

Board Meeting Minutes, February 25, 2015

| Board | | Present | Absent |
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| Chair | John McCrystal | X | |
| Past Chair | Kitty Durham-Jones | X | |
| Vice-Chair | Carlos Hoyt | X | |
| Treasurer | Judy Kleen | | X |
| Secretary | Dennis Rankin | X | |
| | Debra Boyd | X | |
| | James Brown | X | |
| | David Douglass | X | |
| | Fujio Hayashi | X | |
| | Nina Lewis | X | |
| | Marge Lynd | X | |
| | Nancy Nehring | | X |
| | Joe Pierce | X | |
| Youth Representative | Gus Roussi | X | |
| Staff | | | |
| Sr. Minister | Rev. Mark Belletini | X | |
| Assoc. Minister | Rev. Eric Meter | X | |
| DRE | Lane Campbell | X | |
| Administrator | Brian Hagemann | X | |
| Guests | | | |
| David Richter | Jim Conlan | Tony Skrabak | |

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| 1 | <p>Opening and Welcome</p> <ul style="list-style-type: none"> • Chalice Lighting • Centering (Board Reading – Carlos Hoyt) • Check-in with Staff and Board members <p style="text-align: center;">Meeting started: 7:00 pm</p> |
| 2 | <p>Consent Agenda:</p> <ul style="list-style-type: none"> • Approval of January 28th Board Meeting Minutes <p>Approved with commented change in item 9, we are not limited to the choice of three members.</p> |
| 3 | <p>Interim Search Update (Jim Conlan)</p> <p>Nancy Nehring did a great job with the sign that has been placed in the gallery providing a timeline explanation. The next month is busy with learning sessions for the congregation. The committee is planning on several meetings with the congregation. Jim questioned on how to approach background checks for the candidates. Lane commented on a particular service used for RE there is a service for teachers. A more in-depth check would be necessary. Jim commented that there may be a check already completed by UUA – they would share if one was available. David Douglass commented that the validity of the report depends how long back the investigation was done. Timing is essential in making the candidate choice and Jim was concerned about the length of time this check will take. Lane Campbell will check into background check process for Jim. Steve Abbott will address the congregation at the mid-year meeting.</p> |

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| 4 | <p>Mid-Year Congregational Meeting (All)</p> <p>Steve Houser will talk and provide a written report. The agenda needs to have the wording for the loan. David on food, what is the number of people to feed - 150. David has several people lined up to bring food and use biodegradable disposable ware. Documentation concerning the meeting will be in John's mailbox for the meeting. Sign in will be handled by Marge, Debra, Kitty, and Carlos.</p> <p>Dennis to take care of the June minutes – 100 copies. John will send copies of agenda and proposals to the Board. John will send out a blast announcing the meeting, bulleting the highpoints of the meeting. Number of members reported to is how we determine if a quorum is met.</p> <p>Capital Campaign Update – Kitty Jones – talked to Lincoln the big news is that we are running ahead of budget. David Richter – final building updates (doors and skylight) had a savings of \$28,192. By shifting some funds around, we may be able to put some of the solar panels on the roof to promote our green approach to the environment, this would aid in saving approximately 8% on electrical cost. The construction committee approved that the archives storage will be moved to the RE closet after locating some other storage concerns. This will be completed for GA. Brian has plans for the landscaping produced by Amy.</p> |
| 5 | <p>Stewardship: Annual Budget Drive, Board Orientation (All)</p> <p>Most of the Board has signed up. Let John know if you are interested.</p> |
| 6 | <p>Staff Report Highlights:</p> <ul style="list-style-type: none"> • Rev. Mark Belletini (see report) Suggests a policy update to address the safety of the congregation to have contact information of individuals participating in choir, convent groups, etc. in case there is an emergency. This would apply to people who may not be members. John McCrystal suggested to make this a discussion and vote at the next Board meeting. • Rev. Eric Meter (see report) We have lost 2 coming of age teachers. Rev. Eric was asked to write a paper by a peer, and he had to say “no”, because of the series of events coming up at the church. A word that he normally does not exercise but sometimes is required in his busy schedule. • Lane Campbell (see report) Everything is in the report. • Brian Hagemann (see report) Brain has a full set of plans for interested parties to review for the near future construction to take place. He is looking into and planning what will the summer look like as it pertains to safety of the congregation. He will finalize these plans in April. |
| 7 | <p>Youth Update (Gus)</p> <p>Gus reported that April youth group trip has just brought in \$300 for that trip, through the recent bake sale they held.</p> |

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| 8 | <p>Governance Update (Carlos)</p> <p>The task force is looking at governance policies. The management of the church personnel policies, as we move, will fall under staff functions. Evaluation of programs, reviewing to understand them better and a Board self-evaluation. They hope to have the proposal for the new governance piece by end of the year.</p> |
| 9 | <p>Leading Change exercise (Lane)</p> <p>The membership of First UU and its leadership are undergoing changes in the near future. Those changes includes: senior minister transition, Lane's ordination, construction, board reduction, committee restructure, robust stewardship governance change, arrival an interim minister, GA, more visitors (due to GA), and our 75th anniversary.</p> <p>As Lane explained, there is a cycle of emotion that change brings about and both membership and leadership are susceptible. It was widely agreed that leadership is ahead of this curve and also recognize that it is our responsibility to help membership move along this curve, mainly through communication. See enclosed "The Roller Coaster of Change".</p> |

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| 10 | <p>Budget and Finance (Debra/David)</p> <ul style="list-style-type: none"> • Endowment Change Is in force • Loan Task Force CS and Kemba banks were approached. They both came back with about the same options and percentages. Construction Loan – Extension Loan 4.75% interest. CS is proposing a 7 and 7 option which helps us with our finances. Kemba – 10 year. CS on the construction loan on a 5 5 and 4 schedule. <p>We are looking \$80K shortfall from the Capital Campaign. We need to secure congregational approval on up to \$150K to commit to the building –this has been approved by the finance committee. This will take us back to \$625K of indebtedness. CS caps the interest rate. We can reduce our payments \$15K per year after rolling over the current principle. This can vary depending on additional CC contributions and how much we take out for building construction.</p> <p>John – How do we be good stewards of the money, not to go into additional projects to spend more money?</p> <p>The worse possible case is that the payments work out to be the same we are paying now. There will be savings this fiscal year – new loans do not pay for one month and there will be a reduction in the interest rate. John cautions the Board members in the future to keep a tight fist on dispensing money to future money needs. It is prudent to move forward with this in mind.</p> <p>Motion: The Green and Growing Campaign has successfully raised \$1,585,000 and we have already completed the roof and skylight replacement and replacement of all the exterior doors in the Worship Center and Gallery. The final phase of the project is the replacement and upgrade of our restrooms and the addition of a classroom wing. The current estimated cost is approximately \$85,000 more than the total funds that will be paid by March 2018. Since we will not have a firm price until mid-March, and since we want to allow for potential unplanned contingencies, the Board is proposing that the construction loan approval be expanded to allow for a potential increase in debt at the end, March 2018, in an amount not to exceed \$150,000. We are not planning to use all \$150,000 and will not accrue interest on any funds until they are borrowed, but the banks are recommending that we have some allowance for contingencies beyond what is already included in the current estimate. At the same time we will be refinancing our current mortgage to take advantage of the more favorable interest rates currently available.</p> <p>If there are concerns, send to Tony</p> <ul style="list-style-type: none"> • Operating Budget Update and Conversation New members/household – all have pledged |
| 11 | <p>General and Districts Assembly Update (Debra/John/Carlos)</p> <p>Debra needs to know who is going to District Assembly, which is planned for March 28 at Niagara Falls (Friday through late Saturday afternoon).</p> |

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| 12 | <p>Proposals to discuss: (Lane)</p> <ul style="list-style-type: none"> • AEP name change Lane wished to change Adult Education Program to Adult Education - a simple word change. Debra made motion to change, all approved • Classroom management change Lane provided changes to the policy prior to tonight's meeting (see enclosure). Because of time, John has asked the Board to email questions to Lane after reviewing these changes and this will be on the consent agenda. |
| 13 | <p>Wrap-up</p> <ul style="list-style-type: none"> • Thank you cards • Next events: <ul style="list-style-type: none"> • 3/1 Mid-year Congregational Meeting • 3/11 March Executive Committee • 3/25 March Board Meeting <p>Adjourn: 9:02 pm</p> |