

**First Unitarian Church
Board of Directors Meeting
6:30 PM in Social Hall
15 March 2011**

Members Present: Rob Leland, Geri Knoebel, June LeCrone, Tom Wofford (acting as note-taker), Jane Hendley, Nancy Kilpatrick, Alice Demi, John Kwait, Anne Marie Silva
Members Absent: Erika Johnson-Jimenez, Kelly Street
Member Ex-Officio: Angela Herrera

Major Discussion Points	Action Items
<p>6:30 pm Chalice lighting and reading: Hendley</p> <p>I. Consent agenda</p> <p>A. January 23, 2011 Annual Meeting minutes: Johnson-Jimenez Corrections: <ul style="list-style-type: none"> • June LeCrone & Geri Knoebel not on BPTF1, but Reed Atherton was. • Page 3, “Line 65” (highlighted) – strike. Also, last page, remove “Election Results” since no report was made. </p> <p>B. February 15, 2011 Board minutes: Wofford Corrections: <ul style="list-style-type: none"> • Remove account numbers from minutes. • Page 1, Consent Agenda, Treasurer’s Report, 4th item: include date of congregational meeting (Jan 23). </p> <p>C. February 27, 2011 Special Congregational Meeting Minutes: Johnson-Jimenez</p> <p>D. Treasurer’s report: Knoebel</p> <p>E. Core staff report: Herrera</p> <p>F. President’s report: Leland</p> <p>II. New business</p> <p>G. Review and adoption of Board agreements: Leland <ul style="list-style-type: none"> • Discussed checking in as an experimental practice in line with our shared understandings, with no need to codify at this time </p> <p>H. Master building plan actions: Knoebel/Herrera <ol style="list-style-type: none"> i. Feasibility study update Barry Finkelstein’s suggestions: <ul style="list-style-type: none"> • Get some major commitments now • Contact people who moved away (“alumni”) • Ask for help from major donors to encourage others' generosity • Expect from other congregations' experience for stewardship money to be flat during capital campaign (per pledge unit?) </p>	<ul style="list-style-type: none"> • Corrected date of June board meeting in tonight’s agenda. • Motion to adopt agenda with correction: Demi moved, seconded, approved. • Items A & B from consent agenda to be discussed for correction. • Motion to approve amendments & accept consent agenda: Kilpatrick moved, seconded, approved. • Motion to accept shared understandings from Feb 2011 board retreat: Demi moved, seconded, approved.

- Get in touch with Steffan Joneson, UUA consultant for large congregations
- ii. Architectural contract
 - Discussion of LEED certification to be added as additional service; starting process costs \$7500 (includes consultations with LEED specialists); end cost estimated to be 5% of total building project cost. Various levels possible. May encourage increased contributions.
 - Also discussed asbestos in current buildings – suggested inspections. Full report could be \$2000 - \$3000.
 - Dates moved out.
- iii. Establishment of Design and Construction Committee Team
 - Nancy Kilpatrick, Paul Caskey, Rick Kennedy, & Geri Knobel have agreed to continue from previous task force. Linda Skye thinking positively about it, possibly open to leading it. Charter not yet written. Others being considered.
 - Three phases: 1) site plan, 2) design, 3) construction.
 - Discussed starting task force with core group, which will choose additional members based on what expertise they need; discussed of level of board involvement.
 - Initial charge to include working with architect to ensure needs & desires of congregation are met in generating site plan and design.
- I. LaPuerta contract: Herrera
 - i. Playground equipment relocation costs
 - ii. Proposed lease
 - iii. La Puerta response
 - Discussion about need to resolve play structure issue in contract. Discussion about code issues.
 - iv. Executive session
 - Board agreed to approve current language of offered contract. Angela will respond to La Puerta's letter.
- J. Filling open Board positions: Leland
 - Kilpatrick nominated for Vice President; Johnson-Jimenez for Secretary; Kwait to lead a task force in advising board on policy governance.

III. Future agenda items

- 2011 Board goals statement
- Long range strategic plan
- Budget making policy

- Motion to accept contract with Mullen Heller based on scope letter, with addition of LEED process initiation fees of \$7500. Seconded, approved.
- Motion to charter Design and Construction Team with initial members Nancy Kilpatrick, Paul Caskey, Rick Kennedy, Geri Knobel, with additional members chosen by the Team with board approval. Charter to include working with architect to ensure needs & desires of congregation are met in generating site plan and design. Silva moved, seconded, approved.
- Motion to enter executive session to consider La Puerta contract. Silva moved, seconded, approved.
- Motion to exit executive session. Wofford moved, seconded, approved.
- Motion to approve language of La Puerta contract as currently offered. Knobel moved, seconded, approved.
- Motion to approve all nominees. Knobel moved, seconded, approved.

- Personnel policy review

IV. Important dates

- A. March 17-20: UUA Large Church Conference, Minneapolis
- B. April 19, 2011: Board Meeting
- C. April 21, 2011: Peter Morales, UUA President, to speak on immigration
- D. May 17, 2011: Board Meeting
- E. June 21, 2011: Board Meeting