

UUFN Board Meeting  
In-person at MacKinnon Hall  
Wednesday, August 11, 2021, 7 p.m.

Attendees: Dave Athey (Renovation Project), Mary Cannon (Personnel Chair), John Pesek (Member-at-Large), Rev. Don Garrett (Minister), Janet Louise (President), Pam Baumbach (Secretary), Pat Field (Treasurer), Leidy Diana (Office), Andrea Harding (DRE), Bev LaRock (Past-President)

6:45 p.m. - Congregant time to speak - no one arrived

7:00 p.m. – Chalice Lighting – Opening Words – John Pesek

- Check-in

7:12 p.m. – Approve last month's 2 Board Meetings (7/14/21 and 7/29/2021),

- Drafts with edits are in Dropbox

Motion by approve the Board minutes from the 7/14 and 7/29 meetings made by Rev. Don Garrett, seconded by Pat Field (abs on 14th) All in favor, Passes.

- Pam Baumbach to send final PDFs to John Pesek to be posted on website
- Appoint Time-keeper - John Pesek
- John Pesek - article 13 of By-laws dictate use of Robert's Rule of Order

7:17 p.m. – Introduce new Treasurer – Pat Field

- Reviewed Monthly Financial Statements
- Bev LaRock will request Pledge drive units and total
- UUA thinks we have 121 members, can be recertified every February, Breeze has 127

7:25 p.m. – Leadership Development

- Positions till open – President-Elect & Board At-Large
- Many vacant positions
- Paula Oraziotti Chair for Social Justice Committee

7:30 p.m. – Re-opening Guidelines – Andrea Harding

- Reviewed “Guidelines for Sunday Services” and Proposed Member Letter
- All future documents will be dated for identification
- RE helpers are vaccinated, masked and background checked
- Clarify “Once you exit, close all doors” in member letter
- Free-Covid Testing in Newark: Tuesdays 11-7 in Hollingsworth parking lot & Fridays 10-4 in Laird parking lot
- Have free testing information added to weekend update

7:48 - Personnel Report - Mary Cannon

- Continuity very important, handout has list of responsibilities, second side is calendar of what needs to be done and who does it

- Biggest problem is around benefits, repeated errors, we have 2 employees that qualify. Working with UUA and TIAA to make it right. Accountant has been very helpful and is setting up autopayments.

7:55 p.m. – MacKinnon Hall Renovation Report – Dave Athey and Committee

- A summary-only version of the report would be good to disseminate the information
- Cracks in ceilings are from lack of expansion joints and not structural
- New ceiling will be panels so damaged pipes above it can be replaced more easily
- Carpet to be replaced, fans taken down, maybe replace chairs
- Lighting with improved energy efficient and flexibility
- HVAC - remove and replace whole thing
- Sprinkler system - now dry system, corrosion problem - possible dryer solution
- Bathroom HVAC upgrades not included in improved ventilation; systems are all connected
- Estimated 26-week turnaround time for completion of design, permitting, and construction.
- Preliminary estimate is \$400,000 (includes contingency)
- Construction costs are currently high but may lessen over time.
- Furlow identified many, many items needed in kitchen but these are not included in the project to minimize “scope creep”
- Funding options include incurring debt.
- If we improve some things, do we need to make everything up to code? Contractor stated that improving MacKinnon will not require improvements of kitchen.
- Is the committee done? Should it be disbanded? Project financing will be explored by the finance committee.
- The plan to presented to the congregation at the October congregational meeting, committee can help with questions.

8:15 p.m. – Minister’s Report (Sound system report) - Rev. Don Garrett

- Costs were dramatically understated. Originally, the verbal price as stated by Spinnaker was \$16,000 +/- . This was for a record-n-stream system only.
- When reviewing our needs for hybrid and worship the way we want to, company said it could be done. Additional costs were not discussed. “project-creep” has resulted in a \$31,113.90 quote
- After UUFN approves the expenditure, it will take approximately 1-2 weeks to schedule and several days to install.
- Spinnaker will be available on [Sunday](#) mornings to troubleshoot for one year
- Board needs to give the approval for the purchase.

Motion to authorize the treasurer to pay Spinnaker up to \$33,000 for AV streaming improvements listed in the written estimate. Motion made by Bev LaRock, seconded by Janet Louise, 3 in-favor, 2 abstentions. Motion passes.

8:39 p.m. – President’s report

- UUA Helpful Board Habits webinar 6:30-8 for 3 Tuesdays starting 8/17, \$15 cost per person, will be reimbursed
- Call of Duty - Governance basics
- Cluster - UU Family Fun Day

- Picnic plans: BYODinner 9/11 4pm-7 in UUFN parking lot, Janet Louise will get into Connections by 15<sup>th</sup>
- Extended families, there will be forms for demographic, will be distributed at picnic and online

8:47 p.m. Board Retreat plans ([August 25](#)– 26) Janet Louise

- [Friday](#) night – 6:00 @ Janet Louise's home, 8 Phelps Lane, Olive Tree menu
- [Saturday](#) - 9:00 – 5:00 @ Bev LaRock's home, hot tea
- [Pam Baumbach](#) - lunch sandwiches from Acme, Keurig and supplies
- JL & DG will get together to set up program

8:53 p.m. TD Ameritrade paperwork to be signed by JL, PF, BL & PB after the meeting

8:54 p.m. New Business – none

8:55 p.m. Closing Words & Extinguish Chalice – John Pesek

8:58 p.m. Meeting Adjourned.

Next meeting is board retreat 8/27-28