

UUFLG Board of Trustees meeting - October 15th, 2020

Minutes prepared by Charlie Holst, Secretary

Attendees:

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

Meeting called to order (7:05 pm, via Zoom), followed by check-in

The board approved the minutes for the September 10, 2020 meeting.

Finance update (Rick)

Finance committee met last week and just completed the Quarterly review (July-Sept). They are cautiously optimistic about the current financial state, especially if we can open for even limited rentals in the coming months. After the first quarter, we have received more than 25% of pledges already. Ann and Lauri are working to send Pledge Statements out to the membership. Karen is taking care of making sure that the PPP loan will not need to be repaid. Cindy will assist by running the QuickBooks report to support Karen's filing.

Cindy also shared an Endowment update. We recently received some in memoriam contributions in memory of David Thorpe. The Endowment committee is requesting the Board decide what to do with the contributions - one specific \$100 donation specified to support the Coffee Hour in some way, with the remaining \$700 to go to the endowment fund. The Board approved this proposal.

Town Hall planning update (Fa Jun)

Rev. Fa Jun has created a Google Doc that he's requesting Board feedback on. He will share again and needs feedback to proceed.

Rick also reminded the Board that it had agreed to do a fundraiser Auction (before COVID) - and would like us to reconsider either an online auction and/or an outdoor plant sale. Goal for a plant sale would be early-mid November, on either a Saturday or Sunday afternoon - possibly November 8th. Lauri, Rick, and Rob would all likely spearhead the effort.

Caring and Membership: Check-In (All)

Charlie shared the Google Form he built for new members to fill out and how we're able to connect with new attendees to the Zoom services. He is working with Lance to move the Form into the UUFLG Google space and Lance will take over the administration of the Form.

Rev. Fa Jun reached out to a current Caring committee member and she indicated she'd be happy to work with other Connections and Caring folks.

RE update (Colleen)

RE will continue the rhythm established since July of providing monthly opportunities for families and the fellowship to come to the building but remain physically distanced. Plans are underway for an October night out on October 31 coordinated with an afternoon of service in Nov. centering around community food provision. These months will also see the kick-off of a new multigenerational reading and study of the just-released anthology of women's writing on the environment called *All We Can Save*.

For the next event, they intend to post videos of attendees on the UUFLG YouTube Kids channel, so plan to ask attendees to sign a waiver.

Proposal to Decrease Minimum Age of UUFLG Membership to 16 years old (Linda)

Colleen suggested that this could be connected with a possible Coming of Age process or ceremony. The Board voted to present the change in the Bylaws to reduce the minimum age for membership to 16 years old.

HVAC (Rick)

The Board has approved up to \$25k for upgrade to the current aged HVAC system. Ron was previously being considered, but has been unable to get his contractor's license due to the County backlog. So we are going to proceed with getting bids to (a) assess the current system and (b) price a new system. Given the current state of finances, we are going to prioritize price and function over a more complex and expensive system. Rick, Donna, and Cindy are all planning to be involved in the bid collection process. >3 bids will be collected. The goal is to have bids to review at the next Board meeting.

COVID Task Force update (Charlie, Rick)

COVID-19 task force met on 10/14/20 and reviewed the new Santa Clara County guidance. Although the new Directive from the County does allow indoor gatherings (with significant restrictions), the task force unanimously agreed that it doesn't support the re-opening for indoor gatherings at this time. Donna communicated with Unity and they are also not interested in resuming indoor gatherings given all the restrictions in place (no singing, etc.) The committee did suggest that the Fellowship should use this time to make sure the site is prepared for re-opening when it does happen, including HVAC assessment, etc. Charlie and the rest of the Task Force will make a To Do list that could be tackled by future Work Parties, requested help from Albert, etc.

With regard to communication to the membership on this topic, Charlie offered to draft a letter to the membership/email distribution list and revisions to the webpage language regarding UUFLG's perspective on the current COVID situation. The letter would be signed by the UUFLG COVID-19 Task Force and Board of Trustees, after having been reviewed by all involved. Colleen offered to add a few sentences about the current outdoor offerings for gatherings.

Meeting adjourned at 8:38 pm

Next meeting—Nov. 12, 2020