

FUS Capital Campaign Steering Committee (CCSC)
Meeting Minutes
November 16, 2015

Present: Greg Giles, Linnea Asp, Allan Callander, Bill Karns, David Breeden, Jim Foti, Mike Illes, Tim Roehl

Guests: Ed Kodet and Daniel Kodet from the Kodet Architectural Group

7:00 Meeting started

1. Architect Update

a. Listening Sessions Feedback

- The Listening Session went smoothly. Daniel Kodet will distribute the notes they took during the session.
- Had a discussion about the pews, both aesthetic and symbolic, and the flexible use of the Upper Assembly Hall.
- Ed noted that there were no comments opposed to expanding the air conditioning.
- Ed Kodet commented that the meeting with the Aesthetics Team and the Building & Grounds Team also went well.
- We concluded that Ed should engage a landscape architect as a part of the project. Ed will consult with Roger Clemence on potential candidates.
- Ed had suggested that we consider using a range for the fund-raising, e.g., \$2-5 million, rather than a single target number. Ed also suggested planning the project in phases, some of which may not be executed, depending on the results of the fund-raising. We discussed the silos of deferred maintenance and updates.
- Tim will get the roof report and the storm water report to Ed.

b. Next Steps

- Ed is getting an environmental report from Nova.
- Ed will present design ideas as the CCSC desires. We are in the pre-design phase right now.
- Greg commented that we are looking at a 5-year funding time frame.
- Ed noted that the restrooms on the stairway landing present ADA (Americans with Disabilities Act) and building code compliance issues.

c. Timeline

- Forum presentation w/ Kodet is scheduled for Sunday January 31, 2016, and the congregational vote for the following Sunday February 7.
- Ed expects to have preliminary designs within a month

d. Prioritization

- Once designs are ready, the CCSC will review.
- We discussed solar options, both for electric and for thermal. Regarding the solar garden: Ed has a question about Energy Assistance programs, i.e., rebates. He is concerned that our solar garden agreements may impact our eligibility for those rebates. Allan will talk to Xcel about these concerns.

2. Team Updates

a. Fundraising

- The team did meet, and reviewed CCSC handouts.
- We discussed the issue of using a specific large pledge as a matching grant.
- The team is working on fleshing out the gift pyramid.
- Greg recommended that we use a word other than “pledge” for our campaign, in order to reduce confusion between annual stewardship pledges, and funds for the capital campaign.
- Mike commented that the recent meeting with the leadership of the foundation and the stewardship team was productive. There is still work to be done to balance the various fund-raising ambitions of all these groups.

b. Project Management

- All prospective members are now on-board. No meeting has been held yet.
- Allan identified 5 duties/responsibilities of the PM team. Some discussion about making sure that communications are coordinated with the Comm team.
- Allan suggested using a PM tool such as Asana (sp?) for the use of the CCSC. Greg also mentioned that he uses Base Camp at his work.

c. Communications

- The Communications team met on Sunday. All prospective members have agreed to serve.
- In the Comm team meeting, concern was expressed about the over-ambitiousness of the schedule, especially in light of the apparent widespread ignorance of the impending campaign. We discussed the possibility of postponing the vote until the annual meeting in May. The consensus of the CCSC is that we need to have a separate meeting for the vote, and have it sooner than May. The Comm team will discuss how quickly we can get the membership engaged in the process prior to the vote.
- The Comm team has been directed to pursue the issue of the campaign theme, and to bring ideas to the CCSC.

3. Campaign Budget

- Owing to the extended length of the meeting, we deferred discussion of the budget.

4. Next Steps

- Can we get a bio of Ed Kodet and KGA to communicate to the membership?

8:55 Adjourned

Minutes submitted by Bill Karns.