

First Unitarian Society
Capital Campaign Steering Committee
July 11, 2016
Minutes

Present: Linnea Asp, Greg Giles, Mike Illes, Tim Roehl , Bill Karns, Phil Duran, Jim Foti (via phone)

7:05 Meeting started

1. Design Update
 - a. Contractors

Interviews have been conducted with the 4 candidate firms. From those interviews, 1 firm has been selected for recommendation to the Board of Trustees, who will take up that recommendation at their July meeting.

- b. Latest Changes

An application for a zoning variance is being drafted by Kodet for submittal to the city.

A meeting with Kodet was held to discuss the most recent feedback from FUS constituencies. Greg Giles related a brief summary of the changes that were addressed. Phil Duran raised the question of how the results of that meeting might best be presented to the congregation.

Over the next 5 weeks, once the contractor has been approved, more detailed work on the budgets in light of more specific cost estimates will be conducted.

- c. Meetings with FUS Groups

The Project Management team is setting up meetings with various interested committees, teams and other constituencies throughout the FUS community to discuss the current building designs and plans. These meetings will be conducted during July and early August.

2. Communications

Several items will be added to the website – the gift pyramid, the June 5 presentation to the congregation, the current Kodet design drawings. An email will be sent to all members this week to announce recent activities and progress. Tim Roehl will display some design materials in Lower Assembly Hall display cases. Teresa West will be asked to develop a beacon graphic that can be used to publicize fundraising progress.

Plans for upcoming communications were discussed.

3. Fundraising Update

Fundraising team is currently conducting about 5 member conversations each week. Current fundraising numbers are: \$1.6M in commitments from 49 households, and \$600K in financing that has been approved by the Board of Trustees, for a total of \$2.2 million. At a special meeting on July 18, the Foundation Board is expected to address the financing proposal presented to them last month by Allan Callander.

4. Prioritization of Alternates

Deferred until next meeting

Next steering committee meeting set for Monday, July 25, 7 pm.

Adjourned at 9:00 pm

Submitted by Bill Karns