

USG Board Meeting Agenda / MINUTES

November 28, 2017

Attendees: Susan Smith, Eva Finney, Joanne Davis, Michael Campbell, Jenn Leiby, Jess Slivak, Bill Morrow, Debbie Ward, Eli Scearce, Kent Matthias, Gloria Guldager, Bill Dowdall, Mark Bernstein, Susan Bockius, Gail Gibbons

Background:

- Met Report
- Year-end financial statement with notes
- Schwab CIF value report

1 Approval of October minutes – **Decision: The October 2017 minutes were approved.**

2 Budget Overview, part 2 Mark Bernstein, Susan Bockius

- The Treasurer issued a request for the Board to consider appointing Susan Bockius as Deputy Treasurer at a future Board meeting.
- Questions: Can a committee that does not spend its funds request MET to transfer those excess funds into another account? Who is empowered to authorize transfer of funds between accounts?
- Board should consider providing MET guidance as to policy for budget priorities (e.g., reducing the deficit, vs. keeping money in the market, etc.)
 - **Action: Working group of Eva Finney, Bill Morrow, Michael Campbell, Mark Bernstein, Susan Bockius, Kent Matthias, Gloria Guldager, and Dennis Brunn to meet to draft general guidelines as to potential budget priorities and approval/authorization requirements, if any.**
 - *Post-meeting note:* Eva Finney will convene the budget priorities working group.

3 Financial Policies Review - status

- Linda Bernstein, Andrea Parry, and others have been working on Financial Policies revisions and possible new policy creation; changes will go to GMTF prior to coming to the Board.

4 Stained Glass Window Plan – next steps Susan Bockius

- It was noted that separately the Buildings and Grounds Committee is reviewing estimates of needed repair and restoration of the existing stained glass. Possibly, all repairs could be in excess of \$200,000. An immediately-needed repair might cost \$20-30,000.
- 2 congregational meetings were held to review the Stained Glass Window Plan, and 8 comments were received. Revisions to the plan were made accommodating the congregational comments.

- **Decision: Board approves the subject matter and the concepts for the eight empty windows as submitted by Susan Bockius and her committee to the Board on Nov 28, 2017.**
- A congregation-wide viewing of the approved concept will be scheduled at the earliest possible time.
- **Action: Susan Bockius to send Eva Finney the amended Stained Glass Window concept for inclusion in the minutes.**

5 Elevator Update

Bill Dowdall, Bill Morrow

- We are in the process of receiving bids from sub-contractors. Presentation of the final budget is envisioned to the Board in the first half of December, if possible (approval is required prior to moving forward).
- The entry pathway was redesigned after Board comments from the last meeting. The new pathway will lead more directly from the parking lot to the elevator entrance.
- Clarification of “design-build” concept: There is architect-led design-build (ALDB), and contractor-led design-build (CLDB). In ALDB, the architect ensures work is properly done through inspection and approves the work. With CLDB, the contractor ensures work is done properly and the architect is not involved after the initial design. CLDB may be cheaper since the architect does not have to be paid after the initial design stage. CLDB sub-contractor bids can be competitive, however, with bids received from more than one sub-contractor.
- “Do not exceed” language is not in the current draft contract with the contractor. However, “do not exceed” clauses in contracts often do not protect against cost overruns since these clauses can contain escape language based on discovered property conditions, etc. No contract will be signed until USG Counsel has reviewed the contract.

6 Anti-racism initiative update

Kent, Debbie

- A task force meeting was called and it was realized that a smaller group might be more effective to start off with. The smaller group met and:
 - determined it is important to articulate where we would like to go with anti-racism work
 - reviewed and acknowledged our history of anti-racism work
 - examined current efforts aligned with Black Lives Matter movement
- Moving forward, we will conduct an audit of strengths and weaknesses, and identify areas of focus for future work.
- In the meantime, we can make progress in some ways:
 - Look at current USG committee programming and examine what is missing/needed
 - Ensure multiple avenues for people to engage in the work (SGM, CSD, ASD, ERC, Sunday service, movies, books, etc.)
 - Sunday service – how can we increase the multicultural presence?
 - More visibility in the service for people of color.
 - Music selections
 - There seems to be two schools of thought within the congregation
 - Folks who feel that we should be busy working in the community for change
 - Folks who feel it is important to build internal awareness at USG

- The White Privilege Group has regular discussions planned every second Sunday of the month
 - Continue the Ending Racism Committee film viewings
- 7 Retreat follow-up
- **Decision: December Board Meeting will be moved to after service on Sunday 17-Dec-2017, with intent to focus on approval of the elevator final budget, and retreat follow-up.**