

**UUFCC Board Meeting Tuesday March 17, 2026, at 7:00 p.m.
In person Room 6 and on Zoom (if needed)**

<https://zoom.us/j/98570278660?pwd=G7P32cQPK7npc1rLP0rtTLYqSN1MbS.1>

Respectfully submitted by Joy Drohan

Strategic priorities – reminder: Mission and Vision, Ministries Assessment, Settling our Minister, Engagement and Outreach

Members present: Gretchen Kulda (president), Claudia Snyder (president elect), Joy Drohan (secretary), Cheryl Bohn, Graham Corby, and Ann Snowman (trustees), Ashley Hamlin (ex-officio), Reverend Tracy Sprowls (ex-officio)

Members absent: Martha Butler (treasurer)

Guests: Faezah Molaei, Matt Gregory

Meeting called to order: Gretchen **7:00 p.m.**

Chalice Lighting: Gretchen

Reading of board covenant: All (revised Covenant is in the Board Folder)

Changes to the agenda—Adding:

Building lockup

Library committee update

Program Council meeting update

Faezah-carpooling

Minutes to be amended as needed and approved: February 17, 2026 approved

Reports to be received and discussed as needed:

Minister, President, Treasurer and Finance & Stewardship Committee, Building & Grounds Committee, DLRE, Program Council

Action Items

-Next month, we'll vote on the proposed new wording for bylaws changes concerning board term limits and nominating committee bylaws.

-Next month, we'll discuss Faezah's carpooling proposal.

-Next month, discuss how to implement pairs for lockup. If we widen the pool of people, who should we ask?

-Joy will work with the Aesthetics Committee to help them write a charter.

-We will discuss potential replacements for the yard sale at next month's meeting.

Votes

Fiduciary

A. Financial Report w Banking Updates

To: UUFCC Board

From: Martha Butler, Treasurer
Subject: February Financial Report
Date: March 14, 2026

February Financial Reports:

In the **Operating Budget Summary Report:**

- As of the end of February revenue and expenses are 67% and 64% of forecast, respectively. Utility costs (especially gas) are up. No changes were made to forecasts this month.
- Rental income and Committee expenses continue to lag budget.

In the **Revenue & Expense Report:**

- Pledges are being paid close to the historical average rate.
- Food coupon sales and coffee sales continue to be on target.
- Service auction revenue is \$3300 in this report. Expectation is that the final total will be \$10,000, a bit under budget.
- Snow removal is expensive. We will pay a \$2700 bill in March for earlier events.
- The gas bill paid in February (\$1462) may have been an all-time high record, due to a combination of cold temperatures and rate increases.

In the **Financial Position Report:**

- The Solar Project shows only \$18,000 to be recovered. The project is now fully paid. We still need to apply for rebates/credits. See below.
- Capital Improvement Reserves are \$31,003.

Other finance news:

SOLAR PROJECT: I am encountering issues with pre-registering our project with the IRS, required for claiming the Clean Energy Investment Credit. Instructions are lacking. Andy Lau will be added as an additional Clean Energy Officer. The successful registration of the project is a pre-requisite for claiming the credit as a refund on a tax return filed at the end of our fiscal year.

PLEDGE CAMPAIGN and STEWARDSHIP: Matt Gregory has agreed to chair the Annual Pledge/Budget Campaign, with able assistance from the usual cast. Our committee will continue to provide resources to the campaign, including marketing ideas and the campaign database (which is now ready for the campaign to begin). The campaign goal of \$425,000 was approved in the February Board of Trustees meeting. No changes were made to the preliminary budget at this time, although I am still receiving some minor requests for change. There will be adjustments before final presentation to the Board in May and vote by the congregation in June.

BANKING ACTIVITY: We are in transition. Christine is managing this very challenging process, especially given the uncertainty of the timing and (in some cases) complexity of moving recurring transactions and our current traditional low-cash time of year. We now have active checking and money market accounts at M&T Bank and have closed the money market account at Citizens Bank. Pending experience with the new accounts, we may choose to use our reserve account at Reliance Bank instead of the M&T money market account (better interest rate). The Minister's Discretionary account has not yet been moved. Changing the transfer bank account for the Schwab account turns out to involve an application, several signatures, and possibly a letter

from M&T Bank. We have applied to M&T for a business credit card account to replace the current Charity Charge credit card account with Commerce Bank. One of our Commerce cards was compromised recently. Commerce does not alert card holders to the situation, causing us some anxiety when our Quick Books and Breeze subscriptions were in jeopardy.

SALES TAX EXEMPTION: Our Pennsylvania sales tax exemption must be renewed (5 year cycle). Christine and I submitted our request for renewal on March 13.

ENDOWMENT & DIRECTED GIFTS FINANCIAL REVIEW: Martha has been assigned to report back to the Board on compliance with the recommendations. The one remaining recommendation is to post Brokerage statements regularly. These were added to the E&DG shared drive in January. This closes this review.

REVIEW OF FINANCIAL INFO ON WEBSITE: Pam and Wayne have reviewed the financial info available on the website (under the “GIVE NOW” header). They have recommendations for some reorganization of some of the web pages, including more motivation about pledging. They will work with Bhakti to implement. The Legacy giving group will also be adding information about their program as well. This is still in progress.

RESEARCH ON ADDITIONAL PAYMENT METHODS: No progress on Zeffy as a possible application. Zeffy is for use by non-profits...and support for the background Stripe processing fees (or not) is a user option. Joy Drohan has supplied user experience with the application. Bhakti has compiled a list of “use cases” for UU FCC use (and has used it successfully in a non-UU context). Ashley has also asked us to explore using VENMO, which would require us to have a non-profit PayPal account. Bhakti and I are exploring that, too.

ANNUAL UPDATE OF FINANCIAL FILES: Linda Eller of the Building group is reviewing historical documents and purging files as needed.

PROPOSED POLICY. The Finance & Stewardship Committee (thank you to Peter Kemper) is preparing a policy that documents our current practices for primary ownership and signing authorities for UU FCC financial accounts. As Peter notes, there should also be an accompanying procedure which lists all the current accounts and signers. The policy and associated procedure will be re-considered when the banking and investment account transitions are completed.

Discernment

A. Pledge Campaign

Matt—Will talk on Sun., 3/21, to kick off the pledge drive--giving thanks, what makes people feel welcome here. The drive will be less paper focused, targeted videos for returning pledgers, etc. No more mailings after you pledge.

Helen will lead the call, text, email, face-to-face follow-ups.

Cee will write thank you postcards—for time and money.

Matt wants us to think about other income streams down the line.

Matt says Pledge Committee should be year-round and maybe merge with Stewardship.

A committee member should come to Starting Point to talk about pledging; focus on what people get out of being here.

Pledge campaign target end date: April 30

B. Carpooling Faezeh Molaei

Faezah has developed the basis for a plan for carpooling for Sundays and for any event. It would build community and a culture. Joy has asked for her proposal so we have it in our Google Drive. We'll put it on our agenda for next month.

C. Board Term Limits – Bylaws

See [Google Drive](#) for proposed changes. We'll vote in April to put this in front of the congregation at the annual meeting in June.

D. Nominating Committee – Bylaws & Updates

See [Google Drive](#) for proposed changes (we're still fine-tuning the wording). We'll vote in April to put this in front of the congregation at the annual meeting in June.

E. Caring Committee Charter

Ann noted that a congregational vote is needed when the congregation makes donations (see note in meeting Drive folder). This was an issue in donating to Milena Danneker's charity in place of memorial flowers. Ann proposed a revision to the Caring Committee budget to deal with this issue (see meeting Drive folder).

Graham motioned to approve the committee's amended charter. Cheryl seconded. Motion passed.

F. Aesthetics Committee

They don't have a charter or a chair. They know they need a charter.

Gretchen gave them an example and a template; Joy will help them write a draft. Members include Meg, Linna, Libby, Carol Eubanks, probably others. The chair simply serves as the primary point of contact. Carol E as chair?

G. Grounds Committee

They need a charter as well. See folder for starting draft.

H. RE Tree Planting

Parent group would like kids to plant a tree on Easter. Where, what kind? Maybe instead a shrub on the peninsula? If there's not an obvious solution, we'll ask them to hold off. Joy will send Gretchen and Ashley info for Greg from Interfaith Power & Light—organizes native tree plantings and invasives clearing. Maybe families want to do something like that?

I. Building Lock Up

Should we work in pairs for safety? Yes, let's move toward this. Who else to invite?

J. Rentals

Many groups are using the building for free. They're using AV equipment, it'll break eventually. Should we ask for donations? Having people here could potentially grow our membership. Keystone donates \$30 for each use. Should we charge a fee for AV? We should try for a permanent renter to offset freebies—a daycare? Move meetings so they don't interfere with paying renters.

K. Junk Message – Approval

The "don't dump your junk policy":

Maybe not a policy, an understanding...

Begin by developing awareness of the issue through PSAs that are repeated with some frequency:

*“Help maintain an attractive, orderly, tidy, efficient facility. Please do not leave houseplants, cast-off furniture, hand-me-down decorations, or other material donations at the Fellowship **without prior approval of the Office Administrator.** Unsolicited and unwanted items will be discarded.”*

Alternate this announcement with one about gifts (such as pianos.)

L. Program Council report

Seder—on track

Auction—What to do with stuff that didn’t sell?

Mother’s Day/Easter—Ashley is leading so Program Council is not involved.

Yard sale—There is currently no committee or point of contact or date. Should we still have it?

So hot. Could we make up the money another way? It netted us about \$7K last this year.

(Auction makes ~\$11K.)

Could we do something on a football weekend?

We will discuss at next month’s meeting.

Gimme Shelter concert as example?

Motion passed for 10 minutes more of discussion.

M. BLM sign clanging

We are doing sign review. Will discuss at annual meeting. It went up with a congregational vote, it should come down with a congregational vote. We’re planning new signage for under front overhang.

N. Library

Do we need a library, or is it just a meeting space? There is currently no budget for the library.

Ann is ID’ing a working group to discuss.

The Library has a reserve fund of \$331. There was an agreement with the previous chair to use those funds until depleted. That is the reason that the Operating Budget has no allocation for the Library.

O. Ongoing Issues and Impacts– Tracy and All

Trying to get State College Boro to pass an ordinance not to work with ICE.

P. Executive Session

Adjournment/Chalice Extinguishment

NEXT MEETING: April 21, 2026

REMINDER: Board Website Photos and Bios

REMINDER: Sign up for Fellowship lock-up duty and chalice lighting

UPCOMING DATES:

Special Congregational Meeting – May 17, 2026

Annual Meeting - June 7, 2026

Minister's Report

Rev. Dr. Tracy Sprowls

March, 2026

As you know, I came to this congregation in August of 2021 as the interim minister. For these five years of our ministry together you have shared the health journey of my father, who had had a stroke in May of 2020, with me. His declining health due to congestive heart failure became even more of a pull on my time and mental energy this last fall when he was in and out of the hospital 7 times. When he went into hospice at the end of November, you continued to hold me in care and patience as we entered this new phase of his life. And now with his passing on March 6 we begin a new chapter together. I feel incredibly fortunate to have been navigating these last five years with this community that is so capable and committed and compassionate. I am eternally grateful. I return to our shared ministry together now even more prepared in mind, heart, and spirit to daily live our mission and to bring our values out into a hurting world, keeping love at the center. Thank you again for your love, thoughts, and prayers.

The flowers the caring committee sent were beautiful and my family was deeply touched. I also appreciate all the cards and notes. Truly, I am blessed.

Sunday Services

- The last three Sunday services I was not in the pulpit. I return this Sunday with Matt and our pledge kick-off.
- Feedback on the two virtual services would be good to share with our Worship Committee.
- Please look at this link for Sunday numbers: [Event Attendance Count - Google Sheets](#)

Administration/Personnel

- Bhakti (admin and music), Ashley (RE), and I have had a rough few weeks with each of us having family emergencies. Again, we appreciate your patience and compassion as we have navigated these rough times.

Professional/Community/Social Justice

- I have been asked to be a speaker at the No Kings Rally on March 28 (as well as leading the safety team). I will be speaking about ICE and CCRRN.
- I have been accepted into the Spiritual Direction Formation and Certification Program at Meadville Lombard Theological School. Much of this work will be during my sabbatical.

Sabbatical

- I have the updated Sabbatical manual from the UUA. Starting to plan for congregational needs now. My own plans are falling into shape too (see above).

President's Report

Gretchen Kuldau

March 2026

In addition to the regular recurring responsibilities of the President I did the following.

One member of the Nominating Committee asked to be released from this role due to recent events to which I agreed. I asked Jesse Barlow if he would serve in this role this year and he graciously agreed.

I met with the Nominating Committee to review the positions they are recruiting nominees for. Additionally, we discussed aspects of their process including the need to solicit nominations from the congregation.

Spoke with the office manager, Bhakti Chan, on multiple occasions about several issues including the increase in the number of requests for free rentals.

February 2026

Operating Budget Summary Including additional cash requirements

	2022-2023 Actual	2023-2024 Actual	2024-2025 Actual	2025-2026 Budget	2025-2026 Forecast
Revenue					
Pledge	372,248	352,810	388,583	405,000	405,750
Auction, Yard Sale	23,291	20,544	21,237	21,930	20,311
Sales, Rentals	14,118	11,329	16,892	20,100	16,360
Offerings, Gifts, Grants	20,702	13,676	31,896	28,125	30,153
Total Revenue	430,359	398,359	458,608	475,155	472,574
Operating Expenses					
Personnel (includes Search)	286,480	309,992	314,610	347,283	331,080
Commitees, RE	20,258	20,923	20,080	27,930	27,706
Building, Insurance, Utilities	75,302	58,602	54,507	55,641	56,962
Office, Technology	15,311	15,938	16,288	12,849	13,270
UUA	17,652	11,323	12,600	13,706	13,706
Loan Interest	12,004	13,182	12,209	12,480	11,600
Total Expenses	427,007	429,960	430,294	469,889	454,324
Net Operating Surplus (Deficit)	3,352	(31,601)	28,314	5,266	18,250

Other Cash Requirements

Loan Principal	13,014	12,735	13,727	13,365	13,365
Transfer to Capital Reserves			14,587	10,000	10,000
Total Additional Requirements	13,014	12,735	28,314	23,365	23,365

Bottom Line	(9,662)	(44,336)	-	(18,099)	(5,115)
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PPP Loan Funding	9,662	29,836	-	18,731	-
Ministerial Search Carryover		14,500	-		
PPP Funds at beginning of year	58,229	48,567	18,731	18,731	18,731
Used	9,662	29,836	-	18,099	-
PPP Funds balance	48,567	18,731	18,731	632	18,731

UUFCC Revenue & Expense Report February 2026								
	Actual 2024-2025	Budget 2025-2026	Forecast 2025-2026	This Month	67% YTD Date	% of Budget	% of Forecast	
REVENUE								
Pledge Receipts (in-hand)	369,880	400,000	400,000	16,258	267,055	67%	67%	
Last Year's Pledge	18,703	5,000	5,750	-	5,747	115%	100%	
Pledge	388,583	405,000	405,750	16,258	272,802	67%	67%	
Service Auction	11,036	11,000	11,000	3,264	4,014	36%	36%	
Yard Sale	7,925	8,000	7,815	-	7,815	98%	100%	
Concert Series	1,425	2,000	500	-	260	13%	52%	
Chili Cookoff	470	450	376	-	376	84%	100%	
Youth Group Fundraiser			20	-	20		100%	
Interest	382	480	600	120	576	120%	96%	
Special Projects	21,238	21,930	20,311	3,384	13,062	60%	64%	

Building Use	11,656	15,000	11,000	2,066	5,540	37%	50%	
Fair Trade Coffee	1,948	1,600	1,660	208	1,144	72%	69%	
Food Coupon Sales	3,288	3,500	3,700	233	2,480	71%	67%	
Sales and Rentals	16,892	20,100	16,360	2,507	9,164	46%	56%	
Regular Sunday Service Plate	10,634	8,500	9,500	485	5,789	68%	61%	
Brickwedde Fund	1,222	1,225	1,379	-	1,379	113%	100%	
Halleck Fund	3,556	3,500	3,500	-		0%	0%	
Razem Fund	-	400	474	-	474	118%	100%	
Music Grant	500	500	500	-	500	100%	100%	
Non-Pledge Contributions	15,984	14,000	14,800	529	14,409	103%	97%	
Offerings, Gifts, Grants	31,896	28,125	30,153	1,014	22,551	80%	75%	
Total Revenue	458,609	475,155	472,574	23,162	317,578	67%	67%	
EXPENSE								
Total Minister	143,604	149,825	143,441	11,886	93,739	63%	65%	
Total DLRE	80,201	90,202	87,894	6,999	58,117	64%	66%	
Total Office Administrator	43,117	46,564	44,106	3,893	30,440	65%	69%	
Total Music Director	12,773	27,200	19,784	1,859	11,348	42%	57%	
Total Financial Secretary	12,045	12,988	12,988	1,074	8,692	67%	67%	
Total Choir Accompanist	3,005	-	-					
Total Band Leader	3,187	3,280	3,271	264	2,209	67%	68%	
Total Sexton	9,561	9,904	9,899	824	6,639	67%	67%	
Total Childcare	7,116	7,320	9,697	797	6,141	84%	63%	
Personnel (includes Search)	314,609	347,283	331,080	27,595	217,325	63%	66%	
Aesthetics	-	-	-	-	-			reserve acct
Caring	1,184	1,620	1,620	326	892	55%	55%	
Stewardship	553	1,000	1,000	-		0%	0%	
Program Council	58	300	300	-		0%	0%	
Leadership Development	-	500	500	-		0%	0%	
Library	-	-	-	-	-			reserve acct

Membership	221	250	500	-	406	162%	81%	
Total Music	4,304	5,900	5,000	553	3,108	53%	62%	
Publicity	1,526	2,300	2,300	-	225	10%	10%	
Seder expenses	-	300	300	-		0%	0%	
Green Sanctuary	-	360	360	-		0%	0%	
Racial Justice	2,074	1,200	1,200	-		0%	0%	
Celebration Events	966	1,000	1,000	-	319	32%	32%	
Worship Services	2,682	3,000	2,500	30	1,285	43%	51%	
Service Auction	491	600	600	400	400	67%	67%	
Yard Sale	550	600	600	-	433	72%	72%	
Total Committees	14,609	18,930	17,780	1,310	7,068	37%	40%	
RE Program Expenses	1,678	3,000	3,500	197	2,907	97%	83%	
Coming of Age (reserve funding)	500	500	500	-		0%	0%	
Youth Group Trips (reserve funding)	1,000	1,000	1,000	-		0%	0%	
OWL Facilitator Training (reserve funding)	2,000	2,000	2,000	-		0%	0%	
Youth Group	(58)	500	500	-	7	1%	1%	
Adult Education	350	2,000	2,000	89	541	27%	27%	
OWL Program	-	-	426	80	506			
Total Religious Education	5,470	9,000	9,926	366	3,961	44%	40%	
Fair Trade Coffee	2,059	2,000	2,500	-	1,693	85%	68%	
Grounds	3,045	3,000	3,000	-	(462)	-15%	-15%	
Snow Removal	8,725	7,000	7,000	275	4,765	68%	68%	
Emergency Eqp & Supplies	603	765	765	-		0%	0%	
Security	2,185	1,800	1,825	151	1,209	67%	66%	
Building Maintenance	6,926	5,700	7,000	1,088	5,746	101%	82%	
Inspections, Licenses, Permits	1,787	3,200	3,200	-	392	12%	12%	
Janitorial Supplies	941	1,000	1,000	27	366	37%	37%	
Kitchen Supplies	1,193	1,000	1,000	-	811	81%	81%	
Cleaning services	-	2,500	2,000	-	826	33%	41%	
Total Physical Plant	27,464	27,965	29,290	1,541	15,346	55%	52%	
Workers Compensation	1,045	1,200	1,083	-	1,083	90%	100%	
Umbrella Liability	350	550	550	-	550	100%	100%	

Multi-peril insurance/Liability	7,362	9,000	7,239	-	7,239	80%	100%	
Total Insurance	8,757	10,750	8,872	-	8,872	83%	100%	
Electric	3,506	3,400	3,650	378	2,532	74%	69%	
Gas	6,161	5,000	6,500	1,462	4,641	93%	71%	
Telephone	1,842	1,980	1,800	177	1,308	66%	73%	
Internet Service & WIFI	3,343	3,096	3,400	288	2,289	74%	67%	
Trash	1,179	1,250	1,250	109	809	65%	65%	
Water & Sewer	2,254	2,200	2,200	264	1,506	68%	68%	
Total Utilities	18,285	16,926	18,800	2,678	13,084	77%	70%	
Copier	4,100	900	950	-	574	64%	60%	
Postage	650	240	150	-	6	3%	4%	
Office Supplies	1,700	1,200	1,200	66	321	27%	27%	
General Office & Admin Expense	553	500	650	-	405	81%	62%	
QuickBooks fee	1,240	1,284	1,500	122	958	75%	64%	
Website Costs	589	375	375	-	22	6%	6%	
IT Hardware	2,454	2,040	2,040	319	766	38%	38%	
IT Software and Services	794	1,200	1,200	-	650	54%	54%	
Breeze Church Management	864	900	900	72	576	64%	64%	
Credit Card Transaction Fees	722	900	1,060	94	786	87%	74%	
Total Office & Technology	13,666	9,539	10,025	673	5,064	53%	51%	
Payroll Services - US Acct	2,622	2,810	2,745	515	1,920	68%	70%	
Attorney/Professional Service fees	-	500	500	-	-			
Total Professional Services	2,622	3,310	3,245	515	1,920	58%	59%	
UUA Annual Program Fund	12,600	13,706	13,706	1,142	9,137	67%	67%	
Loan Interest	12,209	12,480	11,600	952	7,705	62%	66%	
Total Non-Personnel Expense	115,682	122,606	123,244	9,178	72,158	59%	59%	

Total EXPENSE	430,291	469,889	454,324	36,773	289,483	62%	64%	
NET SURPLUS or (DEFICIT)	28,318	5,266	18,250	(13,611)	28,095			
Loan Principal Payments	13,727	13,365	13,365	1,209	9,586			
Transfer to Capital Reserves	14,591	10,000	10,000					
NET	-	(18,099)	(5,115)	(14,820)	18,509			

Unitarian Universalist Fellowship of Centre County		
Statement of Financial Position		
as of February 28, 2026		
	Total	
ASSETS		
Schwab (broker acct)	\$ 273	
M&T Checking	\$ 9,000	
M&T Money Market	\$ 1,000	
Citizen's Money Market Account	\$ 990	
Citizen's Minister's Discretionary Fund	\$ 9,313	
Reliance-Reserve Fund 6506	\$ 71,702	
Citizen's Checking	\$ 11,627	cash in the bank
Total Current Assets	\$ 103,905	\$ 103,905
Total Fixed Assets	\$ 1,589,839	
Total Other Assets - Food Cards	\$ 8,853	
	\$ 1,702,596	
TOTAL ASSETS		
LIABILITIES AND EQUITY		
LIABILITIES		
Building Use Deposits	\$ 1,100	
Accounts Payable	\$ 70	
Held for Endowment & Directed Gifts	\$ -	
Other Current Liabilities	\$ 7,137	
Total Payroll Liabilities	\$ 1,582	
Total Current Liabilities	\$ 9,889	

Total Long Term Liability - Reliance mortgage	\$ 178,201	
TOTAL LIABILITIES	\$ 188,090	
EQUITY - NET ASSETS		
Unrestricted Reserves		
Retained Earnings	\$ 142,037	
Capital Improvement Reserve	\$ 31,003	
Solar Panel Project	\$ (18,341)	
Deferred Pledge Revenue for FY 2026-2027	\$ 7,152	
Berry Non-designated Gifts	\$ 2,783	
Reserve for R M Sabbatical	\$ 6,000	
Ministers Discretionary Fund	\$ 9,600	
Reserve for DLRE Sabbatical	\$ 2,161	
Memorials	\$ -	
Seder Committee Reserve	\$ 6,631	
OWL Training Reserve	\$ 5,119	
Youth Group Trips Reserve	\$ 3,011	
Coming of Age Reserve	\$ 2,500	
Total - Unrestricted Reserves	\$ 199,657	57,619
Restricted Reserves		
	\$	
Total Building Addition	1,267,804	
Memorial Garden	\$ 12,194	
Memorial Garden Entry Subsidy	\$ 5,000	
First Sunday contributions	\$ -	
Library	\$ 331	
Aesthetics fund	\$ 639	
Music Targeted Gifts	\$ 425	
Holiday Bonus - Congregant Contributions	\$ 361	
	\$	
Total Restricted Reserves	1,286,754	18,950
TOTAL NET ASSETS - RESERVES & EQUITY	\$ 1,486,411	
Net Revenue	\$ 28,095	
	\$	
TOTAL LIABILITIES AND EQUITY	1,702,596	
		\$ 27,335

		available cash
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UUFCC Building Committee Report

March 10, 2026

Submitted by Troy Frank

Present: Andy Lau, Roxanne Toto, Troy Frank, Linda Eller

Meeting began at 7:06 p.m.

Budget

Nothing new as of 3/10/2026.

Projects

Shed rehab

On hold for now. We'll revisit this in the spring. Andy was asked by Rev. Tracy to provide our recommendations for consideration as part of a capital campaign, which he did.

Air conditioning for parts of the building

Andy was asked by Rev. Tracy to provide our recommendations for consideration as part of a capital campaign, which he did. No update on this as of 3/10/2026.

Rooftop Solar / Efficiency Audit

The main outstanding issue is claiming the federal 30% cost rebate. Martha & Christine have been working on this, and as of 2/9 have now turned in all the requested paperwork. Payment will probably be after June. No update as of 3/10/2026

Attic Stairs Failure

The Board has since approved the repair of the stairs. Andy ordered the replacement parts in late Dec, with an arrival time of ~2 months. Andy will check on status with Bhakti.

Exterior duplex outlets don't work

Phil and team completed this for the three outlets powering the gutter heaters. After last week's snowfall, they all appeared to be operating.

Still about 12 more outlets to do later, when the weather is better. Priority is the one on the outside of the lower exit.

Add outlet to Community Room wall for TV

This is completed as of 3/10/2026. Raspberry Pi is connected & working.

General Maintenance Tasks

Weatherstripping for foyer doors

Several exterior doors need new weatherstripping:

1. double doors in the Community Room (has tracks for a plastic insert) ,
2. rear exit by the Library
3. double doors by the choir area in the Sanctuary (brush type at least),
4. double doors by room 6 (brush type at least),

And the brush-type weatherstripping has been requested for the interior double-doors into the foyer. As of 3/10 the interior foyer door brush strips have come in. We have enough for 2 doors, but need a 3rd set (foyer, choir, and Room6 doors). The back stairwell door will need a different solution, still to be ordered.

Kitchen

Andy has asked Shunk's to provide an estimate to replace the remaining countertops in the kitchen. This will be submitted for consideration in any capital campaign. Shunk has, as of 3/10, provided an \$11,6000 estimate.

Replace mechanical parking lot light timers with electronic ones

Phil will consult with Miller Electric. No update as of 3/10/2026

Fresh air makeup system servicing in the kitchen / Fellowship Hall

As of today, Hazel got the make-up air heater working, but we have yet to confirm that it does not come on when the outside temperature is above room temperature. Dan from Hazel recommended we contact PBCI-Allen. Dave Bloom from PBCI-Allen claims the thermostat is built-in, and the heat won't come on if it gets warm enough. Need to check when weather is warmer.

David Bloom also wants to meet with the Building Committee to discuss contracting with PBCI-Allen to do the building maintenance. He will be invited to a future Tuesday morning meeting.

Kitchen heater in the ceiling near refrigerator

It had seemed to be working intermittently. Hazel thought there was air in the system. Andy thinks they found the air-release valve, but it's hard to get to. Today (3/10) the heater was working consistently.

Outdoor BLM banner clangs pretty loudly in the wind

The Board has started a subcommittee to evaluate signage outside, and within the building. Rox is on the group.

Downstairs boy's bathroom urinal

The Board has approval removing this urinal, as of 1/13. The downstairs urinal has been taped off and the valve closed. No update on this as of 3/10.

Misc Items

- Andy found that the dishwashing sink ceiling tile is getting air leakage because that ceiling area is open all the way to the storage room attic. Andy emailed Veronesi to consider sealing those areas off from each other. On a related note, when we were up in the kitchen attic we were looking at the area above the dishwashing area, and it appeared that one of the roof joists was wet, or had been wet in the past, indicating a roofing leak. Andy will share that with Veronesi. Veronesi hasn't responded with dates as of 3/10.
- Phil noted that the heater for the storage room doesn't work. That was moved from the old kitchen and may need to be replaced. No update as of 3/10
- The exterior walls in various places are getting attacked by carpenter bees. Our latest approach as of 3/10 is that Linda is going to gather the materials to try spraying peppermint essential oils, which is claimed to work.
- Several committee members have expressed a need to start documenting all the new tech-based systems that have been added over the last 1-3 years. For now these would go in our committee GDrive, under the "Systems Documentation" folder. Once documents for each system are created, we might layer on an "Overview" type document to tie them together. As of 3/10, documentation for all the batteries has been created.
- The one-hour emergency light test was run on both wings today, 3/10/2026

Sexton Updates

- Bonnie had asked for a bunch of doorstops to be installed. Some of the hardware needed to repair them has come in, and the committee will start repairing what we can.

Meeting Adjourned at 7:45 p.m.