

## **Minutes, UUFLG Board of Trustees Meeting, Mar. 12, 2020**

This meeting of the UUFLG Board of Trustees was called to order at 7:15 p.m. via video conference.

### **Present:**

Linda Osborne (president)	Rick Roberts (treasurer)
Karen O'Brien (vice president)	Colleen Hamilton (DRE)
Lynn Golbetz (secretary)	Rev. Fa Jun

The board approved the minutes for the February 13, 2020, meeting.

### **Coronavirus Response**

The board discussed options for the Fellowship's response to the coronavirus outbreak and decided in favor of a two-week suspension of in-person services, with Rev. Fa Jun providing remote services instead. The importance of supporting our community during this time was stressed. Rev. Fa Jun will notify our members of the change via the discussion email list, the Facebook page, and the website; Karen will ask Lance to put the closures on the calendar. Further, board members will call everyone in the directory to notify them. Colleen will call names starting with A-F, Karen those starting with G-L, Rick those starting with M-R, and Lynn those starting with S-Z.

Colleen and Lynn will come to the Fellowship this Sunday morning to tell anyone who turns up what is happening. Colleen will also put up a sign referencing the website or email for information on accessing the remote services. Rick will notify Albert and Unity.

Colleen suggests that the Caring Committee might wish to increase its calls at this time. A neighbor has also suggested we increase care contact with one of our members who seems to be having memory issues. It might be a good idea to have a phone tree anyway for emergency purposes.

If the service is remote on a Share-the-Plate day, we could encourage people to send donations for the recipient if they would make an in-person donation.

### **Time of Service**

It may become difficult for our cherished pianist (and member) to attend the 10:30 services. The board discussed the possibility that congregants might (or might not) prefer moving to an 11:00 start. Rev. Fa Jun could potentially offer meditation or adult RE beforehand. The board decided to do an initial electronic poll asking the congregation's opinion on the start time. Karen will ask Harry Campbell if he is willing to do this.

### **RE**

One of our newer attendee moms proposes some changes to the playground area for safety purposes (replacing the retaining wall and stairs with a slope). She intends to draw up a plan; the RE Committee (which generally approves of updating that area) will review it and make a proposal, after which the Stewardship Committee will evaluate it. RE might also consider repurposing the area immediately outside the nursery (to encourage kids to play nearer where parents are after services); the current playground might then become a garden.

Colleen is looking for volunteers to share 5-10-minute talks about their cultural traditions.

### **Stewardship/Building & Grounds**

Stewardship is reluctant to recommend the after-school rental, which would raise further plumbing issues and effectively occupy the building for four hours per weekday. Further, the initial rent would be well below our

standard rate, and the Fellowship does not really need the money at this time. Rick will tell Donna the board does not wish her to pursue this possibility.

Ron plans to take the contractor test in April. Because it is difficult for a noncontractor to buy the necessary equipment, this will push the installation out further. Ron and Rick will revisit Planning tomorrow, pull the plans, and ask whether he can submit the proposal before he is licensed.

Ron installed the required exit signs in the West Room, and we passed our fire inspection.

Plumbing issues continue. We will be getting a 100-foot snake to investigate.

Lynn will ask Ellen to submit a plan for the proposed railing by the West Room driveway/sidewalk.

Stewardship will be looking into solar power. The rebates for this are dropping every year.

### **Finance**

The committee would like to wrap up the pledge drive by the end of the month.

The Roy Zimmerman concert has been canceled (but will be rescheduled) due to coronavirus concerns.

Rick has told Lance his raise has been approved and asked him to rewrite his job description. The board will not need to approve a new contract.

### **Governance**

The board set the date for the annual business meeting for May 17. Lynn will let Lance know to calendar this.

The meeting was adjourned at 9:03. The next meeting of the board will be held at 7:00 p.m. on Thursday, March 12, by remote video conference.

Respectfully submitted,  
Lynn Golbetz (Secretary)

### **Action Items**

Rev. Fa Jun	Issue call from pulpit for Stewardship volunteers
	Draft proposed minister evaluation process
Rick	Check with Cindy re PG&E rebate for new HVAC
Rick & Ron	Proceed with HVAC replacement, including permitting
?	Update and post new contact lists, procedures for building emergencies