

First Unitarian Society
Capital Campaign Steering Committee
August 8, 2016
Minutes

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

7:00 Meeting started

Phil Duran reported that he will be conducting the steering committee meeting this evening, as Greg Giles will be taking a hiatus from the capital campaign.

1. Finance Report

Allan Callander stated that we are looking to the end of August or early September to move to Sunrise Bank. In August we anticipate getting an appraisal on the building in preparation for financing activities. Phil Duran reported that the Board of Trustees and the Foundation Board have granted approval to move forward with the loans as planned.

2. Fundraising Report

Linnea Asp reported \$1.7 million has been raised, and \$800K has been collected. The committee is actively soliciting members, and is still inviting people to the August 11 event. She assured the steering committee that all FUS members will be called or otherwise contacted by the fundraising committee. The committee is also exploring other avenues for fundraising, such as a music event.

3. Project management Report

Tim Roehl reported that the construction drawings are 95% complete, and that the contractor is moving forward in anticipation of the signed contract by sending drawings out for bids. We are working on the necessary variances, with a Minneapolis city meeting scheduled for August 11. The PM team has held meetings with various committees and teams at FUS, and the team reported that those meetings have gone well. Phil Duran suggested that we re-visit the issue of prioritization in September, after bids have come in.

4. Communications Updates

Bill Karns reported that the Comm Team is planning another website update and an email blast in mid-August to update the membership on recent activities of the capital campaign. Progress has been made on the chalice graphic to be used to publicize campaign progress. We are looking at kicking off the program year with the history project that was shelved in the spring.

Next steering committee meeting set for Monday, August 22, 7 pm.

Adjourned at 8:10 pm

Submitted by Bill Karns