



## **UTUUC Board of Trustees Meeting Notes**

December 6, 2016 - 805 S. Blvd

6:30pm

### Attendees:

Board: Rob Bellmar, Dan Crimmins, Anne Devaud, Larry Kamaya, Michelle Mascaro, Alison Price

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

Guests: Kellie Kelly, Betty Jachim

Centering – done at 6:34 by Alan Taylor.

### Consent Agenda and A-team Report. (Dan)

- Sent last Friday: includes financial reports, updated from Capital Campaign, Annual Meeting information, last month's minutes and A-team reports.
- Clarification on the Capital Campaign: We did not include the write-off in the final amount.
- Clarification on the Donor Wall: Nothing has been done with that yet, still have as a line item.
- 99 visitors for 2016 – roughly 50% lower than number of visitors prior to years when we were in our building. Dan is going to follow up with Tina on details of the numbers. Rob suggested that a future meeting we invite the Membership Committee into discuss their strategy.
- Michelle commented on the new end statement – easier to read.
- Michelle motioned to approve consent agenda – Larry seconded. Unanimous Vote.

### 1019 South Blvd (Dan and Elizabeth)

- Interviewing firms based on the bids at this time, helping to get feedback on work and budget.
- Wrapping up contract with the main buyer of tables, individual also had firm that did the tuck-pointing.
- Some moisture issues inside while we are working on things, dehumidifiers are helping some.
- Next steps on indoor work will be discussed this Friday with Dan, Elizabeth, Beth Scanlan and Steve Kelley.
- Reminder that the lease of 805-807 is valid until end of July.

### Unity Temple Preservation Update. (Dan)

- Work is still being done inside and outside. Time for re-enter building is still TBD based on work progressing.
- Plastering is being done inside (3 layer process). Final layer needs 28 days before painting done.
- Outside of the building is on hold until after the winter weather, what is not done yet. – We may end up having occupancy before the exterior is done (the inside of the building will be ready but the outside won't be).
- ADA accessibility: Permanent chair lift in Sanctuary. Portable one to be used there and in house too.
- This coming week the indoor scaffolding will be taken down. A big step towards seeing finished product!
- Our lights are all coming together (wood, art glass that was in LA, and the electrical work being brought to code).
- PMA (The project manager company) has recommended that we increase the project budget (to allow for proper loan funding) and we are reviewing the details of that before we make any decision.



#### 2017 Budget (Elizabeth)

- Annual Fund Drive: Now up to 283 Households – bring total pledges up even higher. Of the households we have yet to hear from and are on our reports of people we are calling. – About \$80,000 potential pledges outstanding from active members (100k from all outstanding pledges) Budget is off (\$30,000) even after drawing on our savings.
- UTP had discussion today about:
  - What it costs to maintain the building and how long it will take to ramp up and get the rental money that we need to. The discussion was well received. Also discussed negative impact on membership and visitors and how it affects our ability to fund maintenance.
  - Dan has some homework to do (send budget once approved and membership trends over the last years – as well as R.E. registration numbers). Final homework is to create business plan on what we think we can earn from wedding rentals base on improvements in air conditioning and kitchen, etc. Will take a week or so to get together – will not get an answer from Alphawood before our annual meeting.
  - They are looking at this as a new grant request (to hire a rental manager, to market building as a wedding destination, and capitalize on opportunities as we move back to our building). UTP agreement has been made already to allow for rentals, tours and congregation use. If Alphawood is not able to help us, we would need to revisit cost cutting measures.
- 2 options: Present unbalanced budget and hope for 2/3 vote for (with the note that we would make budget balanced if we didn't fundraise the other in new members). OR Present a \$30,000 Saved budget that is balanced (assuming our members meet the pledge drive commitments).
- Important part of our budget is the story – going back to the building, the new building, and the membership status. Could we call out # of families that increased or turned in pledges on time?
- Motion to present unbalanced budget as presented tonight: With the story of outstanding and potential – and with understanding that if the budget is not met cuts would be made. Rob made motion. Michelle seconded. Vote Unanimous. We missed Amanda at this meeting.

#### Annual Meeting Agenda Review (Elizabeth)

- Agenda: Nominations, Motions for End Statement, Budget and then Membership Motion.
- Clarification: Quorum is at the beginning. 2/3 of the people there at voting for the
- Anne Devaud will take the notes for the meeting as well as Alison.

#### Other New Business

- Betty requested that we have better input (even use survey monkey.com) to allow for greater congregational feedback on budget issues as well as what their money goes to. More transparency and dialogue based around pledge drives and fundraising.

Meeting Adjourned at 8; 43- Larry motioned to adjourn. Anne seconded – vote unanimous.

*Thank you (Again!!!) to the Chalice Fairies for your lovely treats for our meeting!*