

UTUUC Board of Trustees Meeting
July 14th 2015 - 805 S. Blvd 6:30pm

Notes

Attendees:

Board: Carrie Bankes, Kathy Clark, Dan Crimmins, Alison Price, Rob Bellmar, Steve Kelley, Larry Kameya, Beth Scanlan

A-Team: Emily Gage, Elizabeth Plummer

1. Centering done at 6:35 by Emily Gage
2. Consent Agenda – A-Team Report, Financials and last month's notes.
 - Question about budget from pledges – currently short from annual fund drive against budget. Reminder that the Drive moved to mirror calendar year. Next annual fund drive will be in October.
 - Clarified commitment to Alphawood and discussed schedule of gifts received (everyone one is doing differently). Request to have communication sent out to congregants reminding them about our financial obligations based on consistent income. Discuss differences between annual giving and monthly report.
 - UTRF and UTUUC communications teams met to review a social media plan about getting the word out /public relations and cross sharing information. Looking to have restoration information and stories shared.
 - Steve motioned to approve consent agenda. Larry seconded – voted unanimous.
3. Investment working group update- Amanda
 - Per Amanda: Team making good progress on the finance piece. The next step is to regroup once we have an estimate on the kitchen and electronics work. Once we have that information, we will move forward to confirm the available money and debt repayments.
 - Team met with Finance committee to review the assets available, loans owned and budget ideas. In addition, reviewed options to relieve liabilities and to pay for our projects within the Restoration.
 - Next steps: Figuring out what the payoff schedule would be for our loans, and reviewing the different fee schedules.
4. Review and compensation working group – Amanda, Larry, Steve and Carrie.
 - Staff Review: Amanda and personnel committee are developing overarching guidelines and policies for staff performance reviews to be conducted by the senior minister. These policies will take into consideration our fiscal calendar year and budget planning cycle.
 - Compensation: Larry concerned with our review of Alan (our senior minister). He suggests an approach that focuses on a subset of the UTUUC Ends Statements, specifically these four: Deepen our individual spiritual practice; Care for its members and call on them to care for others; Cultivates engagement in bettering our community and the world; and Moves us to

actively partner with others in community service.

Larry will draft operational definitions for these statements and suggest a rating scale. He expects to have a draft for Alan's review/discussion at the end of July.

5. Preservation Task Force Update—Beth/Steve

- Overall on schedule project wise, and budget wise. No major roadblocks.
 - Discussed the results of the meetings we had with the AV, the Technology and the Security Consultants. Our architects have provided a preliminary proposal of project costs. We have not yet done the needs assessment. In addition, this is just one proposal submitted (have not have proposals from the Consultants themselves).
 - Ask to ensure our solutions had a long live cycle too (that our updates are not obsolete in a few years). Guidelines exist to ensure that our Historical Landmark status does not get in danger.
 - Next steps is to review the architect's proposal and do our own assessment ("Moscow rules"). The Board will have final say on budget.
 - Steve provided details on Task Force report submitted. Highlights included:
 - Minister's office: working on the final negotiation of room structure. Office space in the basement also in review.
 - Kitchen – Second round of drawings submitted.
 - Accessibility – system we had liked is not doable after all do ceiling space availability. Looking again at other solutions.
 - IT/AV/Lighting and Security issues in review too (see first bullet point).
6. Other Business –
- This week's Board announcements – Emily will not be there. Alison will provide the update about hymnals, and the recycle the fans, and other announcements that Emily provide.

Adjourn –8:33 Motion made to adjourn by Kathy, Steve seconded, and all voted unanimous.