

UUCF BoT MINUTES, SUNDAY, JANUARY 4, 2026

ELLIE SEARL, SECRETARY

A. Meeting called to order at 1:20 pm.

- Board trustees in attendance: Mary Botts, Mark Umbriaco, Sherlan Neblett, Debbie Reback, Ellie Searl, Janice Paton, Patrick Mannion

B. Guests in attendance:

- Rev. Rob Blair

C. Chalice Lighting (Ellie Searl) and Opening Words/Blessing (Rev. Rob Blair)

1. Approval of Meeting Agenda:

- Moved to accept by Patrick. Seconded by Mark. Approved unanimously.

2. Reading of the Covenant

- Patrick read the UU Board Covenant
- Board affirmed the covenant's relevance, significance, and value

3. Approval of December 18, 2026, BoT minutes.

- Moved by Debbie. Seconded by Janice. Approved unanimously.

4. Treasurer's Report

- Endowment Fund = \$203,675.32
- Debbie to receive reconciliation information Monday, Jan. 5, 2026; will email report
- Debbie reported that Scrip inventory has been written off

I. ADMINISTRATION (AMY; BOARD; UUA; PERSONNEL)**a. Congregational conversation to set goals for coming year - rescheduled for 1/18**

- Discussed format of an all-congregation gathering after Sunday service for goal-setting session.
 - **Action Item:** Mary to have Amy send out questions to the congregation.
 - **Action Item:** Each board member to lead a group.

b. Stewardship For Us Rep to conduct Visioning Weekend 2/6-2/8

- Discussed format and schedule of Visioning Weekend.

c. Two Open Board Positions

- Will keep board as it is.

d. Personnel Committee Status

- Discussed that two members are interested in being on the committee.
- Personnel handbook completed by Debbie, Janice, and Amy

e. Identify items for monthly Congregational Update 1/11/26

- Discussed items for monthly Sunday Service report

II. MINISTERIAL (MINISTER; PASTORAL TEAM; CARE COMMITTEE)**a. Status of Minister Contract**

- Discussed new contract for Rev. Rob Blair.
- Discussed a 3% raise (and bonus - not in contract)
- Moved by Janice to accept contract, seconded by Mary. Six approved, one abstained.
- Moved by Ellie to accept bonus, seconded by Sherlan. Six approved, one abstained.

III. COMMUNICATIONS (WEBSITE; SOCIAL MEDIA; ADVERTISING; PUBLICITY; OUTREACH)**a. Website: Group Board picture taken 1/4/26**

- Janice to post picture on website

b. Social media/PR Committee Status

- Natalie Cruz is interested in leading the committee. Danielle Rivera interested in joining the committee. Patrick agreed to help.

c. Campus Community Connections

- Debbie reported this as a work in progress. Once campus is back in session, she will make personal contact.

d. Banners to be installed by a professional (approx. \$250)

- Discussed installation of banners.
 - **Action Item:** Mark to contact Barry Burriesci, who will contact professional installer for estimate.

e. Fullerton Observer ad.

- Discussed ad.
- Discussed wording and considered writing a more succinct ad.

IV. FACILITY (HEALTH/SAFETY; BUILDING)**a. Health/Safety – next steps?**

- No report at this time.

b. Sanctuary Door Replacement

- Next meeting is 01/07/26
- Mark will send Mary information about door replacement

c. 109 Sanctuary building lease with FCCF terminating 5/14/2026 (was a 5-yr lease)

- Response sent

d. Checklist for Closing the Building, including turning off all lights

- Discussed checklist action.

- **Action Item:** Mark to send checklist to Mary.

V. MEMBERSHIP (NEW TO UU; NEW MEMBER RECOGNITION; BREEZE DATA ENTRY; NEW ATTENDEE FOLLOW-UP)**a. New to UU scheduled tentative date Feb 22****VI. PROGRAMMING (HELD ON A REGULAR BASIS [WEEKLY, MONTH]; SMALL GROUPS; DROP-IN GROUPS; TASTY TUESDAY; CIRCLE SUPPERS; RE)****a. Green Sanctuary 2030 – looking for a team to spearhead this**

- Discussed Green Sanctuary

b. OWL begins January 7th with Parent Info meeting on Zoom**c. Barry is seeking funds for Hot Meals Program. Discussed options for generating funds.**

VII. EVENTS (SOCIAL; HOSPITALITY; POTLUCKS; NOWRUZ; CAMP; TOWN HALL; VOLUNTEER RECOGNITION; DONOR RECOGNITION; PLEDGE DRIVE; SERVICE AUCTION/FUNDRAISING EVENTS)**a. a. Update on possible venues for future fundraising/social events**

- Mark is still researching possible venues
- Nowruz Tea to be held 3/21/26

b. Volunteer Appreciation Dinner - 3/28/2026

- To be held in Chapman Lounge
- Board members to provide dinner

VIII. WORSHIP (SUNDAY SERVICE; GREETERS; COFFEE HOUR; WELCOME TABLE; TFFA; MUSIC; TECH)

- Discussed having new people at Welcome Table

IX. FINANCE (BUDGET; STEWARDSHIP; FUNDRAISING; INVESTMENT; PLANNED GIVING)**a. Budget committee status**

- Budget committee formed - Leslie Mahaffay, Lorne Caddick, Debbie Reback, Mary Botts

b. Status - Vanguard and Fidelity accounts

- Have shown growth

c. Premiere Account has been closed - funds moved to BofA account**d. Alignment of finance item numbers with our system**

- Mary and Amy aligned item numbers
- They will meet on Tuesday to finish update in our system

e. Annual Program Fund (APF) for UUA

- Discussed required yearly fee to UUA based on membership

f. Stewardship Committee (Ways & Means; Pledge) status

- No committee yet. Lesley expressed interest.

g. Research regarding Auctria; Service Auction status

- Discussed need to pick a date - probably in the fall

X. MISCELLANEOUS (NOMINATING; SEARCH; VOLUNTEERS; MISC ITEMS TO ADDRESS)**a. Update on Action Items:**

- Personnel Committee Job Description/Policy & Procedure - Mary needs to locate this
- Committee needs for budgets, spending - response due 1/15

b. Reminder - Board Count Assignments (Informational)

- Assignments through February
 - 1/4/26 Janice Paton
 - 1/11/26 Mark Umbriaco
 - 1/18/26 Mary Botts
 - 1/25/26 Patrick Mannion
 - 2/1/26 Sherlan Neblett
 - 2/8/26 Debbie Reback
 - 2/15/26 Ellie Searl
 - 2/22/26 Janice Paton

c. Board Timeline Items - Two Months Out - January - February

- January:
 - ❖ Start on By-law changes if any
 - ❖ Request budget needs from Committees
 - ❖ Begin budget process
 - ❖ Negotiate/Complete Minister Contract
 - ❖ Tithely University - Breeze Tax Statement??
 - ❖ Amy runs statements of giving
 - **Action Item: Mary to contact nominating committee to start working**
- February
 - ❖ Pledge Drive Planning - set timeline
 - ❖ Set up initial budget to plug in numbers once pledge drive is done.
 - ❖ Set goal based on this
 - ❖ Review Music Director Contract for renewal (ending 4/30/2026)
 - ❖ OWL
 - ❖ Plan Volunteer Appreciation Dinner

Review of Action Items**Next Board Meeting - Sunday, February 1, 2026, 1:00 pm, Choir Room and Zoom****Meeting Adjourned - 3:52 pm**