

**Unitarian Universalist Church of Berkeley  
Board of Trustees Meeting Agenda  
Wednesday, April 2, 2025**

Via Zoom: <https://zoom.us/j/91070175965?pwd=d2FUcWZCQjYzVEF2MFZabWJQQVRrUT09>

**7:15 1. CALL TO ORDER & OPENING RITUALS**

- a. Chalice reading & lighting – Kristen Jensen
- b. Board Covenant reading- Selene Fabiano
- c. Land Acknowledgement Statement – Helen Toy
- d. Widening the Circle Statement – Michael

**7:20 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 March 2025 Board Meeting minutes
- c. Accept monthly Treasurer’s report
- d. Accept Executive Director’s report
- e. Accept monthly Freestone Oversight Committee report
- f. Make the following changes to the signatories for UUCB’s Mechanics Bank accounts:  
Remove: Michelle Collins, Teresa Snook-O’Riva  
Retain: Anne Greenwood, Elizabeth Pollard  
Add: Marcus Leifert, Janae Heard

**7:25 3. MINISTER’S REPORT**

**7:35 4. EXECUTIVE DIRECTOR’S REPORT**

**7:45 5. ANNOUNCEMENTS/LISTENING**

- a. Board or staff announcements, Board Listening Presence
  - Budget Informational Meetings
- b. Congregants who wish to speak to the Board on agenda items or other matters.

**7:55 6. INFORMATION/DISCUSSION/ACTION ITEMS - Break @ 8:30 PM, if needed**

- a. Staff Restructure Plan - Beth Pollard
- b. Sanctuary Statement - Cynthia Greenleaf, SJC Co-Chair
- c. Atrium Aesthetics - Jane Lundin, Aesthetic Committee Chair
- d. Freestone Committee Petition
- e. FY25-26 Draft Budget - Lisa Maynard
- f. May Congregational Meeting Draft Agenda - Kay Fairwell
- g. Board Member Phone Calls to New Members
- h. Nominating Committee New Members - Pier Sun Ho
- i. Beacon Article Ideas - Dave Rosales May Beacon article

**9:00 7. BOARD COMMITTEE MEMBER/LIAISON REPORTS**

**9:15 8. CLOSING COMMENTS**

**9:20 9. ADJOURNMENT**

## **Aspirational Covenant of the UUCB Board of Trustees**

Approved September 2019, updated May 2020

We as the UUCB Board of Trustees agree:

- To stay committed to connection even when we disagree;
- To recognize the fullness of our power, and the many responsibilities that power entails;
- To listen actively to each other and the congregation, and to seek out opportunities to do so;
- To be caring, respectful, present and open-minded;
- To work together to make the changes the congregation needs, as we keep the best interests of the congregation above our own and to live into our mission;
- To support and trust each other in our work;
- To remember the goal of our work is to build a thriving, loving congregation;
- To be unafraid in the face of hard decisions, to be unafraid of making mistakes, knowing that we will learn from them if we do, and to be unafraid of challenging sacred cows; and
- To come to decisions we all feel we can support while recognizing diverse views.

### **Land Acknowledgement Statement**

As we begin, we want to acknowledge that this church occupies land in Huchiun, the unceded territory of the Chochenyo-speaking Ohlone people. We understand that we continue to benefit from the seizure and occupation of this land. We acknowledge and embrace our responsibility to take restorative action. We affirm that this is deeply felt and commit our congregation to be in right relationship with Indigenous communities, aligning in solidarity, supporting Indigenous projects, and caring properly for the land.

### **Widening the Circle Vision Statement**

We, the trustees of UUCB, commit ourselves to championing racial justice embodying anti-racist practices, and confronting and dismantling white supremacy culture and all forms of oppression (including but not limited to racism, sexism, ableism, homophobia, transphobia, classism, ageism, xenophobia and religious oppression (including anti-Semitism and Islamophobia) in everything we do.

### **Mission Statement of the Unitarian Universalist Church of Berkeley**

The mission of the Unitarian Universalist Church of Berkeley is to create loving community, inspire spiritual growth, and encourage lives of integrity, joy and service.

### **Vision Statement of the Unitarian Universalist Church of Berkeley**

The Unitarian Universalist Church of Berkeley is a welcoming and vibrant congregation. We joyously support spiritual development guided by individual faith, reason, and conscience. We are committed to serving one another, the church community, the community at large, and the global community. We foster a spirit of generosity and trust that encourages care for our church home and affirms diversity and relationships consistent with Unitarian Universalist principles.

**Unitarian Universalist Church of Berkeley Board of Trustees Meeting**  
**Wednesday, March 5, 2025**

**Meeting Conducted via Zoom Video Conference**

**Minutes – Draft**

**ATTENDEES**

Voting members: Carla McCasland, Michael DeWitt, Kay Fairwell, Kristen Jensen, Beth Jerde, David Rosales, Pier Sun Ho, Helen Tinsley-Jones, Helen Toy

Absent: None

Ex officio members: Rev. Marcus Liefert, Sharon Dolan (Interim Executive Director), Selene Fabiano (Secretary), Lisa Maynard (Treasurer)

Visitors: Victoria Bowen, Anne Greenwood, Lynn Hammond, Bob Moore, Larry Nagel, Beth Pollard, Dave Wemmer

A quorum being present, the meeting was called to order by Kay Fairwell, board president, at 7:18p.m. Carla McCasland did the chalice lighting and reading, Helen Toy read the Board covenant, Michael DeWitt read the land acknowledgement, and Beth Jerde read the Widening the Circle Vision Statement.

**CONSENT AGENDA**

Beth Jerde noted the following correction needed for page 6 of the February 2025 Board Meeting Minutes: The date of the Salsa Dance party was 2/21/2025.

**A motion (M \_Pier \_/S\_ David\_) for the following consent agenda with the correction of the February 2025 Board Meeting minutes noted above passed unanimously:**

- Approve agenda
- Approve February 2025 Board Meeting minutes
- Accept monthly Treasurer's report
- Accept Freestone Oversight Committee's report

## **MINISTER'S REPORT**

This year's Lawrence Lecture is built around a conference which is being co-sponsored with other partners. The conference will be held on Easter weekend and focus on imagination. Ruha Benjamin, professor of African American Studies at Princeton University, will speak on April 19<sup>th</sup> at 10AM. Starr King is co-sponsoring the conference and will offer workshops. Outreach to other ministers and religious education professionals will be done.

A leadership retreat is scheduled for the evening of Friday May 2<sup>nd</sup> at UUCB and the day of Saturday May 3<sup>rd</sup> (at Mount Diablo Unitarian Universalist Church in Walnut Creek).

The youth conference that was originally scheduled to happen at UUCB this month was not held. Rev. Marcus made this difficult decision because he wasn't confident that the YRUUP could meet the necessary safety standards which include the California law aimed at preventing child abuse in youth-serving organizations (AB 506), as well as the UUA's own safety policies. However, UUCB did host a conversation for religious educators and some ministers last week on how to live into a new vision for youth ministry that congregations can trust is held safely.

Charis celebrated her 5-year anniversary at UUCB. We are grateful for her contributions.

Interim Executive Director Sharon Dolan and Rev. Marcus have been working with the Staff Restructuring Task Force to develop a staffing plan. They consulted with the Board in executive session and will talk with staff this week about the proposed plan.

## **EXECUTIVE DIRECTOR'S INTRODUCTION**

Rev. Marcus introduced Interim ED Sharon Dolan, who comes to UUCB with a breadth of experience as an executive director of several non-profits as well as experience as an interim ED. She is also a long-time member of the Oakland UU church.

Sharon shared that she is focusing her time at UUCB on staffing structure, working with the finance committee on the budget, organizational processes and procedures for finance and facilities, ensuring that communication and checks and balance are in place, and clarifying decision-making authority.

## **ANNOUNCEMENTS/LISTENING**

### **Board or Staff Announcements:**

- a. Stewardship - Early pledging has begun. Many thanks to everyone who has already pledged. The Stewardship campaign officially kicks off on March 9<sup>th</sup>. Please pledge.
- b. Chalice Camp Registration has begun. Info on the UUCB website. Sign up early. Kathryn Jay is the primary contact. It will be held at UUCB.

**Report from Board listening presence:** The board did not have a board member officially assigned as the board listening presence this month, but a few board members reported the following topics that were shared with them: Visitors are feeling welcomed. Folks feel comfortable at UUCB. After the Salsa Party fundraiser for Gaza a couple of people have asked “What are we going to do about Ukraine?”

**Congregants who wish to speak to the Board:** Dave Wemmer, Chair of the Freestone Committee and member of the Freestone Oversight Committee, introduced himself and let us know that he would be talking later in the meeting on the discussion item related to the upcoming Freestone resolution milestone date.

Anne Greenwood announced there will be a potluck for global partnership on 3/22 at UUSF. A Kenyan woman who is part of the UUA’s global partnering will be the speaker. Her talk will be on Zoom and in-person from 12-2PM.

#### **DISCUSSION/ACTION ITEMS:**

- a. Welcoming New Members - Fifteen people have signed the membership book since September 2024. These new members have been invited to come to tonight’s board meeting. Victoria Bowen shared that two more people will sign the membership book on March 9<sup>th</sup> and that there will be a welcoming ritual on the chancel for new members during the service on March 16.
- b. Board Orientation, Chalice Circle, and Retreat - There will be an orientation for new board members in April, a one-time Chalice Circle meeting for all of the current board members to get to know one another, and a board retreat at the end of August or early September.
- c. Board Committee Liaisons Signups – Pier Sun Ho shared the list of church committees that either require a board liaison or the board has felt should have a liaison. A sign-up sheet was shared and board members chose the following assignments for this year (March 2025-Feb 2026):

Per Bylaws or Congregational Action	Composition	Board Member(s)
Bylaws Review Task Force	Convenes every 3 years; no more than 2 Board members; total membership = 5	David Rosales
Freestone Oversight	There is no requirement that a board member serve on the Freestone Oversight Committee. Former board member Beth Pollard will continue on it.	None currently
Nominating	9 members + VP	Pier Sun Ho

By Board Policy (In Governance Manual)	Composition	Board Member(s)
Audit	3 members, includes at least one Board member who is not the Treasurer	Michael DeWitt
Awards	Past presidents + VP as ex officio	Pier Sun Ho
Endowment	3 members + Treasurer as ex officio	<i>Folded into Finance, for now</i>
Finance	Treasurer + 1 member	Lisa Maynard + Kristen Jensen (Pier?)
Widening the Circle	Up to 2 Board members, ED, minister + 7 add'l members	Helen TJ
Governance Manual	<i>For later this year</i>	<i>David Rosales, Lisa (?)</i>

Program	Board Liaison
Appreciation	Carla McCasland
Chalice Circles	Kristen Jensen
Family Ministry	Carla McCasland
Music	Michael DeWitt
Program Council	Kay Fairwell + David Rosales
Safety	Helen TJ + Kay Fairwell
Social Justice Council	Helen Toy
Stewardship	Selene Fabiano
<i>Buildings &amp; Grounds?</i>	

Historically there has not been a board liaison to the Building and Grounds Committee (B&G). Rev. Marcus believes it is important for the board to have a liaison for B&G. He also wondered about the board's relationship to Buildings and Grounds, as it's not clear whether the board delegates authority directly to B &G, or if B&G is under the authority of UUCB staff. Rev. Marcus has asked the Facilities Manager to attend all B&G meetings.

d. Monthly board tasks - Pier Sun Ho explained the monthly board tasks. Several of these tasks (the 4 opening rituals and Beacon board article) rotate each month and the schedule is set up at the beginning of the new board term. That schedule can be found here:

<https://docs.google.com/spreadsheets/d/1PNNDQmSn1skflp9fB-lIB-1Uj67PZrJs96C9UlvGis/edit?gid=0#gid=0>

Two additional monthly board tasks are not part of the rotation: the Board Listening Presence and Sharing the Responsibility during the Sunday service. The Board Listening Presence (BLP) is a designated board member who is identified as the go-to person for congregants who want to share any concerns, compliments, thoughts about at UUCB. The name of each month's board listening presence is listed in the Beacon. Sharing the Responsibility is the time in the Sunday service when a board member invites the congregants into the offering, providing a brief description of that month's Good Neighbor. Board members are asked to sign up for 9-10 Sundays directly in column I of the UUCB Worship Calendar. Here's the link: <https://docs.google.com/spreadsheets/d/15NUW3drHJvLvxQuDMIxpXhafi4InlBjOYX9i3JtqznY/edit?gid=0#gid=0>

Link to the Script for Sharing the Responsibility:

[https://docs.google.com/document/d/1QuFDeUGBOoCojj\\_coWM5G3zkPBZ1\\_WnjsxKHbL69L48/edit?tab=t.0](https://docs.google.com/document/d/1QuFDeUGBOoCojj_coWM5G3zkPBZ1_WnjsxKHbL69L48/edit?tab=t.0)

Link to the list of 2025 Good Neighbor Organizations:

<https://docs.google.com/document/d/1Ids6eTRkcBLM5X5GVMKXRCJjK2jFq90sGHdm31OfgM/edit?tab=t.0>

- e. Bylaws Committee Updates – Per David Rosales, the Bylaws Committee is looking at what needs to be adjusted. Information sessions will be held on Monday 3/24 (virtual) and Sunday April 6<sup>th</sup> after the service. The final language will be voted on at the May congregational meeting.
- f. Freestone Milestone Decision - Beth Pollard, co-chair of the Freestone Oversight Committee, shared that the FOC's purpose today was to follow up on the board action in December and share their recommendation. There are no new updates since the February congregational meeting. The milestones outlined in the 2023 Resolution regarding Freestone were reviewed. The first milestone of raising \$250,000 by 12/1/2024 was extended on 12/2/24 by the Board to 4/1/25, in light of a pending well drilling and other factors. However, the drilling has not taken place and meeting the 4/1/25 milestone is highly unlikely. If milestones are not met, the 2023 resolution directs the board to sell the entire Freestone property. The Freestone Committee is asking for an extension to allow them to perform the pending drilling when there are dry soil conditions. The FOC has recommended that the milestones remain in place unless the congregation votes to extend them. A congregational meeting to vote on this issue can be called by the board or by a petition by 5% of the congregation.

#### Questions/Discussion

Q: Given that the drilling for the well has been delayed several times, what is a realistic timeframe that we can expect drilling to happen?

A: (Dave Wemmer): The drilling date is dependent on the weather and can only be done when the land is dry enough so that the pad for the drilling rig can be put in place. The proposed location for the drilling is near the bottom of lot 1, in a shady spot which doesn't get much sun. We need warm temperatures and a break in the rain before the contractor is willing to go in. It could be another 6-8 weeks before drilling can happen.

Q: Should future drilling happen, are there additional costs that are anticipated? Are more permits needed?

A (DW): The two expenses are drilling and grading (to grade access and set up the drilling pad for the drilling rig). We are funded through angel donors for the drilling and grading (approximately \$30k). We considered spending an additional \$13,000 on grading work to bring in crushed rock to winterize it but decided it would be better to get an extension and wait for the good weather. We have the drilling permit. If we find water, we will list the 2 lots with that information and if potential buyers wanted to do more due diligence, it would be up to them.

Q: What extension date are you looking at?

A (DW): We would like an open extension. We need a reasonable amount of time so the drilling can be done. If water is found, we'll need to reactivate the listing for the two lots. Finding a buyer and closing the deal could take another 3 or 4 months. If water is found we would also want the other milestone dates to be reset. Phase 1 repair work will take 1 ½ years once the \$250,000 is raised - 6 months for permits and engineering, and one year for the work. A realistic estimate is that the Phase 1 work would begin in March 2026 and be completed March 2027.

Q: Could the two lots be listed with an explanation that we will be drilling a well to see if there is water?

A (DW): The realtor advised against that, as we may receive offers from people who aren't really serious about purchasing the property.

Q (to FOC): Would it be legal/ethical for the board to extend the milestone timelines?

A (Larry Nagel): I think the question at hand is not whether to extend the milestone but who has the authority to extend the milestones. These milestones are from a resolution passed by the congregation. The reason the December 1<sup>st</sup> deadline was extended to April 1, 2025 was really a matter of expedience since we couldn't call a congregational meeting before April 1st. The feeling of the FOC is only the congregation has the authority to change the resolution. That was a 4-2 decision by the FOC at their last meeting.

A (Beth Pollard): I can't tell you if it's legal. The board and the FOC have different priorities. The charge of the FOC is to uphold the resolution and the integrity of the resolution. The board has broader responsibilities to do what is best for the congregation.

### Board Member Comments

- Appreciation for all the work done by the Freestone Committee and the Freestone Oversight Committee.
- This resolution was done by the congregation. An extension should be approved by the congregation.
- Several board members were uncomfortable with an open extension.
- The congregation set the timelines. It's the board's responsibility to act as the congregation directed. The board has a little bit of wiggle room but we can't extend the milestone date indefinitely.
- The board needs to hold the agreement that the congregation made. If Freestone Committee wants to ask the congregation to extend the milestone dates, it would be up to them to petition for a congregational meeting.
- If this goes to a congregational vote, which seems likely, all the milestones would have to be extended because if water is found, it isn't realistic that all the other milestones could be met as outlined in the resolution.
- The board should give the FC an extension to give time for the second well to be drilled. If we go to the congregation, we risk dividing the congregation after spending a year coming to a compromise. If we go back to a congregational vote and get denied, we would have to sell the Freestone property.
- The board needs to hold the agreement that the congregation made and not extend the deadline.
- The board shouldn't be the one to call a congregational meeting for this. If Freestone Committee wants to ask the congregation to extend the milestone dates, it would be up to them to petition for a congregational meeting.

#### Other Comments

Bob Moore stated that he's open to the board's calling a congregational meeting. Dave Wemmer opposes that and wants the FC to get the signatures for a petition.

Michael DeWitt made a **motion** that the board extend the timeline for the first milestone in the 2023 Resolution. There was **no second**.

It was determined that leaving in place the December board action on the Resolution's timelines did not require any board action.

The FC requested time on the agenda of the April board meeting to give an update and discuss further options.

Kay noted that this is a tender situation on all sides and expressed appreciation to everyone for being able to talk about it in a respectful manner.

g. Beacon Article Ideas - Encourage pledging. One member suggested encouraging people to ask business for matching funds for their contributions to UUCB.

## **BOARD COMMITTEE MEMBER/LIAISON REPORTS**

Social Justice Committee: There is a potluck on 3/9. Everyone is invited. 2. The Pride committee had an excellent party and will have a discussion centered on coming out stories. 3. Immigration 2025 is very active. 4. Climate Justice is planning for earth day 5. Saturday is International Women's Day. UUCB's SJC is hosting a table at the Sisters in Solidarity celebration in Richmond. It's open to everyone. 6. Youth will assemble blessing bags this Sunday. Everyone is invited to pick up bags to distribute in the community.

Widening the Circle: Many protests and marches taking place. Appreciation for the Black History month service and all the work that was put into it. Salsa Party raised \$1800 for Gaza which went to three different projects. Thanks to all who came and/or gave donations.

## **CLOSING COMMENTS**

Freestone is a tender situation and it's good we can talk about it in a collegial way.

## **ADJOURNMENT**

The meeting adjourned at 9:30PM

Respectfully submitted,

Selene Fabiano, Secretary

March 31, 2025

To: UUCB Board of Trustees  
From: Lisa Maynard, Treasurer

RE: Treasurer's Report for April 2 Meeting

Attached is the Budget vs. Actuals report for this fiscal year through 2/28/2025. As before, we appear to be doing well regarding our large revenue streams, while expenses are running a bit over the projections for this time of year.

I have been more focused lately on budget planning than current year expenses. I plan to work with finance staff to evaluate the current year revenue and expenditures after the March entries (and some corrections) are completed, for next month's report to the Board.

Mechanics Bank balances as of 3/31/25:

Checking \$19,457.25  
Savings \$164,159.86

The Checking balance does not include today's deposits of approximately \$55,000.

**UUCB Budget Comparison Report with Exclusions**

Current Period: 2/1/2025 - 2/28/2025

Budget Period: 7/1/2024 - 6/30/2025

	Year-to-Date Actual	Year-to-Date Budget	Year-to-Date Variance	Yearly Budget	Remaining Budget
<b>Revenue</b>					
Pledge Income	475,359	422,000	53,359	498,750	23,391
Plate collections	17,823	14,667	3,156	22,000	4,177
Special Offering Collections	3,619	8,000	(4,381)	8,000	4,381
Good Neighbor collections	5,637	8,000	(2,364)	12,000	6,364
Other unpledged contributions	17,296	16,667	629	25,000	7,704
Member Weddings/Memorials/C	0	3,333	(3,333)	5,000	5,000
Restricted Contrib.-Released	637	0	637	0	(637)
Prior Year Pledge Payments	29,134	8,000	21,134	12,000	(17,134)
Other Program Income	1,915	1,600	315	2,000	85
Craft Cottage Rental	26,944	24,667	2,278	37,000	10,056
Fundraising Projects - Other	13,508	10,417	3,091	15,500	1,992
Music Events	6,092	12,000	(5,908)	15,000	8,908
Religious Education Event	800	0	800	0	(800)
Other Events	(1,399)	0	(1,399)	0	1,399
Community Use-Space Rental	88,685	94,000	(5,315)	150,000	61,315
Campus Rental-All Schools	234,460	226,732	7,728	340,098	105,638
Sales - Book Table	635	0	635	0	(635)
Sales - Other	531	0	531	0	(531)
Other Revenue	2,190	8,000	(5,810)	12,000	9,810
Interest Income-general	4,230	8,000	(3,770)	12,000	7,770
Income from Trusts	2,179	5,314	(3,135)	7,971	5,792
<b>Revenue</b>	<b>930,274</b>	<b>871,396</b>	<b>58,878</b>	<b>1,174,319</b>	<b>244,045</b>
<b>Expenses</b>					
Salary and Wages	430,873	382,059	(48,814)	572,742	141,869
Housing	45,600	56,000	10,400	84,000	38,400
SECA	6,033	6,036	3	9,054	3,021
Payroll Taxes	30,693	27,459	(3,235)	41,188	10,495
Employee Benefits-Health	27,539	27,770	232	41,655	14,116
Employee Benefits-Life/Disabil	2,054	1,584	(470)	2,376	322
Employee Benefits-Retirement	26,068	38,679	12,611	58,018	31,950
Insurance	36,514	23,667	(12,847)	35,500	(1,014)
Worker's Comp Insurance	5,902	4,000	(1,902)	6,000	98
Accounting Services	14,905	16,667	1,762	25,000	10,095
Board Contingencies	0	1,333	1,333	2,000	2,000
CT/ED Contingencies	300	1,333	1,033	2,000	1,700
Consultants/Contractors	8,794	7,667	(1,127)	11,500	2,706
Safe congregation/Reopening T	0	333	333	500	500
Honoraria/Classes	0	1,333	1,333	2,000	2,000
Guest Musicians/Ministers/Artis	3,295	6,000	2,705	9,000	5,705
Supplies	8,299	7,667	(632)	11,500	3,201
Printing and copying	53	0	(53)	0	(53)
Equipment leases	3,544	5,000	1,456	7,500	3,956
Equipment repair & maintenanc	2,848	2,533	(314)	3,800	953
Postage	7	467	459	700	693
Phones & Computers	9,566	4,833	(4,733)	7,250	(2,316)
Advertising and PR	575	3,000	2,425	4,500	3,925
Communications & Web Site	155	533	379	800	645
Online Resources	1,176	667	(510)	1,000	(176)
Canvass Expenses/Stewardship	430	333	(96)	500	70
Property Taxes	11,173	16,333	5,161	24,500	13,327
Professional development	9,219	15,833	6,615	23,750	14,531
Staff & volunteer appreciation	473	2,667	2,194	4,000	3,527
Bank Fees	2,438	2,167	(271)	3,250	812
Endowment-Contributions	0	1,333	1,333	2,000	2,000
Other Expense	2,324	1,000	(1,324)	1,500	(824)
Payroll Processing Fees	2,478	3,000	522	4,500	2,022
UUA Annual Program Dues	29,667	29,667	0	44,500	14,833

Building & grounds supplies	5,854	5,666	(188)	8,500	2,646
Building & grounds maintenance	13,454	14,667	1,213	22,000	8,546
Kitchen Supplies/Hospitality	6,855	7,833	978	11,750	4,895
Electricity	(6,498)	333	6,831	500	6,998
Gas	10,384	6,667	(3,718)	10,000	(384)
Garbage	5,280	6,667	1,387	10,000	4,720
Water	9,277	8,000	(1,277)	12,000	2,723
Fire Monitoring System	7,387	7,667	280	11,500	4,113
Other Program Committee Exps	7,888	8,360	472	12,540	4,652
Donations to Non-Profit Orgs	14,519	17,334	2,814	26,000	11,481
Fundraising event expense	0	1,000	1,000	1,500	1,500
Expenses	797,392	783,147	(14,246)	1,174,373	376,981
Excess or (Deficiency) of Revenue Over Expenses	132,881	88,249	44,632	(54)	(132,935)
3/31/25 5:46PM					

**INTERIM EXECUTIVE DIRECTOR  
REPORT FOR BOARD OF TRUSTEES  
APRIL, 2025**

Following is an update on the status of projects under the purview of the Interim Executive Director as of April 1, 2025

**FINANCE**

- Draft budget completed and approved by finance committee; ready for presentation to the Board of Trustees
- Role clarification determined between Congregational Administrator (Janae), Finance Coordinator (bookkeeper—Diana), and Finance Contractor (accountant—Kevin) complete (Finance Committee role clarification to be addressed at next meeting)
- Documentation of financial processes and controls in progress
- Review/revision of chart of accounts in progress
- Switch from Fund EZ to Quickbooks to begin soon
- Move to Gusto (payroll and time tracking) in progress
- Determination of decision-making authority and process for each of our separate funds in progress

**FACILITIES**

- Determination of decision-making authority and process for approval for use of funds available for facilities and for general operating budget in progress
- Expansion of Facilities Manager role (Peter) pending budget approval

**HUMAN RESOURCES**

- Compensation policy drafted and approved by Board of Trustees
- New staffing plan determined; role clarification in progress
- Hiring processes launched for Facilities Assistant (existing position) and Administrative Assistant (to replace Janae's former position)
- Job descriptions updated as needed (in progress)
  - Facilities Assistant (done)
  - Administrative Assistant (in progress)
  - Congregational Administrator (in progress)
  - Facilities Manager (in progress)
  - Connections Coordinator (in progress)

# Report from the Freestone Oversight Committee

Larry Nagel  
UUCB Board of Trustees Meeting  
April 2, 2025

# The Freestone Oversight Committee (FOC)

- Beth Pollard (Co-chair and Board Rep)
- Tom Tripp (Co-chair)
- David Wemmer (Freestone Committee Rep)
- Bob Moore (Freestone Committee Rep)
- Susan Lankford (At Large rep)
- Larry Nagel (At Large rep)

The Board may choose to add more members as necessary

# Original Freestone Milestones

- December 1, 2024 - Raise at least \$250,000 for renovation
- June 1, 2025 - Secure Permits for Phase I renovation
- June 1, 2026 - Complete Phase I Renovation
- June 1, 2027 - Complete Phase II Renovation
- Insure the on-going net costs of Freestone to the congregation's operating funds does not exceed \$10,000 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.

# Board Action If Any Milestones Are Not Met

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:

- 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.
- 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.

# Prior Board Action on Freestone

At the December 2024 BOT meeting, the Board passed the following motion with one dissenting vote:

- 1) The Board list the entire Freestone properties (Lots 1&2 and Dome lot 4) for sale if the second well is unsuccessful or on April 1, 2025, whichever comes first.
- 2) If water is found, Lots 1 & 2 are sold and \$250,000 is raised by April 1, 2025, then the listing of the entire Freestone properties would not proceed on April 1, 2025;
- 3) All the subsequent milestones in the resolution would remain as written and approved.

# Recap of the March 6, 2026 BOT Meeting

- Due to weather and related soil conditions and the driller's schedule, the drilling for the second well has not yet taken place.
- The drilling was scheduled for March 10. Consequently, the prospects for accomplishing a sale of the lots by April 1 were quite slim.
- The Freestone committee requested another time extension. The Freestone Oversight committee voted 4 - 2 to leave the April 1 and subsequent milestones in place, unless changed by a congregational vote.

# Recap of the March 6, 2026 BOT Meeting

- The Freestone Oversight Committee recommended that the April 1 milestone, and other milestones, remain in place unless extended through approval by the congregation. Per the bylaws, such a congregational vote can occur either by call of the Board or by petition by 5% of church members.
- If the well drilling is not successful, or if the April 1 milestone is not met and there is no vote approving extension --- which the FOC recommends can be only made by the congregation --- then the Board would take steps at its April 2025 meeting to list the entire Freestone property for sale.

# Board Action Required At This Meeting

- The Freestone Committee decided to prepare a petition for a special congregational meeting and collect the necessary signatures prior to Sunday, March 30.
- The petition will be accompanied by the Freestone Committee's proposed amendments to the congregation's Resolution 22-1.
- The Freestone Committee's proposed amendments will be voted on at the special congregational meeting. According to our bylaws, the Board of Trustees must call the special congregational meeting within 30 days of the receipt of the petition.

# Freestone Resolution Milestones

Date	Milestone	Comments/Status
4/1/25	\$250,000 or more raised	Date extended at the 12/4/2024 BOT Meeting
6/1/25	Building permits for Phase 1	By 3/1/24: FOC to adjust list of improvements contained in each phase, where warranted. No permit required for road improvements.
6/1/26	Phase 1 repairs completed & approved with secured funds	
6/1/27	Phase 2 repairs completed & approved with secured funds	
FY 25-26	Ongoing <b>net</b> costs to congregation's operating funds incl. operations & mngt, insurance, tax assessments, legal fees, permits, maintenance, repairs, and improvement do not exceed \$10k/yr for 2 yrs in a row, starting in FY 25-26, w/out express BoT approval in consultation w/ FOC	

# FY 2023-24 Freestone Contingency Loan Fund - 1

Expenditure	Amount	Approve Date	Notes
Vacation rental property manager certification County fee	\$116.00	FOC August 30, 2023	Reimburse Michael DeWitt
County recorders fee related to VRP	\$19.50	FOC August 30, 2023	Reimburse David Wemmer
Lescure Engineers	\$1,810.00	FOC August 30, 2023	Completion of mapping; driveway analysis and mapping; including road permitting and septic system

# FY 2023-24 Freestone Contingency Loan Fund - 2

Expenditure	Amount	Approve Date	Notes
Lescure Engineers	\$392.50	FOC January 10, 2024	Surveying consultations to evaluate extent of encroachment issues by neighbors at the Villa
Western Groundwater Surveyors	\$5,162.00	FOC April 17, 2024	Balance of \$7,300 cost from Freestone donations
<b>Total</b>	<b>\$7,500.00</b>		
FY 2023-24 Limit	\$7,500.00		
<b>FY 2023-24 Remaining</b>	<b>\$0</b>		

# Freestone Oversight Committee Report

## Discussion/Questions

## Board Listening Presence Report/INPUT FROM CONGREGATION, MARCH 2025

### CONCERNS:

Two members wrote to me about the probable upcoming congregational vote on Freestone --- both indicating they felt concerned since the congregation had already voted on this matter and that the ramifications, should a delay be approved, might mean several years before future deadlines could be met.

One member told me s/he wished Sunday services were an hour long rather than an hour and a quarter: stories and musical pieces too long, that person felt.

Another said after hearing Suzette speak about the “wild and wonderful” (or similar words) church this is, that the new logo seemed lovely but rather timid and contained (“maybe prim and proper”), rather than energetic and forward-looking.

### PRAISE:

One visitor “loves” UUCB

Two other visitors have mentioned that it’s such a welcoming place.

Young woman who’s been here only five times, thinks UUCB is great and brought her mother with her on her sixth visit.

Others, asked in a group what they liked about UUCB, replied:

- Richness and diversity of ways to connect both socially and spiritually
- The Textile and Arts group – her favorite gathering
- Variety of activities for children
- Chalice Circles
- New Pride group as very welcoming
- A sense of belonging, community, inclusion
- Marcus: his leadership, warmth and sermons

# We Pledge to Resist Deportation and Discrimination Through Sanctuary

As a community of faith, we reaffirm our commitment to defend and preserve the fundamental civil rights and liberties due to everyone in this country. We pledge to resist immoral and unjust policies targeting and deporting immigrants and discriminating against marginalized communities. We will open up our congregation and community as a safe space for those targeted, and work alongside our friends, families, and neighbors to ensure the dignity and human rights of all people.

As people of faith, we are called to engage in:

- 1) Advocacy for Immigration Justice – such as lobbying political decision makers and engaging in public activities that promote the full dignity of all people, regardless of immigration or any other status;
- 2) Accompaniment of Immigrant Families – supporting their transitional needs such as finding social and legal assistance, taking them to court dates, enrolling children in school, and supporting their search for affordable housing;
- 3) Participating in Networks of Protection and Rapid Response – such as offering witness and support in cases of Immigration and Customs Enforcement (ICE) raids or other enforcement activity that does not take into account the human rights of immigrants; and
- 4) Partnership - working with community and faith organizations resisting detention and deportation and providing services to the immigrant community.

## Why is this important?

Calling upon the ancient traditions of our faiths, which recognized houses of worship as a refuge for the runaway slave, the conscientious objector, and the Central American refugees fleeing the civil wars of the 1980s, Sanctuary is once again growing among communities of faith that are standing in solidarity with immigrants and marginalized communities facing immoral and unjust deportation and discrimination policies.

We find ourselves entering a new phase of U.S. history wherein the politics of fear have stoked an atmosphere of racism and xenophobia across the country. The new Administration has pledged to criminalize, detain and deport undocumented people at new levels that will tear families and communities apart.

As people of faith and people of conscience, we will take civil initiative out of our moral obligation to embody principles of human rights and dignity, and resist any harmful and unjust policy proposals that further undermine due process and lead to racial profiling and discrimination.

By signing this pledge, we are dedicating ourselves to educate and activate our congregation, to amplify and respond to the voices of immigrant leaders, and to speak out against the discrimination of any and all marginalized people. We are ready to open the doors of our sacred spaces and accompany those facing deportation and discrimination.

We support those answering the call to provide sanctuary at schools, hospitals, college campuses, community centers and family homes. We will work with partner organizations to create sacred space of sanctuary wherever it is needed.

We recognize that at some future time, we may be called upon to offer physical sanctuary in our church, housing immigrants facing deportation and working together to ensure their safety. If so, we will engage in further congregational deliberation, seek legal advice, and consider necessary modifications to our church buildings.

# UUA Support for the New Sanctuary Movement

The Sanctuary Movement is a growing movement of faith and immigrant communities doing what Congress and the Administration refuse to do: protect and stand with immigrants facing deportation. Members pledge to protect immigrant families who face workplace discrimination or unjust deportation. Unitarian Universalists are joining the many religious leaders, congregations, and faith-based organizations of all denominations who are part of the Movement.

## **Sign the Sanctuary pledge as a congregation**

Ask your congregation to sign the pledge to support or offer sanctuary. In some congregations the social justice committee has signed, while in others the board signed on, and in others the congregations adopted a resolution. Some congregations choose to go through a process of education and dialogue until they are able to reach consensus.

<https://www.uua.org/immigration/witness/partners/newsanctuary>

*Please contact the Unitarian Universalist Association (UUA)  
at [socialjustice@uua.org](mailto:socialjustice@uua.org) to share if your congregation has signed the pledge.*

## **PETITION FOR CONGREGATIONAL VOTE**

### **Re: Freestone Retreat - Modifications to Resolution 22-1 amended 3/26/2023**

The Freestone Committee, as supported by the attached church members/signatories to this petition, kindly request a congregational vote to approve proposed modifications to the approved Resolution 22-1, amended 3/26/2023, and approved by majority vote on 3/26/2023.

It is being proposed to extend the milestone dates in the Resolution in order to accommodate the drilling of a second well on Lot 1. A first well was drilled last summer and came up dry. A second well attempt was then scheduled, but due to rains impacting access issues and contractor availability, drilling has not yet been performed. Finding water in a second well attempt is critical to the sale of Lots 1 & 2 and the raising of \$250,000 to meet the first milestone.

This petition submits the following modifications to Resolution 22-1, amended 3/26/2023 for congregational vote:

- A. Extend the date for completion of the first milestone, raising at least \$250,000, to September 30, 2025.
- B. All subsequent milestone dates shall be extended in accordance with their original durations following the first milestone.

This petition was submitted to UUCB Secretary, Selene Fabiano, on March 30, 2025. In addition to the above wording, the petition contained five additional pages with the names and signatures of 20 UUCB members. All signatures were dated March 23, 2025. UUCB Secretary has verified that all the individuals who signed this petition are current UUCB members.