

## **USG Board of Trustees Meeting - 11/19/19**

**Approval of October minutes** - the minutes were approved with the following correction: *The Nominating Committee will identify Board candidates and a representative of the Board will invite them to stand for election.*

**Driveway** - Bill Blasdel, chair of the Building and Grounds committee, updated the board on the status of the Driveway Paving project and answered questions. Memorial fund money will be used to pay for the driveway project, which will cost about \$22,000. The repaved driveway will be 18 feet wide much of way, except for the top portion closest to the street. There will be spots where cars can pass each other. We discussed several related issues. 1) are we certain stormwater mitigation won't be affected - no, mitigation work will occur well below the end of the driveway. 2) are we certain new driveway won't be damaged by heavy equipment used in future parking lot work - no, heavy equipment won't damage new driveway 3) We will need to minimize inconvenience caused by driveway work - every effort will be made to minimize disruption for all constituencies and the work can hopefully be scheduled between Christmas and New Year's.

**Proposal:** *To pave the driveway with the understanding that Memorial Endowment funds will be used to complete the project and the timing will be worked out so that worship services will not be disrupted.*

The proposal was unanimously approved by the Board. Repaving the driveway was part of the capital campaign project that also included the construction of our new elevator. The new driveway will fulfill the second part of our capital campaign commitment.

**Trees** - Bids are out to cut down 4 trees at a cost of about \$15,000.

**MET Report** - This is the second year in a row that a fill the gap campaign has been required to meet the budget goal. There was a discussion of how the USG budget is constructed. We have 180 pledge units and usually 30-40% of the households haven't committed by pledge time, but by the end of the fiscal year, we have achieved over 100% of our budget goal.

**Board Retreat Recap** - (see Board Retreat minutes).

**Personnel Committee Job Description Approval** - the Personnel committee created a job description detailing expectations for Committee members. The Board approved the job description as written.

**Nominating Committee Suggestion Approval** - two candidates have been identified as candidates for the Nominating Committee. Jenn will make the ask.

**Security Project** - we continued a conversation about using money from the Sullivan Assistance Fund to finance the security project (new locking system for doors, etc.).

The meeting was adjourned at 9:50.

Respectfully Submitted,  
Sam Stormont - Board Secretary