

**UUFC BOARD OF TRUSTEES  
MINUTES FOR MARCH 13, 2017**

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Present: Carl English-Young, Kyle Jansson, Linda Hardison, John Bailey, Kathy Kopczynski, Kelley Kendall, Joan Rose, Peter Sanford, Virginia Shapiro, Elona Meyer

Staff: Jill McAllister, Jean Gilbert, Elizabeth Sollie

Guests: Susan Sanford, Marcia Shaw. Chris Bentley, Keith Martin

### **Consent Agenda**

The consent agenda was reviewed, including the Financial Reports for January, minutes of February 13<sup>th</sup> Board meeting, and the Minister's Report. Peter moved that we approve the items on the Consent Agenda; John seconded the motion, which carried unanimously.

### **House Sale Progress**

Activities related to sale of the house to CZC continue. CZC is revising and re-submitting their proposal to the city. The City Engineer will review their proposal prior to its submission. How codes will precisely apply to CZC and UUFC are in question; some exceptions could be granted. The estimates for meeting codes are in flux as well but will be clarified.

### **Reports on Justice Council, Spiritual Firefighters and Sanctuary Action**

Susan Sanford reported on the "Spiritual Firefighters" work she and Alice Lyman have been spearheading. An initial meeting was attended by 21 people. Suggested weekly practices to address spiritual and psychological suffering are being published; there will be monthly gatherings, including the possibility of a new iteration for a chalice group focusing on Spiritual Firefighter issues & concepts.

Minister, Jill McAllister reported on the work of the Justice Council; Ann Pemberton and Larry Roper submitted a report outlining accomplishments of the Justice Council to date. Larry will provide the sermon later in April.

### **Decision-making Process for Building Enhancement**

Carl noted that communication will be key as we move toward the annual meeting in May; we want all congregants to fully informed and able to vote on whether to proceed with our plan. There is currently a gap between conservative estimates for capital campaign earnings and the potential costs for needed repairs and improvements. We will have a fuller picture of potential costs when we have the analysis from the structural engineer. Some costs will be hidden until the work commences, necessitating a contingency fund. Likewise, we do not yet know what our actual earnings will be from the Capital Campaign.

Building Committee members suggested that we decide on 5 or 6 priorities for people to consider for our initial enhancement phase. We will have to meet city codes, such as the installation of sprinklers.

The following priorities could/would be addressed in phase 1:

- Meeting code requirements. This includes the installation of sprinklers & any required improvements to sidewalks and the parking lot.
- Structural engineering analyses (soil, seismic, foundation, roof, walls, etc.) The building committee will help determine the scope of analyses.
- New HVAC (NB: we will not actually have air conditioning.)
- New flooring for the sanctuary
- Social Hall and Kitchen (This addition would not include a fully equipped kitchen, furnishings, etc. The plans for the social hall/kitchen include passive features for energy efficiency.

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We will provide meetings at 8:45 AM (before the early service) and again after the second service on April 9<sup>th</sup>, 23<sup>rd</sup>, 30<sup>th</sup>, and May 7<sup>th</sup> for congregants to have the opportunity to get questions answered and provide input into prioritizations for phase 1 of our building enhancement process. The Annual Meeting is scheduled for May 21<sup>st</sup>.

**Accounting for BEP expenses**

After a brief discussion concerning the use of early capital campaign monies to pay for preliminary expenses, John moved that pay for expenses-to-date from funds donated, as recommended by our Business Manager, Jean Gilbert. Kathy seconded the motion, which carried unanimously. Preliminary expenses included feasibility consultant, Architect fees, etc. It was noted that we could decide to redirect funds to enhancement efforts, at the end of the fiscal year if there are unspent monies. Not all deferred maintenance issues need to be addressed through capital campaign funds.

The Board adjusted their meeting times in preparation for the Annual Meeting. They will meet April 17<sup>th</sup> and May 1<sup>st</sup>.

The Board was informed that a homeless person referred to us was given permission to temporarily park on our lot. We currently do not have a policy regarding this form of sanctuary. This is an opportunity to give this some thought. Insurance coverage and access to facilities were noted issues.

**Voting Procedure for UUA Presidential Election**

During a brief discussion addressing voting procedures for the UUA presidency, it was noted that

- We entrust our delegate to make decisions.
- Those interested in serving as delegates could view and discuss the taped presentations from the PNW assembly meeting.
- There are opportunities for delegates to contact candidates through their web sites.

**First Reading of Building Access Policy**

We briefly discussed an initial draft provide by Jamie Petts concerning a building access policy. We agreed that this policy is needed. Kyle offered to make any needed refinements. We will have a second reading in April.

The meeting was adjourned shortly thereafter.