

## **Minutes, UUFLG Board of Trustees Meeting, Aug. 18, 2016**

This meeting of the UUFLG Board of Trustees was called to order at 7:04 p.m. at UUFLG.

### **Present:**

Jim Beebe (president)

Ann Campbell (treasurer)

Tim Connelly (vice president)

Linda Osborne (trustee at large)

Lynn Golbetz (secretary)

Rev. Fa Jun (by phone)

The board approved the minutes for the meeting of July 19, 2016.

### **Minister**

The August 7 town hall meeting revealed overwhelming approval for installing Rev. Fa Jun as our minister. Jim proposes establishing a working group to arrange the installation. The first step will be a congregational vote to approve both the installation and a change in our bylaws to allow installation of a minister who is not in fellowship or preliminary fellowship with the UUA. The board decided to have a mail vote on these topics. Lynn will draft the bylaw amendment and circulate it to the board, then prepare the ballot for mailing. The goal is to have the vote completed by the end of September.

### **Communication**

The board communications/planning workshop will be held at noon on Saturday, October 1, at either Ann or Lynn's house. Most of the board members plan to take the UU Leadership Institute's online course on nonviolent communication before then, and those materials can be part of the basis of the communications portion of the workshop. Another topic suggested is how to express disagreements in a healthy way. At the workshop, the board will also lay out a coherent calendar of events for the year.

It was decided that the fellowship should reimburse the fees for classes such as the above, to make it equally possible for all members to serve on the board (even if board members then donate the fees back to the fellowship). Ann will restore this as a line item on the budget for next year.

Harry Campbell and Rev. Fa Jun will be conducting a New to UU class starting in October.

Tim proposes preparing a binder of emergency materials and has prepared a table of contents for it. The board commended this effort. Tim and Ellen Hill will prepare the content, with Ann supplying the instructions for operating the monitors and the AC/heating system. The plan is to complete the binder by the next board meeting. Jim suggested placing a copy in the hall with the emergency equipment.

Ann notes that the board should be communicating with the fellowship better, as some decisions still are not widely known (e.g., that the sign is being replaced as an Eagle Scout project).

### **Finance**

Reroofing and repair of the cupola flashing are estimated to cost \$34,000. Approximately \$26,000 has been pledged for this project already. Ann plans to run the capital campaign for the remainder by Lance and Donna and begin it on September 1, with the goal of getting the job started in October.

### **Committee Recruitment**

Linda plans to have the first "committee recruitment Sunday" after the ingathering service, which will take place on September 18.

### **Welcoming Congregation**

The committee plans to send in the submission to the UUA by the end of the summer.

### **Governance**

The board decided to change the name of the Safe Congregation policy to make it specifically about abuse.

The board approved the revised building and grounds safety policy circulated by Lynn.

The board approved the new alcohol policy circulated by Lynn, as amended.

The board discussed the proposed staff supervision policy and deferred a decision to the next meeting.

### **Funding of Independent Projects**

The Design Group has not checked with Building & Grounds yet, so the board's permission to make certain changes to the sanctuary (described in the June minutes) remains contingent.

If money is raised independently for projects, the board does not know how much it costs to run the fellowship, the donations can cut into overall fundraising, and the board is not making the decisions on funding priorities. Rev. Fa Jun recommends having a coordinated mission and vision for financial goals for the year. The board agreed that for the most part the Finance Committee should be involved in accepting donations, consulting with the board as needed. The fellowship does have a policy on this topic. Lynn will look at this over the next month and consult with Tim on any suggested changes.

The meeting was adjourned at 8:38 p.m.

The next meeting of the board will be held at 7:00 on Thursday, Sept. 15, at UUFLG.

Respectfully submitted,  
Lynn Golbetz (Secretary)

### **Motions Approved**

The board approved the revised building and grounds safety policy circulated by Lynn.

The board approved the new alcohol policy circulated by Lynn, as amended.

### **Action Items**

Ann	Write up directions on operating the AC/heating system and provide to Tim within one week
	Give Tim the materials on how to operate the monitor in the sanctuary
Lynn	Review staff policy and recirculate with changes
	Prepare voting materials
	Consult with Tim on the policy on control of donations
	Review bylaws to ascertain if any other amendments would be useful
Tim:	Prepare emergency binders