Southeast Unitarian Universalist Summer Institute
Board Meeting Minutes
3:00-5:00pm Eastern, July 18, 2026
Radford University

Present: Stacie Vecchietti (President), Misty Lewis (Vice President), Andrew Diamond (Treasurer), Bethany Cecere (Secretary), Erin Lieb (Trustee), Jenian Taynton (Trustee), Mia Lazar (Trustee), Pooja Jhunjhunwala (Trustee), Claire Nutt (Senior Youth Representative), Maren Merkel (Junior Youth Representative), Amy Edge (Risk Manager), Ivy Breivogel (Board Administrator), Chris Breivogel (Director), Rebecca Wald (Director Elect)

Absent: Anthony Quandt-Judd (Trustee), Stephen Shanahan (Trustee)

Opening

- Check ins
- Chalice Lighting & Opening Words
- Call to order 3:23pm

Consent Agenda

- 2026-4-25 SUUSI Board Meeting Minutes.pdf

→ **Motion to approve the consent agenda**, seconded, approved unanimously

Officer and Committee Reports

- *2026-07-18 Officer & Committee Reports (in appendix)
    - Update to Director's Report: 543 people are registered as of today, and we have 2 less staff than predicted, so we should have a surplus in the budget this year!
    - Update to Nominations and Elections Committee: We have received at least one name of an adult running for the elected position on the board - Jill Vita!
- HeaRT Board Report (confidential)

→ **Motion to accept the Officer and Committee Reports**, seconded, approved unanimously

Appointment of SUUSI Director and SUUSI Director-Emeritus

→ **Motion to appoint Rebecca Wald as SUUSI Director and Chris Breivogel as SUUSI Director-Emeritus for 2026-27**, seconded, approved unanimously

Vote of Officer Positions

- President: Misty Lewis
- Vice President: Erin Lieb
- Secretary: Jenian Taynton

→ **Motion to elect Misty Lewis as SUUSI Board President**, seconded, approved unanimously

→ **Motion to elect Erin Lieb as SUUSI Board Vice President**, seconded, approved unanimously

→ **Motion to elect Jenian Taynton as SUUSI Board Secretary**, seconded, approved unanimously

Appointment of Members-At-Large

→ **Motion to appoint Erin Lieb and Jonah Goodman for the two appointed adult positions for the next term**, seconded, approved unanimously

Board elections and volunteer needs during SUUSI

Elevator Speech activity

Gratitude for outgoing board members

- Thank you, Stacie, Anthony, and Claire!

Adjourn 4:48pm

- Next Board Meetings
    - July 25, 12-2pm – Friday SUUSI Board Meeting (Radford University)

Minutes recorded by: Ivy Breivogel, Board Administrator, 7/18/2026



2026-7-18 SUUSI Board Officer & Committee Reports

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Board President

July 18, 2026

When we meet next, it will be the day before the 1st day of SUUSI 2025! It's almost here!

Since our spring SUUSI Board meeting/retreat, the Executive Committee [EC] met in April and June. During those meetings, the EC spent time debriefing how things went at the spring board meeting/retreat as well as doing preliminary planning for our July meetings. We also spent some time, in no particular order, discussing new Board member recruitment, officer succession planning, and organizing the SUUSI Board activities that will take place during SUUSI week.

The EC also spent time organizing and facilitating the *Ask An Officer Pop-Up Panel* that was hosted in May. This space was an opportunity for folks who were potentially interested in Board leadership service to hear from current officers and ask questions. I could not be more excited about the slate of officers that we'll be voting on during our pre-SUUSI meeting - it's a beautiful blend of experience and new energy and skills. Thanks to Misty, Erin, Jenian, and Andrew for not just being willing to step up, but for being excited about the opportunities that those new leadership positions will bring. The Board is in good hands moving forward to SUUSI 2027.

Shout out to Board members Erin, Andrew, and Mia who represented the Board at the Core Staff meetings over the past quarter. While we are on the subject of meetings, Misty and I have been holding monthly meetings with the Director Team, which is another way that the Board has institutionalized on-going communication and connection with staff.

I'll miss a lot of things about being on the board, but I won't miss writing these reports! 😂 If you have read this far, send me a quick email or text and tell me what you are most looking forward to about SUUSI this year.

I want to close by thanking each of you for all of the heart and time and brains that you put into your SUUSI Board service. It wasn't part of my plan to serve on the SUUSI Board, much less be President, but I am so deeply glad and grateful that I was asked. It has brought me so much closer to the community and deepened my commitment to SUUSI values. I'll see y'all around.


sow good.
SUUSI 2026

SUUSI Director

Director's report to the Board for July 18, 2026 Board meeting
Submitted by Chris Breivogel, SUUSI 2025-2026 Director on 6/30/2026

Overall, we seem like we have completed nearly all of the planning to be able to start SUUSI with just a few items left before we depend on campus, like send out the Confirmation NUUS (will go any time now) and Arrival NUUS, and finalize some data in SOLIS.

Registrations
As of 6/30/2026, 527 people are registered, and another 35 that have started a registration. The numbers are tracking pretty close to where they were in 2025, so I anticipate ~530 by the start of SUUSI. All staff appear to have been hired by now and we are at 137.45 of the 142.57 budgeted (not counting workshop leader credit). Currently we have hired 5.12 staff credits less than budgeted for a surplus of just over $5000.

Background checks
June 25 was the deadline for all authorized adults to complete the form to submit to a criminal and National Sex Offender Registry checks, and to complete Radford's online "Title IX/Institutional Equity" and "Minors on Campus" (MoC) trainings. I tracked all of the background checks, Radford tracked the MoC training and I tracked the Title IX training, and I sent the list of all authorized adults to the Radford University Chief of Police on the deadline. As of 6/30/2026 there is still 1 Co-op parent who has not responded (but also has not completed their registration) and a few Star Car drivers who have not done all of the requirements, but that will get done before SUUSI starts.

Budget guestimate
There are a lot of variables, but to make a guess based on a few items…. We are currently at 527 registrants and budgeted for 520. The model predicted that budget passed by the Board (after the corrected error was found post-approval) with 520 people would produce a deficit of about $1170, but just adding 7 people changes that to a surplus of $2112 (but don't Rush to conclusions… see what I did there?). We also spent less on the spring staff meeting, and are using fewer staff credits than budgeted, so I anticipate a surplus for 2026.

SUUSI Staff Meetings
There is still one virtual meeting planned for July 6, then in-person meetings at Radford July 17 (7-9 pm), July 21 (12:30-1:30 pm) and July 23 (12:30-1:30 pm).

Risk Manager

Insurance:
Our insurance carrier is Philadelphia for both Officers and Directors and commercial liability. Radford has been provided with a Certificate of Insurance, naming Radford University as an additional insured. I pointed out an error in SUUSI's name as the listed insured, which was corrected by the insurance company.

Drivers and Motor Vehicle Records:
I have established guidelines regarding the types of infractions and/or accidents on a Motor Vehicle Report that I need to personally review. I communicated those guidelines to Torie Camp (the vanmeister).. I have otherwise delegated review of the MVRs to Torie for compliance with our driving policy.

Waivers:
A question was raised on July 6, 2026, by a SUUSI attendee to me about the third-party indemnification language in the waivers. After discussion with the Staff and the current Board president, I will be adding a review of the waivers and the possible addition of definitions and explanations to clarify legalese.

Background Checks and Radford-Mandated Trainings:
These are being handled by SUUSI staff this year under the guidance of the Director. I have communicated to the Director guidelines for the types of issues in a background check that I need to review.

Finance Committee

		30-Jun-25	End of Year 2025	30-Jun-26	YTD Change
SUUSI					
	Fidelity Account - Zxxx9370	$96,167.18	$42,034.90	$105,379.44	$63,344.54
	Wells Fargo	$7,081.53	$2,418.62	$2,082.90	($335.72)
	PNC Bank	$0.00	$0.00	$0.00	
	Prepaid Cards	$263.27	$0.00	$0.00	$0.00
	PayPal Account	$0.00	$0.00	$0.00	$0.00
		$103,511.98	$44,453.52	$107,462.34	$63,008.82
	Less Liabilities	$0.00	$2,249.68	$0.00	($2,249.68)
	Net Equity	$103,511.98	$42,203.84	$107,462.34	$65,258.50
SUUSI Foundation					
	Fidelity - Operating Account (xxx990	$27,857.37	$36,349.41	$44,039.83	$7,690.42
	Fidelity - Operating Reserve (Zxxx03	$81,739.45	$105,910.88	$103,876.42	($2,034.46)
	Fidelity - Endowment (xxx916)	$145,273.47	$174,859.79	$197,462.78	$22,602.99
	PayPal Account	$0.00	$0.00	$0.00	$0.00
		$254,870.29	$317,120.08	$345,379.03	$28,258.95
Aggregate for Both SUUSI and Foundation		$358,382.27	$359,323.92	$452,841.37	$93,517.45

*note

*note

*note = 29,000 transferred to Foundation from SUUSI

Income Summary - to Date

Registration, Housing, & Meals	0 (Note, there are $280,381.75 in registration deposits)
Earned Credits for Staff	0

Workshop Income	0	
Sales Income	0	
Other Income	3,491	(Note: 1260.58 interest, 2230.41 donations to SUUSI)
	3,491	

Expense Summary - Top Expenses

Host and Dining Costs	0	
Programming & Support Expenses	717	Nightlife/TWOB
Workshop Expenses	581	Nature Checkout
Sales Expenses	2,961	Credit Card Processing Fees
Other Expenses	2,163	Equipment Deposits
Corestaff, Board & Corporate Expenses	9,290	Corestaff Mtg, Insurance, Tax Filing, Board
Total	15,712	
2024t Surplus/(Defici)t	-12,221	

Foundation Notes

To SUUSI Foundation From SUUSI surplus 2024	0
Foundation Payment of Reg/Housing SUUSIShip	0
SUUSIShip and other collections to Foundation	0
	0

Accounting Software

- 2025 Expense reimbursement and accounting completed using Google Sheets. We will look again at Zoho Books expense app for iPhone and Android for next year.
- Ledger continues to be performed in parallel between Zoho Books and Google Sheets. New format sheets are working well and precisely parallel our budgeting process.

Taxes and Government

- SUUSI Corporate Registration was renewed ahead of the deadline.
- Federal Tax extension was filed for 2025 taxes before the deadline. 2025 Federal Taxes are in process approx 50% complete.
- Joyce and I are planning for completion and filing of IRS Form 990 by 8/31/2026 ahead of 11/15/2026 deadline.

Risk Management

- Insurance, Background Checks, and Waivers are in place.

Banking

- Chris and Brian have implemented and issued the Charity Charge cards for expenditures this year.

Financial Outlook

- I anticipate SUUSI2026 will land in a range between a $5k surplus to $15k deficit this year based on the budget and SOLIS registrations to date.

Foundation

- The Foundation is managing SUUSIships and we are working on the "75 for 75" campaign. Note that the foundation is approx $110k ahead of this time last year.

Nominating and Elections Committee

Updates:

- Committee members: Anthony, Atlas, Bethany (Chair as Board Secretary), Claire, Jenian, Rebecca
- Community Member (TBC): Heather Tsuffis

The committee chair communicated with members individually since our last meeting on January 20, 2026.

Committee members reached out to the list of names previously generated. The Committee also generated some new names and revisited some previous names.

The Board hosted a virtual Beyond SUUSI offering on June 9, 2026 at 7:30 PM. We had a lovely discussion with Jim Blowers, the one non-board attendee. Jim was more interested in keeping his stellar perfect attendance at Beyond SUUSI events than being a SUUSI Board member.

We would like to appoint Erin Lieb for a new term.

We would like to appoint Jonah Goodman to the Board. (Thanks, Ivy for talking to Jonah for us!)

We are hopeful that additional candidates will self-nominate before Tuesday of SUUSI to run in the election. We hope to do a social media post as well as follow up with a few more people to meet that goal.

Bylaws and Policy Committee

For SUUSI 2026, much of the committee's work focused on policies related to minors, including youth, teens, co-op, and guardianship. A subcommittee also worked to streamline the language around behavior and expectations throughout the Policy Manual. While that effort was not completed during this SUUSI year, it laid important groundwork for future revisions.

This year's work culminated in the presentation of several proposed policy changes and a guardianship form at the Spring Board meeting. During that meeting, the Bylaws and Policy Committee presented a series of policy updates and revisions related to youth and teens. In addition, the committee convened via email in early May to affirm the description of the Bylaws and Policy Committee.

The following changes to the SUUSI Policy Manual related to the Bylaws and Policy Committee were presented, voted on, and approved at the Spring Board meeting:

- Section 12: Rules for Teens (Age 14-17)
- Section 13: Rules for Youth (Age 0-13)
- Section 15: SUUSI Child Care Cooperative Code of Behavior
- SUUSI Guardianship Form

As we move towards SUUSI 2027, the committee will considering the following work:

- Clarifying and streamlining the expectations/code of behavior for SUUSI participants, staff, and Board in the SUUSI Policies.
- Developing a policy related to the use of AI.
- Study the loss of youth, teen, and young adult participations at SUUSI

Outreach Committee

Outreach executed a multi-pronged plan to reach out to SUUSI audiences this year, using both digital and traditional outreach tools to **strengthen year-round engagement to build bridges to audiences and reconnect with lapsed attendees**

- **About a dozen SUUSI Ambassadors** engaged regular attendees to personally outreach to friends, family and fellow congregants with SUUSI materials, via tabling, emails, newsletters, etc., supported with the SUUSI 2026 Media Kit.
- We established a pilot **discount program** this year to entice new attendees and bring back folks who stopped attending during virtual SUUSI, and reward regular attendees who refer NUUBIEs and the lapsed attendees.
    - Details: As of 7/6, **124** people who were either new or returning after years away. We also rewarded **44** referrers.
- Outreach Committee member and Board member Erin Lieb continued her work, leading **Beyond SUUSI** monthly workshops to strengthen year round engagement. Recent workshops included " Are you Board-curious?" and "SUUSI Connections."

Earlier this year, I sent out 1200+ physical postcards to all attendees who haven't attended since 2022- from the previous seven SUUSIs - announcing the SUUSI 2026 details and outreach incentive program.

Outreach and technology teams updated **SUUSI.org website**, as we switch platforms to wordpress from the previous technology. Outreach worked on streamlining content, while the Technology team is working to restructure SOLIS. The website was launched before registration began.

While social media engagement is low, we continue to work on keeping the SUUSI Friends page on Facebook an authentic outlet for attendees as well as working to build up other social media outreach methods.

a. Official SUUSI site: https://www.facebook.com/SUUSInstitute
b. SUUSI Friends: https://www.facebook.com/groups/269098413195310
c. Instagram: https://www.instagram.com/suusilove
d. Youtube: https://www.youtube.com/@SUUSI

Foundation Board

The SUUSI Foundation, Inc. July 2026

The SUUSI Foundation Board President Fall Report

The SUUSI Foundation Board of Directors consists of 7 individuals who are passionate about SUUSI and its future. The Board meets several times per year and coordinates all fundraising efforts for SUUSI, including The Endowment Fund and SUUSIships. Here, you can meet our members and also find links to the meeting minutes, policy manual, and bylaws.

Nicole Tearno: Board President (“at large” appointee)
Michale Tino: Board Vice President (“at large” appointee)
Joyce Munro: Board Treasurer (“at large” appointee)
Ian Hochberg: Board Secretary (“at large” appointee)
Misty Lewis: Board Member (SUUSI Board appointee)
Andrew Diamond: Board Member (SUUSI Board appointee)
Mia Lazar: Board Member (SUUSI Board appointee)

President’s Report: Endowment Landmark Success, 75 at 75 Campaign Launch, SUUSIshipBuddy Program Rollout, and Financials

Dear Members of the SUUSI Board,

I am thrilled to share this presidential report as we arrive at SUUSI 2026. In honor of celebrating our 75th anniversary last year, we are keeping that incredible momentum alive this summer by officially launching our major **75 at 75 Endowment campaign**.

Following our winter planning sessions, we have transitioned from the quiet phase of our capital campaign into the active rollout of this historic fundraising initiative. Our momentum has been remarkable. Recent targeted outreach has yielded highly positive results, with multiple donors stepping forward with specific commitments ranging from $1,000 to $10,000. Additionally, I am deeply grateful to announce an anonymous $5,000 pledge toward the campaign, payable by December 31. This enthusiasm and generosity position us beautifully as we launch our community- wide campaign at SUUSI.

To bring the 75 at 75 campaign to life on-site, we are creating an immersive, narrative-driven **8-page zine** featuring a "seed-to-forest" theme. The front half honors our rich history through reflections from our past, while the second half invites the community to envision our future in terms of sustainability and growth. Hundreds of copies will be distributed at registration tables and the Sunday Social, alongside an interactive poster board where attendees can write down their dreams for SUUSI's next chapters. We will also feature prominent campaign promotions, including a 5-minute address by Michael Tino at the Ingathering, matching pre-gathering slides, and integrated QR codes in both the zine and our Mug Book advertisements, linking #directly to our new campaign webpage.

Operationally, due to tight scheduling constraints, we have decided to postpone the donor appreciation reception to SUUSI 2027. This allows us to prioritize early planning and give our deeply valued stakeholders appropriate advance notice next year.

On the community care front, our envisioned mentorship goals have officially materialized into the **SUUSIship Buddy Program**. This summer, we are actively matching 23 families receiving SUUSIship awards with dedicated volunteers from our board. Each board member has stepped up to work with one or two families, helping them navigate future staff positions, integrate into our daily community, and feel thoroughly supported before, during, and after their time at SUUSI.

Finally, I am proud to share our financial snapshot reflecting our historic climb toward long-term sustainability:

- **Endowment Fund:** $200,000+ (with at least $10,000 in outstanding pledges, bringing our projected total to **$212,000**, compared to $174,859.79 in December)
- **SUUSIship Funds Allocated for SUUSI 2026:** $22,929.75
- **Reserve Fund:** $103,876.42
- **Checking/Savings Account:** $44,039.83

This growth is a testament to the collective heart, stewardship, and generosity of our board and wider community. Thank you all for your profound dedication. I look forward to walking the beautiful paths of SUUSI 2026 alongside each of you.

In community,

Nicole Tearno
Foundation Board President
The SUUSI Foundation

Mission

The SUUSI Foundation strives to ensure the long-term health of the Southeast Unitarian Universalist Summer Institute, also known as SUUSI. The SUUSI Foundation is charged with

managing and growing the SUUSI Endowment Fund and funding SUUSI's scholarship program, SUUSIships.

Primary Functions

- Maintain a separate 501c3 and act in tandem with the SUUSI organization to support long-term community goals.
- Manage and invest the foundation and endowment funds.
- Oversee the SUUSIship selection process and pay the SUUSI organization the cost of these scholarships from an account that is earmarked for SUUSIships
- Maintain a website that the community can use to read our meeting minutes, attend our upcoming meetings, learn about our mission, and make donations.
- Lead fundraising campaigns to ensure financial stability for generations to come.
- Approve grants to the SUUSI organization as their operating funds become depleted so they can continue to pursue their mission.
- The Foundation Board President is invited to attend SUUSI organization board meetings and should attend as often as possible.
- The Foundation Board President shall be informed of timelines and deadlines set by the SUUSI Core Staff for newsletters and communications to the SUUSI community.
- The SUUSI Foundation Board meets ***at least*** three times per year, and committees may meet more often to work on specific initiatives.

Committees

- The SUUSI Foundation Fundraising Committee:
    - Committee members: Ian Hochberg (chair), Joyce Munro, Andrew Diamond, and Mia Lazar
- The SUUSI Foundation SUUSIship Committee:
    - Committee members: Michael Tino (chair), Nicole Tearno, Misty Lewis