

UTUUC Board of Trustees Meeting

May 12, 2015 - 805 S. Blvd 6:30pm

Notes

Attendees:

Board: Carrie Bankes, Rob Bellmar, Kathy Clark, Dan Crimmins, Alison Price, Beth Scanlan, Amanda Sonneborn

A-Team: Emily Gage, Alan Taylor

1. Centering done at 6:36 by Carrie Bankes
2. Consent Agenda – A-Team Report, Financials and last month’s notes.
 - Elizabeth offered copies of the document from Program Council “Your Move”
 - Kathy motioned to approve consent agenda. Amanda seconded – voted unanimous.
3. PTF Update – Beth
 - Closing completed for the transfer of the building to UTP. This triggers the first funding and the funding from the congregation.
 - Construction logistics Status -Work starting on the sounding of the exteriors. Method for cleaning determined, but needs Landmarks approval yet. Expecting scaffolding to be installed in organ loft to investigate skylight structure.
 - Mechanical -Mock-ups in place in NW closet in Unity House. Design nearly complete.
1. Open design issues:
 - Accessibility -Decided on the platform lift in the north west stairway. The stair climber will be considered as secondary and for use in the Unity House.
 - Classroom walls Smart glass was reviewed. It ends up pretty cloudy when viewed from other than straight on. Other design options being explored.
 - Kitchen - First draft submitted, and gathering comments on it. Will be bid as an entirely separate project.
 - AV/IT Meeting occurred on 5/11 evening to discuss programming needs. Not a wish list of equipment, more intended to be what it is that is wanted to accomplish. Design scope and proposals next.
 - Retaining wall To be addressed near the end of the project.
4. UTP Update
 - a. On April 29, we executed the legal documents necessary to transfer of ownership of Unity Temple to UTP, LLC. This was done concurrently with executing a

number of related legal agreements that govern how the building will be managed, how decisions are made regarding preservation work, and how we will pay for its operation and upkeep into the future.

- b. UTUUC has collected more than the \$1 million we had pledged to the project.
 - c. Budget: discussion around what UTP will be paying for, what Alphawood will be paying for and what we will be paying for. We are still discussing costs around insurance, and our additional projects during the restoration.
5. Congressional Investments, Loans, and Project Funding
- d. Endowment Fund: Came from fundraisers, and selling of artifacts, and deposits from annual funds. Original intention of the money was for the building upkeep, but we no longer own the building – we have operational budget for the congregation. There is a loan against the fund too, and we (Investment committee, BOT) have financed projects versus using these funds.
 - e. Created a BOT working group for the Investment committee based on our current funds and status (and to work with the Preservation committee). Goal will be to create an Investment charter and plans for the funds and loans, and our projects outside the restoration (IT/AV/Security, etc.). Board wants Proposal from this working group in 60 days. 1) Plan for our current funds and how to use them (which extra restoration projects do we want) 2) Plan for retiring debt within 5-7 years. Rob and Amanda have volunteered, and Beth will be adjunct.
6. Old Business
- f. Move Preparedness – 1st ½ of the move done. Ministers moved out to new location. Are our other groups comfortable? Yes. (We can fit 500 people if we put in folding chairs, so no concerns on if we will all fit).
 - g. Staff Review and Compensation Planning – Amanda is talking with team tomorrow and have been reviewing calendars. Compensation review policy as well as a new policy for annual/staff reviews.
 - h. Strategic Planning: No updates until Alan secures the two project leaders. Rob and Alison will work on this group.
 - i. UTRF board member: two candidates being reviewed. Let Rob know if there are others to consider.
7. Other Business – Communications Committee – run by Cathy Smile-first project besides move communications is to redesign website. Rob offered to be a resource from Membership stance.
8. United Lutheran 6:30 – Dinner at the Presidents house. Alan would let us know details.

Adjourn –8:57 Motion made to adjourn by Rob, Carrie seconded and all voted unanimous.