

## UUFEC BOARD OF DIRECTORS MEETING MINUTES February 19, 2007

The meeting was called to order at 6:35 PM by President Sharleenne Farley. Present were board members: Don Hawkins, Don Harrison, Daisy Horn, Rhonda Crawford, Ed Farley, Bob Miller, Richard Hoffert and Reverend Rod Debs. Absent were Ellen Holt, Lars Runar. Dave Abraham joined the meeting at 6:45 PM. Also present at the beginning of the meeting was Fred Boyer, chair person of the facilities committee.

The minutes of the January 15, 2007 board meeting were reviewed and the following corrections were made:

1. Add Don Hawkins to the list of those present at the meeting.
2. Correct wording in section on 2007 Board Goals (Don Hawkins) to read: "reported that the endowment fund **has a value at this time of gifts and direct gifts that is approaching \$100,000.**"
3. Correct typos on page #1: in paragraphs  
(delete F4) under Board Advocates "Don Hawkins (under goals)"  
Insert "January" before 2008 under Don Harrison's goals description.

A motion was made by Don Harrison and seconded by Don Hawkins to approve the corrected minutes. Motion carried.

Fred Boyer followed with a brief report updating the board on several major maintenance projects. He reported that the roof is in a rapidly deteriorating state and is in need of immediate replacement to prevent damage to the facility's interior and minimize development of mold and mildew. It was his opinion that the roof would not sustain another major storm. He had solicited five bids and recommended that the board enter into a contract with contractor David Phelps. After a brief question and answer period, the motion was made and passed unanimously to accept David Phelps' bid at a cost of \$13, 912. The new roof will be a three dimensional asphalt shingle and carry an expected life of 30 years. Fred said the work will be started this week if weather permits and be completed in two to three days.

Financing the roof will require transferring \$10,000 from a certificate of deposit that is maturing February 23, 2007, and depositing that sum into the savings account. It was noted by the board that these funds must be replenished as soon as possible. The membership will be made aware that special contributions beyond the normal pledge commitments will be needed. Don Hawkins stated that

the finance committee will insert announcements in the **Wick** and the **Verbal Chalice** to inform members and friends of the Fellowship of this special need.

Rhonda Crawford distributed the financial reports for January 2007 and the Budgeted Income and Expense vs. Actual report for the period of May 2006 through April 2007. Motion to accept treasurer's report was made by Dave Abraham and seconded by Don Hawkins. Passed unanimously.

Under Old Business Sharleenne distributed copies of the Board's goals for 2007 and recommended that each director develop a plan of action that would achieve his/her stated goals by year's end.

Also under Old Business Bob Miller updated the directors on the repairs to the heating/cooling system authorized by the board at their January 15, 2007 meeting. He and Fred Boyer received bids from three qualified contractors to do the work. One of these, Engineered Cooling performed an initial inspection of the system that helped define needed repairs. Bob stated that he and Fred believed that Jordan Air Enterprises was the most qualified of the three contractors and offered to do more repairs for the dollar spent than the other two bidders, Engineered Cooling and Four Seasons. Jordan agreed to perform the specified repairs for the amount of \$2,850. Bob cautioned the board, however, that the 50 year old system might develop other problems that would require more repairs and result in additional expense. The board expressed their appreciation to both Bob and Fred for their work and research on the roof and heating/cooling system.

Under the third item of Old Business, Don Hawkins reported on the work of the Long Range Planning Committee. Other members of this committee are Alex Gacic, Fred Boyer, and Jan Yamamoto. Based upon the most recent study produced by the Task Force on UUFEC Facilities, Don submitted a detailed report that seeks to address some immediate space needs of the Fellowship: Additional spaces for meeting rooms, additional parking and additional restroom facilities. (A copy of this full report is attached to these minutes.) Included in his report were examples of modular building floor plans as well as site drawings of the present fellowship building and the adjoining vacant lot where a modular building might be placed. A discussion ensued on whether the Long Range Committee might also want to consider other future needs such as a larger sanctuary and what the best use of the vacant lot would be. It was the general feeling of the board that some architectural advice should be sought to help determine viable options. Don Hawkins agreed to check with Judy Bryne Riley or a local architect, to determine if we could get a free consult to help sort out possible options. Don will do this and try to report on his findings at the next meeting.

Under New Business Rhonda reported that the Finance Committee would need additional time to prepare the 2007-08 Vision Budget. Sharleenne suggested that the March board meeting be moved ahead a week to March 12 (rather than

March 19) in order that the board might discuss the budget prior to the March 19 mailing of the canvass packet to the membership. The directors agreed to the date change.

Committee reports from the board advocates followed.

**Finance:** Rhonda Crawford reported for finance and stated that the canvass period this year kickoff on March 20 with Big Budget Bash. Sharleenne reminded the directors that each of them is expected to attend this important function.

**Fund Raising:** Shar gave the report on the Fund Raising Committee which has scheduled a Coffee House on February 24 and two other events in March, Singers of the United Lands and a Mystery Theater Dinner Production.

**Religious Services:** Rod reported that Religious Services met and are implementing more services that will form traditions, such as, Blessing of the Beasts Sunday, Poetry Sunday, Hanging of the Greens, and others. Service leader training is still to be scheduled. Rhonda suggested that the old manual for service training be removed from the website since it is badly in need of updating.

**Membership:** Ed reported that Karen Lauer of Membership has started a Newcomers Friendship Circle that held its first meeting this month. Six new members and prospective members attended it. The group will meet monthly thereafter. Ed also said that Jane Montgomery of the membership committee will be doing entries on the meminfo to keep the membership roster current.

**Religious Exploration:** Shar reported that the committee on full service fellowship will be making recommendations for the feasibility of continuing the second hour during the summer months. Board input is welcomed on this subject and will be discussed further at the next board meeting.

**Human Resources & Events Planning:** Daisy requested that the board approve the appointment of Alex Gacic to the Safe Children Pane to replace Carrie Keith who is moving. Board approved the appointment.

**Endowment & Long Range Planning:** Don Hawkins reported that the endowment committee is seeking a person to replace John Keith who is moving from the area. The membership will be notified of this vacancy through the **Wick** and the **Verbal Chalice**. The names of members interested in serving on this committee will be presented to the board at the March 12 meeting. The board will make its recommendation and the congregation will vote on its recommendation at the congregational meeting in April.

**Social Justice Advisory Council:** Don Harrison reported that the council met this month and plan to recommend the formation of six social action task groups

at the board's March meeting. Articles announcing these social action opportunities will be submitted to the **Verbal Chalice** by Rod Debs and Don Harrison.

Minister Rod Debs handed out the Mid South District 2006-07 Calendar Highlights and reported on his activities with the MSD Board and other MSD events. Lisa Farley, RE Director, will be attending the RE Renaissance Module Training over March 2 -4 in Pensacola. Beach Con will again be held at the UUFEC on May 25-27.

Meeting was adjourned at 8:55 P.M.

Respectfully submitted by  
Sharleenne Farley  
President