

Minutes, UUFLG Board of Trustees Meeting, November 15, 2018

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

Present:

Linda Osborne (president)
Lynn Golbetz (secretary)
Rick Roberts (treasurer)

Rev. Fa Jun
Sarah Ditzler (DRE)

The board approved the minutes for the October 11 meeting.

RE

Sarah reported that RE is going well.

Building, Grounds, and Design

Ceiling/Lighting

The board discussed the \$5,834 Master Craft bid to modify the ceilings and lighting in the foyer and lounge.

Rick noted that improved lighting and aesthetics would make our space more hospitable and rentable. December offers a window to accomplish the project in terms of both contractor availability and use of the sanctuary. The project should take four or five days, with the sanctuary off limits for about two days. Rick hopes the congregation can do the painting. The Finance Committee is in favor of this project. It will cost approximately 20% of our operating budget, but Rick and Rev. Fa Jun believe this will be a good use of the money.

The board discussed approval of this project in the context of developing a broader democratic decision-making process. As that process has not been adopted yet, this project has not followed it. However, representatives of the committees and working groups most closely concerned (Design, Green Sanctuary, and Social Action) have been involved in the discussion. The board decided that, all things considered, it would be best to move forward with the project. Rev. Fa Jun will contact those who have expressed process concerns.

This is an example of the kind of decision that should go more smoothly under the new process, which Rick will follow for the upcoming decision on shade cloth for the deck.

The board voted to accept the Master Craft bid for modifications to the ceiling and lighting in the foyer and lounge.

Cleaning

Because we did not receive the necessary workers' compensation certificate from our cleaning contractors on time, our insurance has billed us for \$118.

Rick asked our cleaners to move from Sunday to Wednesday, whereupon the current crew quit. Rick is following up on whether the company will replace them. Laurie is checking with her contacts regarding other possible companies. Linda will also be looking into this.

Strategic Plan/Process

Rev. Fa Jun reiterated his suggestion of establishing a Stewardship Working Group. This would include representatives of Finance, Building & Grounds, Design, and Green Sanctuary, as well as any others who wish to participate. The goal would be to prepare a long-term (30-year) priority list of structural projects for the

Fellowship, including estimated costs. The Finance Committee would then look at this list in terms of budgeting. The board (and potentially the congregation) would have final approval of the list. The board would also vote on the implementation of each project as it came up.

The board voted to establish a Stewardship Working Group to evaluate the Fellowship's long-term structural needs.

Linda volunteered to organize this working group, and Rick and Sarah volunteered to serve on it.

The board discussed the "Democratic and Effective Engagement Protocol" (DEEP) circulated by Rev. Fa Jun.

The board adopted the Democratic and Effective Engagement Protocol, with the understanding that Rev. Fa Jun will be choosing a different second example to include.

Rev. Fa Jun will make the modification and circulate the DEEP to the committee chairs. Lynn will create a flow chart of the process.

Sarah raised the possibility of using polls more often, and potentially requiring committees to vote on them, to gain better information on Fellowship priorities. It was agreed that this might be a useful tool for the Stewardship Working Group.

The board determined that creating a personnel review committee is not a top priority at this time and is moving it to the "Someday Maybe" list.

Connections

Rev. Fa Jun reports that Connections is solid on retention activities (greeting, welcoming, and following up with visitors). The committee is willing to try distributed leadership but has not yet identified a convener.

More outreach to folks who haven't yet come through the doors is needed. Rev. Fa Jun suggests focusing on online/social media outreach. Connections has approved experimenting with Facebook "boosts." The board authorized allocating \$100 for Rev. Fa Jun to buy some of these (about \$10 each to reach the size of group we are looking at). Lynn will attempt to track attendance to see if there is a perceptible shift. If the boosts prove worth continuing, this may need to become a budget line item.

It was suggested that someone make an announcement at a Sunday service asking whether anyone would like to form an outreach committee.

The meeting was adjourned at 8:52 p.m. The next meeting of the board will be held at 7:00 on Thursday, Dec. 13, at UUFLG.

Respectfully submitted,
Lynn Golbetz (Secretary)

Motions Adopted

The board voted to accept the Master Craft bid for modifications to the ceiling and lighting in the foyer and lounge.

The board voted to establish a Stewardship Working Group to evaluate the Fellowship's long-term structural needs.

The board adopted the Democratic and Effective Engagement Protocol, with the understanding that Rev. Fa Jun will be choosing a different second example to include.

Action Items

Linda	Organize Stewardship Working Group Look for new cleaning service for 2019
Lynn	Review remaining 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
Rev. Fa Jun	Buy Facebook "boosts" and obtain reimbursement from Fellowship (up to \$100 at present)
Ron	Check with Building & Grounds on allocating some bulletin board space for members to advertise their skills/services
Sarah	Prepare draft of procedures for background checks