

UUTC Board Meeting Minutes
November 15, 2016 @ 6:00pm

Present: Gary Kendrick, Carol Moore, Dave Roberts, Kay Webb, Cantey Carpenter, Ben Potter, Wayne Smith, and, representing Finance Committee, Tara McDonald.

Welcome, Check-In, and Opening Words: The meeting opened with a welcome by Gary, a check-in with all present, and a reading by Cantey.

Approval of the Minutes: A draft of October 25, 2016, Meeting Minutes was distributed by email prior to the November meeting. Motion was made and seconded to approve the draft of the October minutes. Motion passed.

November Email Votes:

- 11/04/16 – A motion to contract with Amy Pointer to represent UUTC in real estate deliberations was made by Ben Potter and seconded by Dave Roberts. The motion was approved via email on 11/05/16 by all members, except Carol Moore, who was out of the country.
- 11/10/16 – A motion to proceed with negotiations for the purchase of the three properties adjacent to UUTC was made by Dave Roberts and seconded by Ben Potter. The motion was approved unanimously.

Minister's Report: The November Minister's Report was distributed by email to Board members prior to the meeting; Ian was at a Ministers' Retreat at The Mountain. Included in his report:

- discussion of the anxiety demonstrated in the congregation and wider community and suggestions for modeling non-anxious presence
- progress on a staff evaluation process to occur twice a year
- update on work of Teams identifying and clarifying their functions based upon UUTC's mission
- discussion of the need for understanding best practices in ally work if congregants are going to be allies to at-risk populations

The Board agreed that, in order to facilitate Ian's role of reporting what he sees as healthy and unhealthy behaviors to the Board, the Minister's Reports be shared with Board members only.

Treasurer's Report: The November 2016 report was emailed prior to the meeting; the report was discussed and accepted.

Finance Committee: There was no report.
Dave shared that, due to scheduling issues, the annual audit (financial review) will take place in January. There was discussion of the need for additional members for the Finance Committee.

Administration Committee: There was no report.

Property Committee: There was no report.

Review of Sponsored Projects/Physical Plant Update: Prior to the meeting, via email, RK distributed documents to Board members indicating current status of Sponsored Projects and Physical Plant Updates. After discussion of several proposals/bids for exterior lighting

and proposals/bids for various interior sponsored projects, the Board took the following actions:

- Made and seconded a motion to approve the expenditure of \$1600 to retrofit the four exterior parking lot fixtures to accommodate 8 LED bulbs (2 bulbs per pole). The motion was approved.
- Made and seconded a motion to approve the expenditure of Sponsored Projects funds (bid of \$4200) to replace the carpeting in the two adjoining classrooms with commercial grade hard surface tiles selected by the Aesthetics team. The motion was approved.

It was noted that, with these expenditures, no other Sponsored Projects can move forward until additional monies are donated to the Sponsored Projects Fund.

Pride Flag Update: A congregational forum on the issue of displaying a Pride Flag is scheduled for December 11. This forum is for discussion only; no vote on the issue will be taken at the Dec. 11 meeting.

Property Opportunity Update: Gary updated members on the developments regarding the possible acquisition of the property adjacent to UUTC's parking lot. The property, which includes two occupied structures and one unoccupied structure, has a tax assessment value of \$318,000. All three structures are in poor condition. An offer was made by the Board, contingent upon congregational approval, but no agreement was reached. After much discussion, including the cost of the initial purchase and the financial ramifications of the acquisition, the Board took the following actions:

- Scheduled a Special Congregational meeting for December 11, 2016, at noon, to discuss the issue.
- Made and seconded a motion to create an Enabling Resolution to present to the Congregation at the December 11 meeting giving the Board the authority to act on behalf of the Congregation to arrange for the purchase of the property, to be accomplished no later than June 17, 2017, at a cost no greater than \$350,000.

Proposed Corrections to Bylaws: Kay pointed out four discrepancies within the UUTC Bylaws that should be corrected. Since three of these discrepancies are not substantive, there was sentiment among some members that Congregational approval was not required to make those corrections. After some discussion, the Board elected to address these issues at the Annual Congregational Meeting in the spring.

Settled Minister Search Task Force: Prior to the meeting, two documents from the Task Force were emailed to members for discussion: a UUA model contract for a settled minister and a form that the Task Force must complete showing differences in our contract from the UUA model. After discussion, the Board felt it would be simplest to put our proposed contract terms into the UUA model so that differences could be easily highlighted. The Board will ask the Task Force to revise the format of our proposed contract to that of the UUA model then refer the revised document to the Board for approval.

Next Board Meeting: December 20, 2016 @ 6pm

Adjournment: The meeting adjourned at 7:45pm.

Respectfully submitted,
Kay Webb
Secretary