

UTUUC Board of Trustees Meeting Minutes

August 9, 2016 – 805 South Blvd.

6:30 PM

In attendance:

Board - Alec Brownlow, Kathy Clark, Dan Crimmins, Anne Devaud, Larry Kameya, and Amanda Sonnenborn;
A-Team - Emily Gage and Elizabeth Plummer

- Centering – done at 6:35 by Emily
- Consent Agenda and A Team Report (Dan)
 - Kathy suggested the minutes are called ‘Minutes’ and not ‘Notes.’ All agreed.
 - Larry commended and thanked Emily for taking over some of Alan’s duties this summer.
 - Kathy motioned to approve agenda. Larry seconded. Unanimously approved.
- 1019 South Blvd. Update (Dan)
 - Closing on the property will occur next week (week of Aug. 15, 2016).
 - Insurance coverage is being sought.
 - Oak Park zoning changes, allowing the building to be used for office use by a religious group, was approved at a Zoning Board of Appeals meeting a week ago. It will go in front of the Village at their Sept. 6 meeting.
 - The Phase II Environmental Report did not reveal anything significant. The tank did not leak and it will be appropriately treated and ‘abandoned in place.’ There are chemicals in the back space soil (origin and timeline not fully known), approximately 3 feet in depth. The soil will be removed and new soil will be laid, so that a tree, a garden, and/or other plants and projects can be safely implemented, if the congregation so desires.
 - An update on 1019 will be presented at a Sept. 18th Town Hall meeting (which does not need a quorum, as there will be no voting).
- 1019 South Blvd. Financial Planning (Dan)
 - Carrie Clark is seeking more bids for the build-out, as she thought the first one came in a bit high.
 - Elizabeth shared her thoughts on value engineering and how to lower some costs, yet it would then impact the intended use of building.
 - Elizabeth reviewed 5 areas of financial information, being: Ziegler payments to UTUUC, Ziegler Loan, Annual Investment to Contribution Account, Community Bank Mortgage Additional Loan Repayments, and Capital Campaign Estimate of Cash Flow.
- Ends Statements update (Rob, Michelle and Emily)
 - This will be reviewed at September’s meeting.
- Unity Temple Preservation Update (Dan)
 - Concrete and plaster work needs to be done on Unity House’s beams.
 - Restoring zinc came and art glass continues to be addressed.
- UTP, LLC update (Dan)
 - UTRF has not raised any significant contributions, but their work is ongoing.
- Other New Business
 - Amanda emphasized that we are all cognizant that Dan’s term ends in December.
 - A Ministry Committee will be formed with two goals in mind: 1. To assist Alan in finding the healthy balance regarding his duties and his health concerns as he returns in September, and 2. To conduct his evaluation. The committee will be Alec, Kathy and one more individual, with Larry as a brief Adjunct Consultant regarding the evaluation process. The committee will meet prior to August 30th, which is the A Team’s first meeting with Alan back.
 - Kathy spoke about being mindful of addressing the issue of attempting to nominate people of color.
- Adjourn at 8:35. Larry motioned it and Amanda seconded it. It was unanimously approved.