

- Contractual matters: discussion regarding who has signatory authority on contracts. Bylaws designate Board officers. There is no Contract Signing Policy. Research past Board motions regarding signatory authority.
- Suggestion to propose bylaw change for Annual Meeting of 2012 regarding signatory authority section of the bylaws.

Capital/stewardship campaign status: Kilpatrick

- Encouraged to visit blog and consider posting discussions.
- Reported on first Town Hall meeting.
- Need to improve communication with branches. Silva stated this discussion has come up in the East Mountain branch and the Steering Committee will be encouraging participation in the Capital Campaign.
- Kilpatrick will email Board members with FAQs of Town Hall meetings.
- Kilpatrick asked the Board how much congregational approval or input will be solicited regarding the final architectural plans. Knoebel responded that this will be partially completed by a committee that will be formed later in the Capital Campaign process.

Preliminary membership growth analysis: Knoebel

- Provided handout regarding new member statistics over the past 10 years.
- 774 members currently as of 1/31/11.
- Average number of new members per year is 92 and average number of members who left is 68.
- Further analysis will be done over the coming months and will be shared with the Board.

Master building plan actions: Leland/Herrera

- Architecture scoping study: letter from the architect will be available at the next meeting. This relates to getting the site plan approved, which is good for a 10 year period and takes 4 months to get approved.
- BPTF2 recommends Doug Heller as architect. His contract will be reviewed at the next meeting.
- Discussion regarding formation of working committee to shepherd site plan process through the approval processes.
- Select Board liaison for working committee

LaPuerta contract issues relating to Master Plan: tabled for next meeting

President's Report: Leland

Solar panel project update: Knoebel

Retreat planning: Leland

- Will discuss need for committee representation by Board members.

Core Staff Report: Herrera

Community Bank checking account (which has changed to US Bank, new account number unknown) and our Raymond James & Associates, Inc. account: Robert Leland, Board President, Geri Knoebel, Treasurer, Angela Herrera, Assistant Minister, Ruth West Starr, Church Administrator. Kilpatrick moved, seconded, all approved.

Motion 2: Effective immediately, the following people are authorized to manage the Church's MasterCard accounts: Geri Knoebel, Treasurer, Robert Leland, Board President. Silva moved, seconded, all approved.

Motion 3: Effective immediately, the following people are authorized to sign on our safety deposit box at First Community Bank / US Bank: Robert Leland, Board President, Geri Knoebel, Treasurer, Angela Herrera, Assistant Minister, and Ruth West Starr, Church Administrator. All other names listed on the signature cards should be removed and are no longer authorized to have access to the safety deposit box. Kilpatrick moved, seconded, all approved.

Motion 4: Effective immediately, the following people are authorized to sign on our Wells Fargo account: Robert Leland, Board President, Geri Knoebel, Treasurer, Angela Herrera, Assistant Minister, Ruth West Starr, Church Administrator. Street moved, seconded, all approved.

Motion to authorize Herrera as Acting Head of Staff to sign

- Has asked our Publications Coordinator to be more firm with deadlines for publications.

Future agenda items

- Budget making policy
- Contract signing policy

Important dates

February 25-26, 2011: Board Retreat (takes place here at Church)

February 27, 2011: Special Congregational Meeting regarding Capital Campaign

March 7 to 13, 2011 (tentative dates): Barry Finkelstein to conduct feasibility study

March 15, 2011: Board Meeting

March 17 -20, 2011: UUA Large Congregation Conference in Minneapolis, MN

contracts. Knoebel moved, seconded, all approved.

Motion to authorize Leland, Knoebel, Herrera, and Kilpatrick to form a Site Plan Task Force. Demi moved, seconded, all approved.