

Minutes, UUFLG Board of Trustees Meeting, Oct. 13, 2022

This meeting of the UUFLG Board of Trustees was called to order at 7:05 p.m. by video conference.

Present:

Mark Ditzler (president)

Lauri Feetham (member at large)

Lynn Golbetz (secretary)

Donna Brewer

Julie Matthews (treasurer)

The board approved the minutes for the Sept. 8, 2022, meeting.

COVID Task Force

The task force has recommended continuing the mask requirement but allowing the back doors to be closed during services and allowing eating and drinking indoors in inclement weather. The task force will continue monitoring trends.

Finance and Stewardship

A gardener has been hired. He has done an initial cleanup and will be coming every other Friday for ongoing work. He works regularly for Lauri, so she can communicate anything needed.

Julie donated a one-time indoor cleaning. She recommends having a professional cleaning monthly (\$250), with Albert continuing to do spot cleaning, take out the garbage, etc. We probably cannot afford a building manager at present because rentals are not picking up as much as had been hoped.

Albert might be willing to ensure post-service cleanup, but this is not certain. His contract includes a huge number of tasks; these should be listed and prioritized. Donna, Julie, and Lauri will discuss.

The last work party was canceled (Ron is our only worker). Julie and Albert have been thinking about making the gender-neutral bathroom ADA compliant.

Lynn will text Ron about the contents of his email and what he needs going forward.

The board discussed improving our thermal barrier (adding insulation where it's missing and replacing what's been damaged by rodents, working in stages). Donna has offered to get an estimate from the same people who gave us one on the windows. Together, windows, doors, HVAC, and insulation would run about \$100-150,000.

It would be wonderful to have a knowledgeable person do a walk-through to identify major problems, easy fixes, etc. Mark's parents have done a lot of remodeling and construction and could give us some idea of what's most important. They often visit in December or January.

Lauri has ordered a UUA book on capital campaigns, but they now recommend using an outside contractor. Capital campaigns may be a once-a-generation effort.

Lauri checked recently on the bathroom supplies, which were fine. The remaining items to check on are coffee (which Lance will order on request), cleaning supplies, and batteries. Lauri will ask the sound people what kind of batteries are needed; Mark will bring in a couple 9Vs and some double As for this Sunday.

Other Business

Mark, Julie, and Lynn will make up the Personnel Committee, which will meet first at 2 p.m. on 10/22; Lynn will ask Lance to set up a Zoom link.

The board needs to identify what roles and procedures are required for memorial services.

The defibrillator is definitely missing. A general ask whether anyone took it home is in order.

Physical signup sheets seem to draw better response than online appeals, so an online signup system is on hold for now.

The RE Committee is continuing to work on compliance and training.

The meeting was adjourned at 8:50. The next meeting is scheduled for Thursday, Nov. 10, at 7:00 p.m.

Respectfully submitted,
Lynn Golbetz (Secretary)

Action Items

All: Review draft policy revisions to discuss at October meeting
Ask around re defibrillator
Julie and Lauri: Look into prioritizing tasks and slimming down Albert's contract
Lynn: Create list of policies and calendar monthly policy reminder from pulpit
Mark: Check with Keren Falkenstein re sound system and security camera

Future Agenda Items

Proposed Stewardship projects
Consider privacy/personal information policy
Investigate officially becoming 501(c)(3) (we are a California nonprofit)
Someday/maybe list: outdoor announcement board
Responsibilities for memorial services

Lynn