UUFC
Board Meeting June 10, 2019

7:00pm - Room 7

Present: Craig Olbrich, Kathy Kopczynski, Jerry Buthmann, Herky Gottfried, Daniel Landberg, Brooke Landberg, Uta Hussong-Christian
Absent: Jen Akeroyd
Staff: Jean Gilbert, Jamie Petts, Jill McAllister
Guests: Scott Bruslind, Steve Strauss, Jack Shafer, Melinda Sayavedra, Anna Sontag

1. Open Meeting
   a. Brooke gave a reading from: Michael Cunningham’s, “The Hours”
   b. Agenda check
      Craig suggested adding a calendar update at the end of the meeting.
   c. Consent agenda
      a. May 2019 Board minutes
      b. Minister’s report
      c. Treasurer’s report
      d. Financial docs supporting treasurer’s report
         ● UUFC Balance Sheet, April 2019
         ● UUFC Profit-Loss, April 2019
         ● Building Expansion Balance Sheet, April 2019
         ● Building Expansion Profit-Loss, April 2019
      e. May 2019 Annual Meeting minutes
         The consent agenda was approved by the Board
   d. Construction Update
      a. Jean delivered an update on the construction project status.
      b. Reported on recent meeting with Ryan McAllister and two architects.
      c. Fast schedule was not a problem for architects.
      d. Construction team will decide on architect at next meeting.
      e. Jean sent termination notice to diLoreto Architects.
      f. UUFC can reuse permitting documents with the city but not the social hall design.
      g. Gerding can work with either architect
   e. Contracts review
      a. Jean reported on the status of current contracts.
b. Jean contracted with David Petts to build a handrail for the front steps.

c. Contract was renewed with Magic Flute. Rent will be gradually increased to current value since there has been no increase in 10 years.

f. Member
   a. Comments: none
   c. Reminders: none

g. RE Hire
   a. Jill reported on the hiring of the new RE director.
   b. Will meet him August 5.
   c. Jill discussed background for higher cost for this position.
   d. Will work at bottom of assistant minister pay scale at 3/4 time.
   e. One year contract. Increase about $10k this year. Bigger increase next year.
   f. Israel Buffardi is highly recommended.
   g. Michael will help with transition.

h. Sanctuary Church Implementation
   a. Melinda Sayavedra discussed status.
   b. Melinda reported on the Next steps document including follow-up exchange between Jill and Melinda.
   c. Questions from townhall meeting and fellowship members were answered.
   d. IRST is likely primary with support from Board on policies review/approval and recommendations review/approval
      i. How to vet guests and prioritize.
      ii. Send out proposed procedures for review and comment by other churches.
      iii. Recommended new team for handling public relations communications for the sanctuary activities.
   e. Board volunteers are needed for this effort to serve on teams.
      i. Uta suggested to postpone board member selection to Sept. meeting.
      ii. Some discussion of duties of team members.
   f. Kathy recapped the duties of a Sanctuary Response Team.
      i. Vetting would only be 3 members. Staff, Board, Member reps
      ii. Larger IRST team to provide support of refugees.
   g. Sanctuary Public Relations Team would handle media releases.
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i. Board member volunteer?
ii. IRST volunteers?

i. **Additional appointment to SFT** (Stewardship & Finance Team)
   a. Some discussion of naming teams vs. committees.
   b. Jema Patterson attended recent meeting of the SFT and reconsidered and is asking to join.
   c. Russ recommending her appointment as she has
      i. development experience,
      ii. communications & marketing background,
      iii. non-profit donor relations experience,
      iv. understanding/experience with digital marketing,
      v. passion for community building
   d. Board approved Jema to SFT.

j. **Board Meeting Month Off**
   a. Uta discussed if the board should take a month off in the summer?
   b. Board decided to not meet in August.

k. **Board Retreat Date**
   a. Pre-work: fill out doodle poll for possible dates in July and August
   b. Board consensus of July 3, at 5:30 PM for board retreat.

l. **Board reviewed proposed calendar**
   a. Non-profit training conference will be February 29.
   b. Jill contributed that climate justice reports will be delivered quarterly.
   c. Partner church wants to do an international relations townhall.
   d. Possible building townhall in April or May.
   e. Leadership suppers are held 3 times a year.
   f. Jill proposed not having a service on Labor Day weekend.
   g. Picnic is Sunday, July 21.