

**FUS Capital Campaign Steering Committee (CCSC)**  
**Meeting Minutes**  
**May 31, 2016**

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

**7:05 Meeting started**

**Campaign Positioning Shift – What’s Included**

Greg Giles presented the preliminary project budget proposals from Kodet Architects as of May 26. The architects have delivered a two-part budget draft proposal. The first part is a basic project budget with total cost of \$3 million. The second part adds some possible “alternate” construction items to the basic project which bring the total cost to \$3.8 million.

**Fundraising**

In light of the fundraising success to-date, and the budgets received from Kodet, the fundraising team has recommended that the fundraising goal be moved to \$2.4 million, and that a “stretch goal” be set at \$3.4 million.

Allan Callander reported that the Board of Trustees has approved long-term financing up to \$600K, to be used as needed.

After review of Kodet’s proposals, and discussion of the various contingencies built into the budget, the steering committee agreed to authorize \$30K for Kodet to do design work for the alternatives outlined in the budget proposals.

Fundraising efforts have yielded \$1.322 million to-date. Large donor conversations continue and the gift pyramid height and width have both been increased, to accommodate FUS’s increasing membership rolls.

The committee discussed the potential for grants, particularly to fund the elevator work.

**Methodology / Timeline**

The project management team has recommended that construction commence this summer, with the goal of having the major exterior work completed by winter. This schedule will allow the interior work to proceed during the winter months, and will take advantage of the current labor rates, keeping project costs down.

**Annual meeting presentation**

Greg Giles gave a quick preview of the presentation he will make “unveiling” the architect’s plans on Sunday June 5 at noon. He will show some of Kodet’s drawings of the proposed changes, including the various alternative additions to the basic project.

The case statement will be finalized within the next 2 weeks.

Next steering committee meeting set for Monday, June 13, 7 pm.

**Adjourned at 9:00 pm**

Submitted by Bill Karns