

Minutes, UUFLG Board of Trustees Meeting, Dec. 15, 2016

This meeting of the UUFLG Board of Trustees was called to order at 7:10 p.m. at UUFLG.

Present:

Jim Beebe (president)

Linda Osborne (trustee at large)

Tim Connelly (vice president)

Rev. Fa Jun (by phone)

Lynn Golbetz (secretary)

Sarah Ditzler (DRE)

Ann Campbell (treasurer)

The board approved the minutes for the meeting of November 18, 2016, as corrected.

Religious Education

Louise will not be able to have the teens meet at her house. To help with the space issue, RE has reorganized the nursery space to separate the babies from the older children.

Sarah would like the board to consider installing an awning over the kids' table area outside so the nursery can better use that space. Rev. Fa Jun suggested the possibility of a farmers' market umbrella. Lynn suggested extending the mesh that covers the rest of the deck. Sarah will investigate the possibilities and talk to Building & Grounds about preparing a proposal.

Minister

Jim reported that the installation work group has about seven members and is making progress on invitations, publicity, the ceremony, and the celebration. The proposed date is Saturday, Feb. 25, at 4:00 p.m.

The board reaffirmed the ministerial housing allowance as per last month's meeting.

The only potential revision needed to Rev. Fa Jun's contract to reflect his having been called relates to his title; Ann will check that. The UUA website will need to be revised to reflect Rev. Fa Jun's new status; Jim will handle that.

Building Information

Tim reported that development of the Building Information Binder is proceeding.

Finance

The new roof came in at the cost estimated, with no remedial work necessary.

The holiday boutique grossed \$570.

The pledge amounts paid are now projected to be short by only \$2,400 from the amount initially projected (down from the \$6,000-\$14,000 gap projected in November). The Finance Committee is starting to work on the 2017 pledge drive.

Linda reported that Cindy is willing to consult with the Finance Committee on request.

Governance

Ann noted that the current office manager contract specifies that the position reports to the treasurer. Also, Rev. Fa Jun is not always present. Ann recommends amending the policy to reflect the contract.

The board amended the last paragraph of the staff supervision policy to specify that the office manager reports to the minister or the minister's delegate (at present the minister's delegate is the treasurer).

The board discussed what can be posted on the public email lists and who is on the Social Action list. Jim will check with Sue Ann and Ellen on the latter.

The board adopted the revised policy on subscribing to and posting notices on the public email lists.

Tim suggested that the bylaws should specify the committees at the Fellowship. He will investigate this.

The board adopted the revised policy on the Board of Trustees operating practices.

Welcoming Congregation

The UUA website now reflects the Fellowship's "welcoming congregation" status. This committee has accomplished its goal and will no longer be active.

Board Goals

The board decided to set long-term planning as its goal for this year. Linda knows someone who runs brainstorming sessions for congregations who might be able to help with this.

The meeting was adjourned at 8:45 p.m. The next meeting of the board will be held at 7:00 on Thursday, Jan. 19, at UUFLG.

Respectfully submitted,
Lynn Golbetz (Secretary)

Motions Approved

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The board amended the last paragraph of the staff supervision policy to specify that the office manager reports to the minister's delegate.

The board adopted the revised policy on the Board of Trustees operating practices.

The board adopted the revised policy on subscribing to and posting notices on the public email lists.

Action Items

Ann	Write up directions on operating the AC/heating system and provide to Tim
	Check whether Rev. Fa Jun's contract needs revision
Jim	Work with Connections on procedure for updating membership list
	Check with Sue Ann and Ellen on whom the Social Action email list comprises
	Contact UUA about revising its website to reflect Rev. Fa Jun's being our called minister
Lynn	Revise policy on membership list after receiving input from Connections
	Draft policy on hiring members
	Review all policies and circulate one or two each month with proposed updates
	Review bylaws to ascertain if any other amendments would be useful
Lynn & Sarah	Look at/revise RE portions of safe congregation policy
Lynn & Tim	Consult on policy on control of donations
Tim	Prepare building information binders