

Special Board Meeting Minutes November 15th, 2025

Board of Trustees: Mary Baremore, Marcia Hayes, Louise Livesay AI, Jane Prince, Richard Lau, Molly Flattum, Claire Cooke

ET: Laura Park, KP Hong, Rev. Oscar Sinclair

Director of Finance: Julie Fliflet

Motion to approve Executive Leadership salaries for 2026 as follows:

- Senior Minister \$137,280
- Minister of Faith Formation \$131,560
- Executive Director \$131,560

First: Marcia Hayes

Second: Jane Prince

Discussion:

- This would be an increase because of a change in the UUA guidelines that includes
 - A cost of living increase
 - A change to a larger geo index
- This is approximately a \$30,000 change for ET salaries in total
- This is the same increase that is happening for all staff salaries

Approved - motion passed unanimously

Motion to approve the 2026 operating budget as submitted.

First: Louise Livesay AI

Second: Molly Flattum

Discussion:

- Income
 - 6.5% increase in pledging goal - came up with this number after taking a detailed look at pledging so far
 - Increase in average pledge
 - Looking at what has already come and ranking likely hood of receiving each outstanding pledge
 - Large increase in the "Other Donations, Offerings, &Contributions" line
 - Aware of several large, restricted donations
 - Matching gift for heritage society
 - Gift for the community outreach team position
 - Have seen an increase in Sunday offerings
 - Looking into a mid or end of year appeal for giving to the Hallman ministerial fund (we did not do this last year)
 - More expenses for the ministerial intern. They started partway through the year last year, so we only budgeted for a partial year of intern expenses, whereas in this budget, there will be a full year of expenses. As such, we are using more restricted revenue to cover this.
 - From the Hallman ministerial fund and another restricted gift

- Fundraiser revenue
 - We plan to have the auction and another fundraiser of some kind
 - We are increasing this line item because we exceeded our fundraising goals last year
- Program and event fees
 - Increase in this line because we plan to have Boston and Transylvania pilgrimages happen this year. These did not happen last year.
- Reserve fund allocation (employee retention) only a \$5,000 increase even with the geo index change. Want to decrease our dependence on this fund in future years.
- Expenses
 - Payroll, Taxes, and Benefits
 - Moving to a higher geo index for UUA pay standards and insurance increased 20%
 - Building & Facilities Expenses
 - Expenses here are being offset
 - Were able to get the duplex classified as a tax-exempt property, which decreased expenses
 - Saving on interest for our loan by paying it off early
 - Supplies, Furnishings & Minor Equip
 - Decreased expense through improvements in purchasing practices
 - Memberships, Dues, Subscriptions, & Fees
 - Lots of the digital services we use have increased their pricing, including Shelby next

Approved - motion passed unanimously

Motion to approve the 2026 capital budget as submitted.

First: Molly Flattum

Second: Jane Prince

Discussion:

- How are we framing the capital budget now that we do not have the mortgage? Switching to thinking about how we maintain all of the improvements that we made to the building.

Approved - motion passed unanimously

Motion to approve the commercial solar agreement as written from Cedar Creek Energy.

First: Jane Prince

Second: Marcia Hayes

Discussion:

- Cedar Creek Energy is the only company (out of those we got bids from) that has an installation solution that does not penetrate our roof (z-racking). Penetrating the roof would make it non-weather-resistant.

- Need to adopt this now and make a down payment in order to secure the federal financial incentives. We will get the incentives after installation. Federal incentive is 30% of the cost of the project. Also looking into incentives from Xcel for additional savings.
- Small vs large array
 - Large array does not give us a lot of extra energy, but does have extra cost. It will take longer for our savings to recoup the cost of the system if we go with the larger array.
- Thinking about the weight of the panels - a structural engineer will come assess the building to ensure that this can work.
- Insurance broker thinks that this will not create a large increase in our insurance costs.

Motion to amend the above motion, to approve a commercial solar agreement from Cedar Creek Energy revised to reflect the smaller array installation plan instead of the larger installation reflected in the current agreement.

First: Marcia Hayes

Second: Rich Lau

Discussion:

None

Approved - motion passed unanimously

Approved - motion passed unanimously

Motion to approve Policy II.E. Financial Condition as compliant as indicated.

First: Marcia Hayes

Second: Rich Lau

Discussion:

- When will we see the withdrawal from the currier fund? When the city is ready. Everything is set on our end. We are just waiting for them.

Approved - motion passed unanimously

Motion to approve policy II.D: Financial Planning and Budgeting as compliant as indicated.

First: Jane Prince

Second: Marcia Hayes

Discussion:

None

Approved - motion passed unanimously