

Minutes of the UUFM Board Meeting September 20, 2018

Members present: Barbara Witt, President; Felicia Wilburn, Vice-President; Naomi Shackelford, Treasurer; John Patton, Secretary; Uschi Kling, Member at Large.
Ex-officio: Lynn Hopkins, Minister; Roger Burdette, Coordinator of Religious Education

Absent: Nordis Smith, MAL; Mandy Goheen (sick).

Note: Unless otherwise stated, all motions were passed unanimously.

Chalice lighting/Opening words

The meeting began at 6:30. Opening words were by Christine Robinson.

Selection of time keeper and process keeper

Times were not on the agenda. BW said she wrote times on her agenda, so she would be the timekeeper.

FW volunteered as the process keeper.

Check-in

Minutes of the Month Meeting

There were adjustments to the August minutes.

- 1) BW had asked for an MDF statement from Naomi Sand that needed following up
- 2) JP has volunteered to help with the New Member Orientation
- 3) BW said she did not have the new policy for keys yet as she was waiting for advice from the Safety and Security people.
- 4) The Board needs to be aware of what months they are doing a Beacon statement. Roger has been moved to November.
- 5) FW volunteered to create the boards for the Mission Statement to be posted for Chalice Café.
- 6) The thank you notes are not the responsibility of BW but of the board.

The minutes were then approved.

View from the pews

Lynette Morse, as co-chair of B&G was in attendance, so BW suggested that we move directly to the HVAC issue in New Business. The issues include:

- 1) The actuator is now working but is a temporary fix. Jamey Johnson has found a used one for a couple hundred dollars, but BW does not know if it is rebuilt or not. A new one is \$500. At this point in time, we will hope it works as is.
- 2) The heat pump in front is burnt out. It does not make sense to replace the

compressor as the unit is from 1984. BW has placed calls with companies and John Lamb has given recommendations.

- 3) BW says we need a commercial company, instead of residential companies, to look after the systems. As there is no B&G chair, this might be the best solution.
- 4) The question is where do we come up with 7 or 8 thousand dollars for a new hear pump.

The question is where do we come up with the money. Discussion was open to the group. Possibilities include:

- 1) Address the congregation for funds
- 2) Get outside financing.
- 3) Are mini-splits a possibility? The sanctuary would need 12 of them according to Bill Bradley. The opinion seems to be that they are too expensive.
- 4) Engineers from Alabama Power said a heat pump would be an option for the sanctuary.
- 5) Asking major donors for money.

The sanctuary was seen as the priority, which is the actuator. It is about \$1000. BW again stressed the need for a chairman of B&G to coordinate the building's needs. LH said that the sanctuary is not used as much with rentals. BW said that the amount for the actuator is at least manageable.

LH proposed that attention needs to be on the actuator. A year end fund drive would address the foyer issue. UK made the motion.

BW wants a commercial company to deal with the heat pump. Lynette Morse asked if we could ask Ron to come back. The majority felt that we need someone local.

BW said these items appear to be the decision:

- 1) Priority for repair is the sanctuary.
- 2) We will get a commercial company's opinion on how soon the actuator needs to be replaced.
- 3) The heat pump will be included in the end of the year letter.
- 4) We need an extra \$4000 raised for the end of the year.
- 5) We will pursue a contractual relationship with a commercial HVAC company.

At this point, we returned to the agenda.

Announcements

Reports

Minister:

LH wanted to wait one more week before moving into the sanctuary. Lynette Morse agreed to play in the Fellowship Hall for another week.

LH is looking for more worship associates for 4th Sundays.

Janet Robbins is working on a church directory.

Georgia Banks-Martin is working on birthdays and LH would also like recognition of anniversaries and dates of membership.

LH acknowledge missing committee heads and stated that for her, she would like to fill Member Hospitality and New Member Orientation.

R.E. Coordinator:

RB is pleased with the variety of activities for RE.

RB will be taking off the last week of October.

President

BW said she would not go over the report as the items were being addressed in the meeting. She said that the work of the President is turning into a full time job. She said that the role must be more feasible for future Presidents.

Treasurer

BW said there were many items in the report. Naomi S said it was good to give an overall picture. BW said that Bob did an analysis of our power bill over the past 3 years. We are showing an enormous increase in usage. There was discussion on why the usage has increased so much.

BW said that she will be reworking rental agreements, especially for the Sunday and Monday night groups. She is also moving them to the Conference Room.

Naomi S brought up the MDF and how it shows up on QuikBooks.

BW suggested we spend some time looking over Naomi's reports to learn more about our expenses and finances.

BW said our pledge amounts are down about \$3000.

COCO Review of committee activities

FW held a COCO meeting and she put the minutes on Slack. The COCOs decided to meet quarterly and do check-ins in between time. Jaylan Haley is taking care of publicity and taking care of the website. FW also said that committees will also work in collaboration with each other.

New business

- 1) The Arts and Crafts Sale: It is moved to the 27th of October. BW said that previously there had been a book sale. UK said she would be responsible for the book sale. BW said we also need crafts and art. BW said she is prepping her plants but someone will have to sell them as she will be out of town. Jamey Johnson is making key chains. BW said she would like to raise \$2000.
- 2) Safety and Security Policy: BW said she has talked with LH about the document.

In 2012, the group had accepted the document. Their conclusion was that the policy is not feasible for our Fellowship. We need to parse it down. BW suggested that the Safety and Security Committee go through the policy and find what works for our congregation. BW said she would meet with them.

- 3) Nominating Committee Report: BW said that she had sent us a copy of the report. BW said she edited the people listed because they are not eligible to serve. For example, couples cannot be on the board together. The slide presentation for the recruiting dinner was discussed by the committee also. The Nominating Committee is willing to bring the food, but the Board will host the event. BW said all of the Board does not have to attend. This dinner will be for Leadership Development. Invitations need to be sent out. The date was set for November 3rd. BW said she would host the event. The event will be called the Leadership Development Dinner for the calendar. The secretary is to send the invitations with an RSVP. The invitations need to be sent out in mid-October.
- 4) New Member Brunch: 9 new members joined at In-Gathering. Currently it is set for October 6 at 10:00. Invites are needed. Some board members and a few others would also be in attendance. Names of the new members were discussed. BW wants the event in the monthly Beacon. FW is going to co-ordinate the event. It will be in the Fellowship Hall. There was discussion about what would be covered. FW suggested having the event on the First Wednesday Forum. LH said it could be a New Member Reception. This was approved by the Board. BW said Sam Davis had collected information about the addresses of the new members. The reception will start at 6:00 and there is a need for child care. BW said there needs to be a regular person for Hospitality. LH suggested a point person to coordinate people that are interested in Hospitality but don't want to commit to a long term.

Old business

- 1) Re-keying the building: The building has been rekeyed. There is a new code for the pad. There is also a new key box at the back door. Key usage has been restricted. It is easy to change the code, so that can happen when needed. Some people who had keys long term are not happy about the rekeying.
- 2) Progress toward annual goals and Mission Statement. LH said the by-laws meeting has not been set up, so she is having to post items online. She wanted to meet face to face, but that does not seem to be a possibility.
- 3) The use of Slack: There is some frustration with the usage, but the original time period was set up for 3 months. Therefore, a final decision is not made. There was discussion about the pros and cons of the program. RB suggested a further training program to deal with problems the group is having.
- 4) Building and Grounds Chair: This is a major issue.

Thank-you notes

BW assigned thank you notes to be written by the Board. Each member received notes to send out.

Adjourned at 8:40

Respectfully,
John Patton, Secretary