

Minutes of UUFBR Board meeting 11-25-2013

Respectfully submitted by Greg Dora 11/29/2013

Meeting was called to order by Erika Venable at 7:10pm

Present were: Erika Venable, Rev. Harris Riordan, Charlie Cormier, Suzanne Goffredo, Ellen Cormier, Bob Goard, Jan Booher, Jeff Crews, Dave VanCamp, Greg Dora and Marvin Halpern.

Decisions Formalized

Vote on Gregory Dora acting as **recording secretary** till next scheduled board election in the spring. Charlie moved, second by Suzanne – unanimously approved.

Vote on **Consent Agenda** - Minutes, reports.
Bob Goard moved to approve all, Jan seconded, unanimously approved.

We have been asked to grant Free use of sanctuary on some Sunday afternoons 3:15-6pm for a not for profit organization "A Walk on Water" starting in January 2014.

Vote on the request by "**A Walk on Water**" to use **Sanctuary for free**. Charlie Cormier proposes vote no, Bob Goard seconds. 6 vote in favor of declining the request. 1 abstention.

Vote to authorize Erika Venable to **sign consent of beneficiary letter** Unanimously approved. Jeff Crews motioned to authorize Erika Venable to sign the consent of beneficiary letter from Alice Turek, Dave VanCamp seconded it. Unanimously approved. The will says \$1,000 to: UUFBR.

Vote on **Teen room use**.

Jeff Crews makes motion to respect the teen room: Not to use it for storage, not to rent it out, and to consult the teens if we need to use it. Seconded by Charlie Cormier. 6 in favor, one abstention. Motion to dedicate the teen room to the teens passes.

	Due Date	Action Items from 11/25/13 Board meeting	Next Steps	Who's Action	Status
1	5/27/13	Create more up to date org chart for Liaison positions & UUFBR	Erika/Jan have this in the works. Shooting for Jan 2014	Erika and Jan	open
2	6/24/13	Archival policy	Charlie working on it	Charlie	open
3	9/23/13	Annual Budget Drive plan	Open, waiting for ABD committee		open
4	10/28/13	Path to Membership list of meetings	Complete it and send it to Membership team	Suzanne	open

5	9/23/13	Fair compensation and staff recommendations	leaving open till finish budget.	Board	open
7	10/28/13	Ask ILIR/ Kol Ami for Financial Audit person?	check with them for recommendations on who to work with on auditing our books	Harris	open
8	10/28/13	Create a proposal for Endowment committee regarding our congregational loan	Bob G will get with Doug.	Doug, Bob G	open

Detailed Minutes for 11/25/2013

Agenda item

Executive session - staffing issues

Board meeting Called to Order

As Co-President, Erika Venable called the meeting to order at 7:10pm. In attendance were Rev. Harris Riordan, Charlie Cormier, Suzanne Goffredo, Ellen Cormier, Bob Goard, Jan Booher, Jeff Crews, David VanCamp, and Gregory Dora. We had an member visitor: Marvin Halpern.

Appropriate to the season, We all gave a few words on what we are thankful for.

Vote on Gregory Dora acting as recording secretary till next scheduled board election in the spring. Charlie Cormier moved, seconded by Suzanne Goffredo – unanimously approved.

Consent Agenda - Minutes, reports

Minutes of the previous month were amended. On the vote to approve the UUA Plan, the following wording were added "[We] adopt a motion authorizing completion of this form by the President and Treasurer of the Congregation."

Suzanne Goffredo submitted a membership report, and Ellen Cormier submitted a Religious Education report (included in the consent agenda.)

Bob Goard moved to approve the consent agenda. Jan Booher seconded. The motion was unanimously approved.

Treasurer's report

Sharex revenue is up, thanks to Lynn Burns.

Various board members commented that membership coordinator line item of \$2,8xx should no longer be on the P/L statement. Bob will check on it.

\$405 up to \$3,890 in building maintenance was noted, and Doug Hughes will be consulted as to its cause.

Thanks Doug for saving us \$3,000 in insurance.

Board calendar

Our calendar is to make sure we are tracking the longer term items.

Charlie Cormier reported that he has queries out to "everybody" about facilities and Insurance and is waiting for responses prior to compiling a report.

Erika Venable will ask the Endowment Committee for their quarterly report.

Action items

See table of Action Items resulting from 11/25/13 Board meeting

Old items

Jan Booher mentioned that when we consider the cost of storing Flea Market items at UUFBR we keep in mind that Family Promise is spending \$400 per week to go to 260 House. Jeff Crews and Harris Riordan expressed concern that using the 260 House may not be best for the soul of our congregation, because we are able to outsource our service in some respects. Jeff Crews and Dave VanCamp mentioned that the 260 House serves the needs of the guests and volunteers better, because it has real beds, showers, a grill, no conflicts over Sharex space, and no need for crowding families into limited space.

Break

Break offered, No *break* desired or taken

New Business

Free use of sanctuary

We have been asked to grant the use of the Sanctuary on some Sunday afternoons 3:15-6pm for a not for profit organization "A Walk on Water" starting in January 2014. A Walk On Water provides water therapy through guided surf instruction to special needs children. They wish to show movies as part of a foreign film festival for a \$5 donation which will provide wetsuits and surf bottles for children. They wish to do this 6 times and are requesting free use of

the space. More information on the organization at www.awalkonwater.com.

Charlie Cormier brought up: Competing events, Audio visual and clean up. Harris Riordan says our AV policy says we charge \$40 for the technician to be here.

Charlie Cormier proposes vote no, Bob G seconds. 6 vote in favor of declining the request, 1 abstention. Vote to decline request is approved.

Alice Turek named UUFBR as a beneficiary in her will. We received a letter from her Trustee requesting consent for him to continue to act on the family's behalf, and so waive the right to challenge her will.

Erika Venable received a request to sign a consent of beneficiary from the Trustee of Alice Turek's estate. Erika read the will at home and brought it in for all to review. The will says \$1,000 to: UUFBR.

Jeff Crews motioned to authorize Erika Venable to sign the consent of beneficiary letter. Dave VanCamp seconded. Unanimously approved.

Suzanne Goffredo reported that the Membership Committee suggest a Fellowship wide leadership retreat.

Discussion was had about exactly what the goal of this event would be. Jan Booher suggests that membership team has great energy that could be channeled.

Suzanne Goffredo mentioned that we need have a meeting to introduce the website value message to congregation.

Suzanne Goffredo mentioned that Membership has a concern that nobody is there to answer the phone on Fridays. Rev. Harris Riordan says it will not be answered until the congregation passes a budget which includes funding for a staff member 5 days a week.

Suzanne forwarded the Membership Team's concern about aesthetics of the French Class and their displays in the hallways.

We have an aesthetics policy in the [policy and procedures](#) manual. Religious Education spaces are controlled by the DRE. If you don't know who to ask, check with Rev. Harris.

Erika asks if we should put a mention in the Unicorn regarding that topic. The following language was crafted:

A reminder from VP of facility, that anything that is located in our facility without prior approval by the Aesthetics Committee will be removed. Refer to our Aesthetics Policy available on our web site.

Flea Market

Suzanne Goffredo says that Flea Market merchandise has to come out of the Teen room to allow it to fulfill that function.

Ellen Cormier mentions that there are medical concerns, for example: allergies to cat hair on the donated items. The plan is to move items to Rockberger until the Flea Market in January. ILIR restarts after that.

Vote on Teen room use.

Jeff Crews makes motion to respect the teen room: Not to use it for storage, not to rent it out, and to consult the teens if we need to use it. Seconded by Charlie Cormier.

6 in favor, one abstention. Motion to dedicate the teen room to the teens passes.

There was discussion regarding outdoor on site storage.

Other new business?

Erika and Harris have been talking about ABD which is to run from Feb 2nd to Feb 28th.

The congregation would be involved in January on two dates.

Harris wants the congregation to have input into the budget in January including an understanding of fixed expenses, discretionary spending, and what we would like to pay for, such as:

1. Choir
2. RE
3. Staff on Friday

Dave VanCamp representing Sharex asks about Sunflower. Harris explained the

question and issues around it.

- 1) We could get UUFBR certified as child care facility w/out major renovations. Bathrooms are already OK. Conditional use of our building as child care facility in area zoned for residential use would be a one time cost of about \$7K.
- 2) Sunflower wants to be a drop off program, which is not going to be available at UUFBR
- 3) Sunflower would like to move by August

9:02 no more new business

Closing - What Did We Do Well?

Our meeting had many aspects well done!

Adjourned at 9:15