



UTUUC Board of Trustees Meeting Notes
September 13th, 2016 - 805 S. Blvd
6:30pm

Attendees:

Board: Alec Browlow, Kathy Clark, Dan Crimmins, Larry Kameya, Michelle Mascaro, Alison Price and Amanda Sonneborn

A-Team: Emily Gage, Elizabeth Plummer and Alan Taylor

Guest: Kellie Kelly.

Thank you to the Chalice Fairies for your lovely box of snacks!

Centering – done at 6:33 by Alan Taylor.

- Revisited our 2012 Board Covenant, with the request that our Board (perhaps with

Consent Agenda and A-team Report. (Dan)

- Reminders of September Capital Campaign going out via various channels (emails, letters and announcements).
- UTUUC Lock Box at Chase Bank: Resolution will be drafted and then voted on. Then Alison (as Board Secretary) will sign resolution. The Elizabeth will take it to Chase to get the names changed from Joan Suchomel and David Sadowski to Tracy Zurawski, Amanda Sonneborn and Elizabeth Plummer instead. Larry motioned to adopt motion Amanda created. Alec seconded. Unanimous Vote.
- Larry motioned to approve consent agenda – Michelle seconded. Unanimous Vote.

1019 South Blvd Space Plan Presentation (Dan and Elizabeth)

- An Interior Designer has presented his service to help us design the interior, will work the architect. Next presentation will be on September 26th.
- Cook County suggested that we hold off on submission approval of tax exempt until we have proof that we are converting from a pool hall and making a religious use function. Putting this on hold until construction starts.
- Project Schedule: We were originally going to sell and empty by the end of October. September 30th for UTUUC Members, and October 1st for General Sale. Starting in November we planned to start the construction – giving us a 14 week schedule –which would get us to March for occupancy. Pushing off the work due to the interior work, may have us off schedule. Our interior designer though is also reviewing where our budget can go down too.



- Sale: Karin McMillian has done a wonderful job cleaning and preparing items for sale. We have sold one table and rack and bench. A few other things have sold. And we have leads on other sales too.
- Design: Minor tweaks to the design. We won't be keeping a pool table however due to the sale.
- Fundraising: Beyond the sales, having a registry for furnishings of the building (chance to buy for the building specific things – desks, chairs, etc). Not just a monetary appeal, but very specific. Will mirror a “winter appeal” in-between the fund drive and the auction.
- Successful zoning approval from the Oak Park Village Board last week allowing us to use the building.
- Demolition of the back room won't begin until at least November.

Special Congregation Meeting (Dan)

- First part of the meeting (Quorum needed) will be to accept meeting minutes from April meeting. Then will be to vote on the Covenant of Affiliation between UTUUC and Rev. Scott Aaseng, Affiliated Community Minister. He will not be at that meeting, but we may test video feed. Alan will be there to address any issues if need be however. Role will be working with our Faith in Action Coordinator. Larry motioned to approve covenant, Kathy seconded. Vote Unanimous.
- After formal meeting, we will have presentation on 1019 – what has happened in the 5 months – when we have closed. Update to Environmental report. Update from Karen M on the cleanout and sale. Update from Frank (the architect) on the design of the building (based on our programming meeting). Carrie (our PMA) will discuss the schedule and managing the budget and cost control. Then Dan will discuss the financial plan and how people can get involved (fundraising and volunteering our skills). Unity Temple Building Restoration update will also happen. Sunday October 2nd will be the start of the Annual Fund drive. And reminder of the naming contest.
- Signup sheets will be available during check in and after the meeting for volunteers. Elizabeth wants us to help Tina “work” the table as needed.

Ends Statements (Michelle)

- Michelle, Rob and Emily worked on them. Ran them by Roger who also ran through his co-worker.
- Reviewed Final Draft (Values, Mission and Ends Statements) and board has seen draft and will follow Rob's plan for sending to the congregation and setting up the listening campaign.
- Bravo to this sub team for pulling together this into 8 ends statements.

Unity Temple Preservation Update. (Dan)

- Dan provided update on the scaffolding coming down. The zinc work needed will now happen (vendor is making it). Plaster work being done – then paint will start. Mechanical systems are going well. Not putting in geothermal until after the inside work done. Occupancy permit date TBD.
- United Lutheran hosts are very gracious and will look to hosting them at a party thank you event.



Nominations and Succession

- 2 candidates have been identified for 2017. Next meeting will be Monday night.

Other New Business

- Note taker needed next month!

Meeting Adjourned at 8:01 Michelle motioned to adjourn. Kathy seconded – vote unanimous.