low priority. Low priority projects aren't being processed currently. The FOC has been working diligently on this for the past 4 months and this was disappointing. Dave Wemmer reported that Alan Davis is following up with the USDA manager to find out about other possible easement options. In addition, Dave Wemmer is talking with local real estate brokers to get a sense of market conditions. He received an unofficial estimate of \$700,000 for the 2 lot and is reaching out to another broker for a second estimate.

Family Ministry. Pier reported that Family Ministry held a mini-retreat last month related to children's RE programming that will be offered this year. There were innovative ideas discussed. Children's RE will start in August.

Honoring Indigenous People (HIP). Helen reported HIP will host an "Honoring the Harvest Celebration" on 8/27. This celebration will include lunch and sharing garden produce among congregants and with local food banks. Good Guest: Kensington (GGK) has reached out to HIP to form a partnership, which would involve mutual support of our projects, including GGK's upcoming Indigenous Peoples Event on 10/9 and HIP's Honoring the Harvest Celebration on 8/27.

Transylvania Church Partnership. Anne Greenwood has been in contact with the minister of our partner church in Transylvania and learned from Tess that the Partner Church Committee has up to \$2000 to give to the partner church. Anne will be going to Transylvania for a 4-day visit. In addition to bringing a Super Card from the congregation she would like an official letter from either Rev. Marcus or the BOT. Helen invited Anne to follow up with her so they can take the necessary steps for a letter from the BOT.

INFORMATION ITEMS:

Beacon on the Hill article focus (This will be a standing agenda item for each month going forward) for September. Pier is planning to write about welcoming our new minister and solicited other ideas. Michael suggested the following topic for another month: outline the progress UUCB has made in addressing mobility issues (e.g. what UUCB has done proactively to help members with limited mobility and how we make sure that everyone has access to our facility and services).

ACTION ITEMS:

1. Vote to approve on Executive Director's request to apply for a sabbatical through O2.

As discussed at a previous board meeting, Tess is requesting approval to apply for a 3-month sabbatical through the O2 Initiatives organization. O2 Initiatives offers a competitive sabbatical award which provides paid sabbaticals for non-profit Executive Directors in the Bay Area. The award comes with a stipend for travel as well as consultants who would work with UUCB staff to ensure that the staff are trained and ready to take over the ED's responsibilities during their sabbatical. Awards will be announced in April 2024. If awarded, Tess would take the sabbatical in the summer of 2024. Awardees are not allowed to be in touch with their own organization during their sabbatical.

Questions/Discussion:

How would Tess' tasks be completed during her absence? One of the goals of the O2 Sabbatical award is to assist non-profit with their succession planning by having staff cross-trained. O2 will come on site and provide workshops. Awarded organizations do not hire a consultant or substitute ED during the sabbatical. A letter from the Board saying we can survive without the ED during the sabbatical is required as part of the application process.

Is there a list of other awardees/recipients? Yes. On the O2 Initiatives website: <https://o2sabbatical.org/sabbatical-awardees/>

Any long term expectations? Not for the organization but the awardee is expected to become part of the O2 network.

What else does the Board need to do? Tess needs each BOT member to send her a list of their affiliations (employer, other board affiliations). Tess will send an email to BOT members requesting this. Tess will share her entire application packet, due on 8/9, with the BOT.

Motion to approve Tess' applying for a sabbatical through O2 and to approve her leave, should her application be awarded. (M Pier; S Kay) passed unanimously.

2. Request from the Kensington Police Protection and Community Services Department (KPPCSD) to lease space on the church's site

Helen reviewed the request from KPPCSD. Tess compiled a summary chart of pros and cons based on comments from 25 people within various UUCB groups (i.e. Building & Grounds, Finance, and UUCB Staff). Overall conclusion: This should be a decision of morals not money. Identified "Pros": Leasing to KPPCSD would bring in some money and some improvement of the property. Identified "Cons": Multiple concerns related to the fact that this is a Police Dept. and all that means with the history of policing in this county; Conflicts with our social justice and anti-racist goals. Per Tess, UUCB Staff were concerned by the idea of having police on site.

Questions/Discussion

Were other renters consulted? Not at this stage in the process.

Could we use this as an opportunity to have conversations between UUCB and the KPPCSD? Maybe we could pursue that. However, we could have conversations with KPPCSD even if we don't lease to them.

What did the insurance company say about having a PD on our property? KPPCSD would pay their own insurance and UUCB would carve that out.

How much space does KPPCSD need/want? KPPCSD wants 10,000 sq. feet. For comparison, KFD is only using 5000 sq. ft.

Is the Building & Grounds Committee in support of this? Jane Lundin shared that the Building and Grounds Committee discussed this issue and there was considerable feeling that Lawson Rd location wasn't ideal.

Leasing the Lawson Road location for \$32,000/year seems low. Tess stated that this early estimate was based on what UUCB is charging the Kensington Fire Department (KFD) for their use of the parking lot. UUCB gave a price break to KFD to be good community partners and because they have made improvements to our property.

We do need to think about possible sources of revenue. We also need to decide how we can get revenue that matches our mission and values.

There are 2 categories of concerns: 1. Technical/pragmatic/legal concerns which need evidence/analysis and 2. Social justice issues. We should start with the social justice concerns. If we can't get passed the social justice concerns, we don't need to get into all the other issues.

Want to be a good neighbor and a force for good. Want to be inclusive of many roles in our society. Some sense that this could be an opportunity to be in relationship with law enforcement and to have important conversations with a police department. It was also noted that these conversations could happen without leasing our property. These two things can and should be separated.

This is a small neighborhood police department. Important to differentiate it from a big, more militant police department. This police department has made some important changes and Kensington residents are positive regarding these changes.

Leasing to any police department seems out of alignment with our values and social justice goals, given the fraught history of policing. Some people, especially undocumented people and BIPOC, would not feel welcome if there is a PD on our property. Police have to enforce laws even if they don't agree with them. Having a PD on UUCB's property would keep some people away. Some board members would not feel comfortable bringing their family on site.

Important to differentiate between individuals and institutions. We welcome individuals, including individuals who are in law enforcement. The concern is about being affiliated with a law enforcement institution.

Even though there is a new chief and new staff at KPPCSD, leadership can change. We may find ourselves with someone who is ready to engage now, but maybe in a few years it will be someone different. If there was a controversy with KPPCSD (e.g. police misconduct), UUCB's reputation would be affected. There are risks involved. It's not worth risking our values and reputation for any amount of money.

This is not a good time to bring a controversial, potentially divisive issue to the UUCB community. We just emerged from Freestone and this could threaten our progress as a loving community? Fear of taking something on that could be divisive. What are our priorities? Emerging into a new hopeful community – could be threatened by this.

Rev Marcus shared the following thoughts: This is his first time hearing about this proposal. He appreciates the Board's thoughtfulness. There are many values involved: values for engaging, values re whose place is this and who belongs here. This would be an enormously high stakes emotional issue. Although healthy for church communities can have difficult conversations, this might not be the right time for UUCB to take this on.

Motion (M – Beth/ S- Pier) that the board respectfully decline to enter into negotiations to lease the property to the Kensington Protection and Community Services District passed. (5 Yes votes/ 1 no vote).

CLOSING COMMENTS

Michael will alternate with Randall as a listening presence each month.

ADJOURNMENT

The meeting adjourned at 8:48PM

Respectfully submitted,

Selene Fabiano, Secretary

UPCOMING EVENTS AND BOARD RESPONSIBILITIES

Next Board Meeting: September 6, 2023

TO: UUCB Board of Trustees
FR: Carolyn James, Treasurer
RE: Report for Board Meeting - September 6, 2023

I had hoped to be able to provide June 30 financial statements this month, but unfortunately they are not ready. Our independent accounting contractor (Kevin Brower) is working on closing our books for fiscal year end 6/30/23, but more time is needed. Per my conversation with Kevin, he has had a large workload and has prioritized other clients. As this is a relatively new contract relationship, I think it's important for our staff to engage in more regular, active communication and oversight with the contractor, to ensure that UUCB accounting is completed in a timely manner.

I have reviewed our preliminary operating results, and they are on track with what we've been reporting during the spring. I expect we will have roughly a break-even year, once we exclude two exceptional major gifts (the \$150K bequest from the Marsha Saxton estate, and the gift of the Parsonage). The congregation-approved budget featured a projected operating loss of \$40K, and I think our results will be better than that. Kudos to Tess for creative fundraising and keeping on top of expenses.

The remaining work should not dramatically impact our operating results -- there will be some adjustments back and forth but I still expect roughly a break-even year. The remaining work to do for year-end close includes the following:

- * Correct all balance sheet accruals (e.g. vacation liability and rental deposits) to actual. This will have a small impact on operating results.
- * Review all fixed asset and building repair transactions, going back into prior year (FYE 6/30/22) and then current year (FYE 6/30/23). Determine items that should be capitalized to the balance sheet. Record depreciation. Determine releases from restriction or earmarked funds, for building expenditures that meet criteria. This will have an impact on operating results, likely in the positive direction.
- * Complete the deep dive to reconcile and adjust all net asset accounts. Some net asset accounts still need to be reconciled for FYE 6/30/22 activity, and almost no work has been done on FYE 6/30/23 activity. This is painstaking and very time-consuming work due to the complexity of our numerous special-purpose funds. (Note, this does not refer to investment asset accounts -- all asset accounts are fully reconciled with the bank and brokerage statements. This refers only to the net asset [equity] accounts on our balance sheet). This will have an impact on operating results, likely in the positive direction.
- * Assemble all supporting documentation that will be required for the outside CPA financial statement review later in the fall.

Report from the Freestone Oversight Committee

UUCB Board of Trustees Meeting
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The Freestone Oversight Committee (FOC)

- Beth Pollard (Board Rep)
- David Wemmer (Freestone Committee Rep)
- Alan Davis (Freestone Committee Rep)
- Tom Tripp
- Susan Lankford
- Larry Nagel

The Board may choose to add more members as necessary

FOC Report Summary

FOC meetings August 9 & 30

Updates/information the FOC received in August

Actions taken by the FOC in August

Discussion issues for Board consideration

Information Update – Dome Structural Analysis & Repair Approach

Structural analysis & recommendations by GPL Engineers

Repair approach:

Install steel posts to take the dome load to its foundation

Pull the deflected dome back into theoretical shape

Straighten, repair and/or replace pony wall in vertical location

Probably no need for moment frames at the openings or for added strapping

FOC members concurred it is a favorable to prior strapping concept

Information Update – Dome Structural Analysis & Repair Approach

Next steps:

GPL to provide structural design for a typical steel post; this will enable obtaining cost estimates for the structural work

Obtaining a cost proposal from GPL for preparing construction drawings and providing construction oversight– pending funding

Information Update: Survey & Road Improvement Design

Lescure Engineers have completed survey work, topo map, and preliminary roadway design to enhance ingress & egress

Specifics to be developed after Fire Dept site visit – tentatively in winter/early spring

Roadway improvements will not need permits

Survey shows there may be some encroachment by a neighbor's house, subject to closer analysis and options

FOC August Action Summary

- Approved Freestone Contingency Loan Fund expenditures
- Approved guidelines for Freestone congregational fundraising
- Authorized the Executive Director to sign applications for conservation easements

FOC Approved FY 22-23 Freestone Contingency Loan Fund Expenditures

Expenditure	Amount
Vacation Rental Permit Application Fee	744.56
Permit appl. inspection fee - Eagle Eyes Home Inspection	150
Retainer to Lecure Engineers for engineering/pro svcs.	2,500.00
Lecure Engineers: 6/27 site visit, notes/recommendations; road consultation & Lidar survey (topo, boundaries)	1,512.80
Total Expenditures:	4,907.36
Amount available for FY 22-23:	5,000.00

FOC Approved FY 23-24 Freestone Contingency Loan Fund Expenditures

Payment to	Expenditure	Amount
Michael DeWitt - Reimbursement	Vacation rental property mngr certification County fee	116.00
David Wemmer - Reimbursement	County recorders fee related to VRP	19.50
Lescure Engineers	Completion of mapping; driveway analysis/mapping, including the Jeff Loe 7/6 email re: road permitting, engineering issues & septic system.	1,810.00
	Total Expenditures:	\$1,945.50
	Annual Allocation:	\$7,500.00
	Amount remaining::	\$5,419.00

FOC Approved Fundraising Guidelines

Avoid timing conflicts with other congregational fundraising: Including Stewardship Campaign (mid-Feb. – end of April), and 2 weeks before and 1 week after major church fundraisers such as music events

Not at expense of financial support for the church as a whole:

Donation outreach to be scripted with emphasis that donations *should not be in place of financial support for the church as a whole*. And those making the outreach are willing and able to convey this concept/stay "on script."

FOC Approved Fundraising Guidelines

Partnerships with other activities/events. Additional activities along with other program events; for example, arranging for a food truck or other value-added tag-ons to other church or committee events (and approved by event sponsors)

Fundraising dinner scheduled for Friday, September 29

Conservation Easement Applications

A number of potential conservation easement possibilities for a portion of undeveloped Freestone property

Amounts and payment timing are currently uncertain

Applications to be submitted in next couple of months

No cost to apply, but takes Freestone Committee volunteer time

FOC authorized conservation easement applications to be signed by Executive Director

Potential Upcoming Board Action

Timing to list two undeveloped lots for sale: Freestone Committee interest in listing soon to secure funds to meet congregational resolution schedule for securing funds

Pending questions on impact on conservation easement applications and perspectives on market timing

Interpretation of resolution clause re: "funds raised" by December 1, 2024:

- Funds must be received/on-hand vs. funding commitments
- Board or congregation decision

- See congregation resolution highlighting pertinent sections

Discussion/Questions

Resolution No. 22-1 of the Unitarian Universalist Church of Berkeley On the Future of the Freestone Property, amended 3/26/2023

Summary of Actions from the Vote:

YES VOTE = keep Freestone under the described phased and conditional plan to renovate and reopen

NO VOTE = the Board of Trustees will proceed to sell the Freestone property

Motion passage = Majority (50%+1) of the votes cast

Summary of Motion Sections:

- The “whereas” section refers to shared assumptions.
- The “now therefore” section includes the directions and authorizations for the board or designees to execute.
- The “furthermore” section is the phased timeline, milestones that must be met to indicate adequate progress.

Whereas:

- A. *The use of the Freestone property and geodesic dome building there [collectively referred to as “Freestone” for the remainder of this motion] could support UUCB’s mission of creating loving community, inspiring spiritual growth, and encouraging lives of integrity, joy and service, and*
- B. *Freestone is zoned for agricultural/residential, and the structure is defined as a single family dwelling, which allows some flexibility as an intermittent place of assembly and use, but includes limitations and ambiguity, and*
- C. *Freestone needs approximately \$40k-\$117k (difference due to use of volunteers versus contractors) plus \$115k for the minimum attention the driveway needs, for addressing a minimum level of repairs and deferred maintenance to make the building available for basic use, and this plan recognizes that in the last six months, substantial work has been done to refurbish the dome and repair the road and driveway, and*
- D. *Protection of UUCB against liability and claims for Freestone property condition and use is critical; and*
- E. *The Freestone Committee has estimated that the two adjacent undeveloped parcels could be sold on their own, depending on market conditions which will determine value, and*
- F. *UUCB has no intention to leave its Kensington campus at 1 Lawson Road for the foreseeable future, and*
- G. *The Kensington campus has significant deferred and capital improvement needs, most recently totaled approximately \$1.9M, and*
- H. *A written rules of procedure and clear channels of communication and responsibilities are required to clarify roles and input necessary for Freestone decision-making, and*
- I. *Many gifts of time and money have been given over the past 50 years by the UUCB community to develop and maintain the Freestone property, and*
- J. *Freestone sits on a unique natural property in Sonoma County 55 miles from the Kensington campus, and*
- K. *The Freestone property has been a source of great joy and of challenges for the UUCB community, and the purpose of this motion is to resolve it in an amicable way, meeting the needs of our community, and*
- L. *The BOT has determined that if this motion does not pass, the BOT will take steps to sell the Freestone properties using the process stated in the last section (Furthermore #17) of this motion.*

Now therefore, be it resolved that, by simple majority vote (50%+1) of the members of the Unitarian Universalist Church of Berkeley present at the congregational meeting of March 26, 2023, the Board of Trustees (BOT) is authorized and directed to:

1. Establish a Freestone oversight committee of the Board to administer the direction of the congregation expressed in this Resolution for the future of the Freestone property, while minimizing impact on UUCB annual fund and capital campaign fundraising and monitoring accomplishment of the criteria passed in this motion and overseeing the management of the Freestone process, decisions, and goals. The committee will include, at the minimum, three members nominated by the Freestone committee, one current or former member of the Stewardship Committee, and at least one other Congregant or Board Member, and will report to the BOT, and
2. Explore multiple alternatives for raising funds for the refurbishment and upgrades to Freestone, and
3. Hire a real estate agent to list the two adjacent undeveloped parcels for sale (as is), and to sell the parcels with majority approval of the BOT if this is determined to be a favorable option for raising funds, and
4. Seek confirmation from Sonoma County on the allowable uses of Freestone, given the current property zoning as single family residential, and
5. In the absence of direct confirmation from Sonoma County on the allowable uses of Freestone, to seek an outside formal legal opinion on the matter, and
6. Sufficiently address insurance and liability concerns, prior to the property's being approved for reopening for UUCB use, by exploring options for insuring the property and gaining confirmation from the insurance provider on their coverage of claims that may occur, given UUCB's use of the property and its zoning, and
7. Ensure that the structural work done on the Freestone dome is overseen by a currently California licensed professional civil or structural engineer, and
8. Ensure that repairs and improvements are performed and/or supervised by currently-licensed contractors or similar professionals, and with required permits, and
9. Reconsider the matter of the opening of Freestone for congregant use at the time of completion of the "phase 1" repairs of the property in compliance with permitted zoning uses, and
10. Ensure that the property and its use meet health and safety standards and applicable fire and building codes for its use, and that it passes inspection by Sonoma county fire inspectors, and
11. Ensure there is no-to-very-minimal net cost, including staff time, to UUCB from the Freestone enterprise, including costs for management, insurance, tax assessments, legal fees, permitting, maintenance, repairs, and improvements, unless so authorized by the annual budgeting process or congregational vote.

Furthermore:

12. If the total funds raised by the sale of the undeveloped parcels and/or other funds raised do not exceed \$250,000 by December 1, 2024, or
13. If building permits for "phase 1" repairs have not been obtained for any reason by June 1, 2025, or
14. If necessary funding has not been secured and "phase 1" repairs have not been completed and approved by the appropriate authority (e.g. Sonoma County) for any reason by June 1, 2026, or
15. If necessary funding has not been secured and "phase 2" repairs have not been completed and approved by the appropriate authority (e.g. Sonoma County) for any reason by June 1, 2027, or

16. If the on-going **net** costs of Freestone to the congregation's operating funds including Freestone's operations and management, insurance, tax assessments, legal fees, permitting, maintenance, repairs, and improvement exceeds \$10k per year for two years in a row, measured starting in FY 25-26, without the express approval of the BOT in consultation with the Freestone oversight committee,
17. Then, in the event that the BOT determines that any of these significant milestones have not been sufficiently met after consultation with the Freestone oversight committee, then the BOT is authorized and directed to:
 - a. Hire a real estate agent and list the entire Freestone property/ies for sale (as is) with consideration for timing relative to real estate conditions and other feasibility issues, and
 - b. In the event that it takes time to sell the property/ies, the BOT or designee will create a plan for maintaining and managing the property in the meantime, and
 - c. To sell the property with majority approval of the BOT, prioritizing offers from entities more closely in line with UUCB's mission and UU values or offers from UUCB members, and
 - d. Seek governance clarity on the allowable uses of funds from the sale of the property, and
 - e. Establish a committee or task force to explore options for use of the funds, gaining input from the congregation, and
 - f. Seek the congregation's approval for authorizing use or investment of the proceeds from the sale of the property.
 - g. Recognize that the church has continually had a meeting house from 1925, first at Inverness, then at Freestone, in continuing to fund this important congregational need.
18. Explore the possibility of creating a new corporate entity for the Freestone properties and enterprise whose main purpose is to provide a liability shield to UUCB. The new corporation would still be governed and controlled by UUCB.

Note: *Additional Information and Clarifications on the renovation phases and the Oversight Committee can be found [here](#).*

To: UUCB Board of Trustees

From: Building and Grounds Committee and
Climate Justice Committee

Re: All Electric Campus

Recommendation: The Building and Grounds (B&G) and Climate Justice (CJ) Committees jointly recommend that the Board of Trustees endorse an effort to eliminate the use of Natural Gas on our campus. This seems to be the appropriate time to initiate this effort, to take advantage of the potential significant federal funding provided by the Inflation Reduction Act (IRA) and as a recognition of our moral and spiritual responsibility to reduce our greenhouse gas emissions.

Background: The campus currently has 20 gas fired furnaces, including the school buildings and the cottage, as well as multiple gas water heaters and major gas fueled kitchen appliances. Most of the heating and electrical equipment is original to the building and beyond its normal useful life. We recommend developing a goal and initiating an effort to replace the HVAC and water heating systems with modern, all electric heat pump technology, and the kitchen appliances to all electric. Heat pump HVAC systems are more costly to install, but provide cooling as well as heating. This would contribute to and be a part of the “Green Sanctuary” goal.

Ad Hoc Committee: The Building and Grounds Committee and the Climate Justice Committee have formed the Ad Hoc Electrification Committee to jointly investigate and pursue this goal. Currently the Ad Hoc committee consists of Larry Nagel, Tom Tripp & Abbot Foote (B&G) and Lucinda Young and Sheila Tarbet (CJ). Other volunteers will be welcomed.

Electrical: Unfortunately, our PGE electric service does not have the capacity to convert all gas fired appliances to electric. We therefore need to increase the size of the electric service from PGE and the main power distribution board. We also need to upgrade the main switchgear and all the electrical distribution panels. The 2013 reserve study recommended an electrical service and distribution upgrade, which has not yet been accomplished, so this would also respond to that identified need.

Main Building: The main building has 7 gas fired furnaces and several water heaters. This includes two large furnaces for the social hall and sanctuary, smaller furnaces for the music room, office complex and fireside rooms and individual room furnaces for the chrysalis room and upstairs conference room. Most, but not all, of these are original equipment. We recommend replacing all of these with properly sized Heat Pumps, with code compliant outside air ventilation.

School Buildings: The school buildings have 12 individual gas fired furnaces, one for each room, which are all original equipment. There is no mechanical ventilation, and each room has a home-made, in-room recirculating fan filter. We propose replacing the old system with heat pump fan coil units, with filtered outside air ventilation, and heat pump water or electric point-of-use water heaters.

Kitchen: We recommend updating the kitchen to include all electric oven and electric induction range, and heat pump water heating system. We also need to improve exhaust ventilation and mechanical code compliant make-up air ventilation system.

Cottage: the cottage currently has a gas fired furnace and water heater, on a separate electric service. These should be converted to heat pump technology.

Other: If warranted, we would have sufficient power to install some EV Chargers, after the electric service is upgraded.

Solar: Once the service is upgraded, and the equipment is converted to all electric, we could increase the number of our solar panels to serve the enlarged electrical load. We have plenty of room on the roof, or with parking lot canopies, to enlarge the array, but the total allowable size of the solar array is a function of the size of the electric service.

Battery Backup: The logical next step would be to add battery backup, which would provide the ability to become an independent facility.

Funding: We do NOT have the funds for this program, however, now seems to be the right time to initiate the effort. The IRA has proposed federal grants and tax credits (available as “direct pay”) and there may be local grants such as BayRen, Tech Clean and other state and local rebates available. We expect and hope for funding sources as follows:

- Federal IRA Grants
- Federal IRA tax credits (as direct pay)
- BayRen, Tech Clean and other state and local grants
- Targeted Member Donations
- Capital Campaign
- Other

Current Status: B & G Committee has initiated this effort, spending approximately \$13,000 to date, funded by the Endowment project funds, as the board authorized the use of this fund for furnace upgrades. Before proceeding much further in this effort, we wish to inform the board and the congregation and ask for support in this effort. Following is a brief report of the current status:

1. FARD Engineering Company, a Mechanical and Electrical Engineering firm was hired about 7 years ago, based on analysis of several firms responding to an RFP. FARD has been supporting the B & G team for several years through all the various electrical and HVAC efforts.
2. FARD has produced a schematic design for Electrical Service upgrade and upgrade of all panels, which is available for review.
3. FARD has produced a schematic design for Heating, Ventilating and Air Conditioning (HVAC) upgrade and replacement of all furnaces with Heat Pumps, including current code compliant ventilation upgrades. This includes the 12 classrooms in the school buildings.
4. We have submitted a request to PGE for a larger electric service and transformer and paid the \$2,500 preliminary engineering fee.
5. We have secured two budget estimates (not bids) for the electrical upgrades.
6. We have some very preliminary budget estimates (not bids) for the heat pump conversions.
7. We have initiated contacts with the EPA for information about federal funding
8. Several members have attended a UUA seminar on federal funding for electrical and heat pump upgrades.
9. For each phase, as funding becomes available, we would expect to get 3 bids in compliance with the governance manual.

UUCB ALL ELECTRIC CAMPUS

Ad Hoc All Electric Committee
9/6/2023

1 UUCB All Electric Goal 9/6/2023

AGENDA

1. VISION
2. BOARD ACTION
3. AD HOC COMMITTEE
4. APPROACH
5. BACKGROUND
6. PROGRAM STATUS
7. FUNDING STATUS
8. QUESTIONS

2 UUCB All Electric Goal 9/6/2023

VISION

1. Reduce Carbon Footprint
2. Reduce Energy Usage
3. Become More Self Sufficient
4. Work toward "Green Sanctuary"
5. Do the "Right Thing"
6. Update Outdated Equipment

3 UUCB All Electric Goal 9/6/2023

BOARD ACTION

1. Consider (and Endorse) this Vision
2. Communicate Vision to Congregation
3. Generate Congregational Interest
4. Construction Contracts later

4 UUCB All Electric Goal 9/6/2023

AD HOC COMMITTEE

1. Building and Grounds Committee
 - Abbot Foote
 - Larry Nagel
 - Tom Tripp
2. Climate Justice Committee
 - Lucinda Young
 - Sheila Tarbot
3. Other Interested Members Are Welcome

5 UUCB All Electric Goal 9/6/2023

APPROACH

Transition to "All Electric" Campus

1. Heat Pumps Replace Gas Furnaces
Bonus - includes Air Conditioning
2. Electric Water Heaters Replace Gas Heat Pump Water Heaters
Point of Use Electric Heaters.

6 UUCB All Electric Goal 9/6/2023

APPROACH

3. Electric Kitchen
 - Stove and Oven
4. Electrical Service Upgrades
 - Increase PGE Transformer
 - New Main Switchgear
 - Replace Electric Panels.
5. Additional Solar Panels
6. Battery Backup

UUCB All Electric Goal: 9/6/2023

BACKGROUND

1. Furnaces (Gas Fired)
 - 20 Furnaces on Campus
 - 7 in Main Building
 - 12 in Classrooms
 - 1 in Cottage
 - Most are Original (60 yrs old)
 - Most are Beyond “Useful Life”
 - Numerous Service Calls

UUCB All Electric Goal: 9/6/2023

BACKGROUND

2. Water Heaters:
 - Multiple Gas Water Heaters (not Original)
 - Main Building and School Buildings
3. Kitchen (All Original 60 years Old)
 - Gas Stove
 - Gas Oven

UUCB All Electric Goal: 9/6/2023

BACKGROUND

4. Other HVAC Needs (upgrade to current code)
 - Ventilation Upgrades in Main Building
 - Ventilation Upgrades in School Buildings
 - Kitchen Ventilation Upgrades
 - Bring all HVAC to Computer Control System.

UUCB All Electric Goal: 9/6/2023

BACKGROUND

5. Main Power Panel is Original Equipment
 - Beyond Useful Life
 - Not large enough for “All Electric”
 - Distribution Panels Not Large Enough
 - Distribution Obsolete

UUCB All Electric Goal: 9/6/2023

PROGRAM STATUS

1. HVAC Schematic Design Completed
2. Electrical Schematic Design Completed.
3. PGE Service Upgrade Application Submitted
4. Some HVAC and Electrical Budget Estimates
5. Estimated Cost +/- \$800k
Plus Solar PV & Batteries

UUCB All Electric Goal: 9/6/2023

FUNDING STATUS

1. There is currently **NO** Funding for this
2. To Date +/- \$13k from Endowment Project.
3. Federal Funding? I.R.A.
4. State & Local Funding?
5. Targeted Member Donations.
6. Capital Project
7. Potential Loans
8. Other

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LUCCB All Electric Goal 9/16/2023

QUESTIONS?

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LUCCB All Electric Goal 9/16/2023