

## USG BOARD AGENDA / MINUTES - September 26, 2017

**Attendees:** Susan Smith, Eli Searce, Eva Finney, Jenn Leiby, Debbie Ward, Jessica Slivak, Kent Matthies, Michael Campbell, Bill Morrow

Not present: Gloria Smith, Joanne Davis

1. Approval of August minutes
  - **Decision: The August minutes were approved.**
2. President's Report

### Retreat

The Board Retreat is at 8:30AM Saturday 30-Sep-2017. Topics will include the Board self - assessment, discussion on growth of membership, and a financial overview

Fellowship Hour Request – The Board has been asked to host a fellowship hour so that the congregation can get to know Board members. **Decision: The Board agreed to host a fellowship hour on 15-Oct-2017.** A request was raised to post Board member pictures in the dining room, as well as pictures of committee chairs, so that congregants can better know the church leadership.

3. Elevator Update
  - The original presentation of the elevator idea to church membership led to two points of feedback from the members: 1) an external entrance is needed, as well as 2) building in additional storage space.
  - Final drawings and design for the elevator are targeted for completion in time to present at the Oct 2017 Board meeting. The elevator needs to access 3 levels, requiring 2 doors in the elevator, one in back and one in front. An Otis 3000lb capacity elevator will likely be installed.
  - Elevator committee proposal: When digging for the elevator, additional digging will be done at the level of the 1<sup>st</sup> floor (dining room level) to accommodate the additional storage space request, if this can be done within the existing budget. Current estimates indicate this can be done within the existing budget.
  - Budget: \$515K total has been pledged, plus there is an additional \$4K offset for the driveway leading to a \$519K overall budget for the elevator and driveway. Current estimates for the driveway and elevator are:
    - Upgraded driveway ~\$100,000
    - Elevator (including walkway) plus storage ~\$400,000
  - Tentative timeline:
    - Approval of final design by Board in Oct-2017.
    - Bids are expected in Nov-2017.
    - There is a 16 week lead time for elevator delivery after ordering. Ordering elevator in Nov-2017 → Mar-2018 delivery.
    - 4 weeks to put together elevator after arrival, and installation → Apr-2018.
  - Most of 2<sup>nd</sup> year pledge money will be in by April 2018.
  - We will request around \$50K from a Chalice Lighters' grant, but total project cost is required prior to submitting the grant. Linda Bernstein is authoring the grant request. Grants are preferentially given to congregations with higher Chalice Lighters

membership, so the elevator committee plans a Chalice Lighters membership drive in coming weeks.

- **Assignment: The Board requests that the elevator committee obtain legal input regarding protections in the builder's contract against cost overruns, and that elevator maintenance contract costs be considered as part of the decision for which elevator to purchase.**

#### 4. Safe Congregations Policy Revision

- First proposed revision:
  - Current language: All non-staff workers need to complete the applicable application forms included in this policy and must consent to have the following screenings
  - New proposed language (addition underlined): All non-staff workers age 18 and over need to complete the applicable application forms included in this policy and must consent to have the following screenings
- Second proposed revision
  - Current language: Children grade three and younger can be released only to a parent or guardian unless prior arrangements have been made with the DSD or Teacher.
  - New proposed language (addition underlined): Children grade two and younger can be released only to a parent or guardian unless prior arrangements have been made with the DSD or Teacher. This requirement also applies to children in grade three if they are grouped with children in grade two or younger.
- **Decision: The Board approves these 2 changes in wording in the Safe Congregations Policy.**

#### 5. Minister's Report

- Kent believes the church is doing very well and is in a healthy place. The elevator effort is one example of the health of the congregation. Anti-racism is a core part of the values of this congregation. However, not all congregants understand "anti-racism" in the same way.
- The minister requests the Board to make a statement saying that USG is committed to anti-racism work at personal, congregational, and wider community levels, and that we commit to working at being effective in this effort in the coming months.
  - The Ending Racism Committee (ERC) would like greater Board visibility in promoting USGs anti-racism work.
  - BLUU (Black Lives UU) is a national UU organization that put out the materials for the Anti-Racism Teach-In #1. This group has put out additional materials for an Anti-Racism Teach-in #2 and is requesting Oct 15 or Oct 22, 2017 for this second program, but this is very short notice. USG may push this to November 2017 since sermons are already planned for October.
  - The minister proposes a working group composed of members of the Board, MET, all staff, ASD, CSD and perhaps others to discuss and coordinate anti-racism work across USGs various organizations, to ensure a common focus and plan for the year. At a minimum, the Minister requests that Board members discuss anti-racism with congregants.

- **Decision:** The Board supports the minister's proposal for a working group to coordinate anti-racism efforts among USGs organizations, to ensure a common focus and plan for the year.
- **Assignments:**
  - **Debbie Ward and Eli Searce** to convene a working group to coordinate anti-racism efforts among USGs organizations, to ensure a common focus and plan for the year.
  - **Susan Smith and Kent Matthies** to work on a Board statement on anti-racism to go in the ComUUnicator.