

USG BOARD MINUTES  
January 25, 2011

Board Members Present: Berdine Whedon President, Mark Bernstein. Susan Bockius, Walter Ceglowski, Mary Lee Keane, Norman Matlock, Linda O'Gwynn, Rudy Sprinkle, Marny Walsh

Board Members Absent: none

Non-Board Members Present: Kent Matthies, Jude Henzy, Tom Smith, Treasurer, Sam Gugino, Carolyn Cotton

### **CHALICE LIGHTING & CHECK IN**

#### **TREASURER'S REPORT**

1. Tom Smith presented second quarter budget report (see attached)
2. In addition Treasurer and Budget and Finance Committee continue to clarify accounting procedures and budget estimates.
3. Lee Meinicke is working on CIF quarterly report

#### **STEWARDSHIP CAMPAIGN**

1. Visiting Stewards will replace Cottage Lunches as the focus of the Stewardship Campaign this year as advised by Wayne Clark, Stewardship consultant.
2. The orientation led by Joan Priest from JPD will take place February 19 from 9-12. Sam requested that all Board members attend and if possible make a commitment to be a Visiting Steward. Kent and Berdine encouraged Board support.

#### **MASTER PLAN IMPLEMENTATION COMMITTEE**

1. Carolyn Cotton presented a status report on the RE office and Austin Youth Lodge construction projects, the contract with Brawer & Hauptman architects, criteria for contractor qualifications and a projected time line for Sullivan Wing renovations. (see attached)
2. She requested Board approval of the proposed contract with Brawer & Hauptman architects for work on the Sullivan Wing renovations for \$17,175 (see attached). Discussion followed concerning the role

of the architects and funding for the project. Concern was expressed that the Board needs to set and adhere to procedures that ensure that members are given ample time ahead of meetings to review and assimilate important information before a vote is taken. After considerable discussion the following motion was made.

**Motion #158: To accept the MPIC contract with Brawer & Hauptman Architects for renovation of the Sullivan Wing.**

**Status: Passed 7-2**

3. **Status of funding for renovations: Current estimate is \$153,000 for Sullivan Wing plus cost of RE office and Youth Lodge renovations. To be financed by:**

**Matlock Challenge - \$13,500**  
**Sullivan Library Fund 60,000**  
**Memorial Fund 30,000**  
**Magaziner Bequest 10,000**

**Remainder - Mark is working with Valley Green Bank to establish a Line of Credit up to \$150,000 at 5 1/2% for 10 years to be paid through rental income from Youth Lodge apartment.**

4. **Mark requested additional money for work to support the back exterior wall including the overhang needing masonry repair for \$10,500.**

**Motion: To add additional \$10,500 for external repair and furnishings**

**Status: defeated**

Linda expressed concern that historic preservation be considered in the exterior work. She asked the B&H architects review the proposal from the Property Committee.

5. **The Board requested that the source of funds and expenditures be included in the monthly report from the MPIC. Rudy emphasized the need to systematize separate book keeping for the construction projects.**

**APPROVAL OF NOVEMBER MINUTES Approved as amended.**

**REVIEW DRAFT BUDGET**

**1. Mark presented a mid-year revised budget (see attached) and recommended that the Contingency Fund be moved to B&G for repairs and maintenance and that JPD and UUA dues be postponed until the end of the fiscal year when a more accurate picture of income and expenses is available. Discussion ensued leading to the following motions:**

**Motion #159: To move \$6,000 from the Contingency Fund to Building and Grounds - maintenance and repairs (#7160).**

**Status: passed 7-2**

**Motion #160: To move the Strategic Council (line 5365) to the Program Council (line 5356) and rename it Ministries and Programs Council and change the amount to \$900.**

**Status: passed**

**Motion: To move \$700 from the Contingency Fund to Office expense to update computers.**

**Status: defeated 6-3.**

## **CONFLICT OF INTEREST POLICY DISCUSSION**

**Due to the lateness of the hour, Mary Lee will send out a report on the status of the Conflict of Interest discussions with B&G and MPIC chairs. Members are asked to review and be prepared to vote at the February meeting.**

## **ITEMS FOR THE REMAINDER OF THE YEAR**

**Board members are asked to e-mail to Berdine their priorities for Board consideration for the remainder of the fiscal year. So far this includes:**

- Planned Giving**
- Evaluation of ministerial performance**
- Review of accessibility score for USG (Rudy)**

## **MISCELLANEOUS**

- 1. Magaziner donation - \$10,000 was received and will be used for Sunday School space per Irene Magaziner's request.**
- 2. Matlock Challenge has been met. A celebration and open house of Jude's office when complete, is planned to be funded by donations.**

3. **UUA Diversity project - status and plans.**
4. **Nominating Committee members - Charles Gabriel and Alan Windle were appointed by the Board.**

**NEXT BOARD MEETING - Tuesday, February 22, 2011 at 7:30 in the Sullivan Chapel**

**Respectfully submitted,**

**Marny Walsh  
Board Secretary**

