

Minutes, UUFLG Board of Trustees Meeting, Aug. 17, 2017

This meeting of the UUFLG Board of Trustees was called to order at 7:22 p.m. at UUFLG.

Present:

Linda Osborne (president)

Ron Kirkland (trustee at large)

Lynn Golbetz (secretary)

Sarah Ditzler (DRE)

Ann Campbell (treasurer)

The board approved the minutes for the meeting of July 20, 2017.

Building

Linda shared a draft of the proposed joint operating procedures of the Design Group and the Building & Grounds Committee. The board agreed these looked good.

Ron will check with Design on the prototype decoration for the lectern.

We now have a second bid on the termite work. Ron will review the bids.

The board voted to employ Clark Termite Control to address the termites in the minister's office and attic and do preventive work around the building, contingent on Ron's approval.

Ann would like to get out of the building-repair role. Ron will check with Building & Grounds on his responsibilities.

Connections

Connections is reevaluating the procedures for providing snacks following Sunday services.

Governance

The board discussed the potential for evaluating fellowship employees and contractors to give them opportunities to improve their performance.

Ann is working on a new contract for Rev. Fa Jun, to take effect Sept. 1, and will circulate a draft to the board.

Misc.

Ann circulated her review of Lance Jacobson's performance as office administrator. The review also clarifies the extent of Lance's paid responsibilities and volunteer contributions.

Sarah and Lynn will work on a statement of the responsibilities and limitations of the DRE position.

Strategic Planning

The board reviewed the draft survey questions circulated by Rev. Fa Jun and agreed to review them further over the next several days and submit comments by email.

The meeting was adjourned at 8:58 p.m. The next meeting of the board will be held at 7:00 on Thursday, September 21, at UUFLG.

Respectfully submitted,
Lynn Golbetz (Secretary)

Motions Approved

The board voted to employ Clark Termite Control to address the termites in the minister's office and attic and do preventive work around the building, contingent on Ron's approval.

Action Items

Ann	Announce we are increasing contribution to PCD and UUA
Karen	Write announcement for weekly update: (a) we are presently keeping paper OOS, and (b) board meetings are open
Lynn	Draft policy on hiring members Draft policy on dealing with disruptive behavior 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 Prepare statement of the responsibilities and limitations of the DRE position
Ron	Review termite control bids Check with Design on the prototype decoration for the lectern