

Minutes, UUFLG Board of Trustees Meeting, Dec. 12, 2019

This meeting of the UUFLG Board of Trustees was called to order at 7:16 p.m. at UUFLG.

Present:

Linda Osborne (president)

Rick Roberts (treasurer)

Karen O'Brien (vice president)

Rev. Fa Jun

Lynn Golbetz (secretary)

Ann Campbell

The board approved the minutes for the November 14, 2019, meeting.

RE

Sarah Ditzler is willing to serve as chair of the RE Committee once we hire a DRE. Rev. Fa Jun has received one very promising resume from a member. The position will be perhaps quarter-time. One of the new DRE's responsibilities should be to conduct intentional training for our teachers.

Karen suggested that we may need to expressly spell out our emergency procedures.

Stewardship/Building & Grounds

Rick, Laurie, and Rev. Fa Jun have done a major attic cleanout and made most of the necessary decisions on the contents. Some historical documents, photos, videotapes, and the like remain to be sorted. Ann, Lynn, and Rev. Fa Jun volunteered to form a working group to do this. Ann suggested Katie Rall might be a valuable addition.

Rick has received more bids for the replacement HVAC system. The amounts are in the \$11,000–13,000 range, plus the cost of ductwork repairs and other related items; he estimates a minimum total of \$15,000.

Rick has also checked with the Town of Los Gatos, which says we will only need the regular \$200 building permit application (plus unspecified standard fees). The town personnel did not seem fazed by a potential February project date, if we get our application in. However, we will need to submit very detailed plans and drawings. (Ron says he knows someone who will prepare the plans.) Further, only an owner or a contractor (which Ron is not) may obtain a permit. As UUFLG is a nonprofit, the board concluded the president is the "owner" for such purposes.

Rick has looked into lease terms for Unity and notes that commercial leasing is a complicated area, with no standard forms. He will check with UUA to see whether they can provide any guidance. Rick will also meet with David Di Lullo to discuss taking the time needed to prepare this agreement properly, rather than rushing to complete it.

Rick and Rev. Fa Jun are planning to meet to discuss a new structure for the Stewardship Committee.

Finance

Higher rental income has significantly improved our budget; the overall P&L looks good. The board would like to publicly express its appreciation for Donna Brewer's yeoman work in accomplishing this.

Sue Dileanis, Cindy Giesing, Ellen Hill, Coralee Linton, and Robb Stolberg have responded to Rev. Fa Jun's call for auction volunteers. Rick will announce the auction in January, and the working group should meet then to dig into the planning. Rick emphasized the importance of soliciting donations.

Connections

Sarah has offered to start a UUFLG Instagram account. To the extent the board comprehends what Instagram is, it thinks this is a great idea.

Connections has suggested preparing virtual visitor packets. The board has no objection.

Linda has sketched out the board skit. The board decided to perform this in spring, when it is time to start recruiting new trustees. This will serve as our Fellowship Minute.

Social Action

Social Action would like more options for the congregation to participate in choosing Share the Plate recipients. For example, the committee might prepare a list of potential recipients and ask the congregation to vote at the annual meeting. The board agrees this could increase education about the causes and ownership of the process.

The meeting was adjourned at 9:15. The next meeting of the board will be held at 7:00 on Thursday, January 9, at UUFLG.

Respectfully submitted,
Lynn Golbetz (Secretary)

Action Items

Rev. Fa Jun	Issue call from pulpit for Stewardship volunteers
	Write up areas in which he would like feedback
Rick & Rev. Fa Jun	Develop a new structure for Stewardship Group
Ron	Mastermind HVAC replacement