

Unitarian Universalist Congregation of Gwinnett
12 Bethesda Church Road, Lawrenceville, GA 30044

Board of Trustees Meeting

March 20, 2019 scheduled 7 to 9 PM

Attendance:

Present: Marcus Kabel, President; Bill Benshoof, Vice President; Terry Welsher, Secretary; Ally Perras (Zoom), At-Large; Nathalie Bigord, At-Large; Daniel Bailey, At-Large, Rev. Jan Taddeo.

Absent: None

Quorum present: Yes

Guests: None

Proceedings: Meeting called to order at 7:15 PM with opening words by Rev. Jan

Minutes for the February meeting were approved by e-mail on March 20 and uploaded to the BOT Google Drive.

Current Discussions

Minister's Report – Rev. Jan's report is appended to this document. A few points were discussed in the meeting

- A certified letter regarding a tree on neighboring property that needs to come down has been sent. There had been no reply as of March 20. The tree was taken down April 3.
- General Assembly (Spokane, WA) registration opened March 1. We are allowed 3 delegates based on the congregation membership plus minister and religious educator. Delegates can be on-site or off-site. Terry Welsher will be an on-site delegate. We need to recruit two more.
- It has been some time since a "Volly of the Quarter" has been named. A list of candidates was discussed [The list will be appended to the Google Docs version of these minutes]. Since it has been so long there could be as many as a dozen recipients. The name of the award will be changed to "Partners in Ministry". Gift options discussed were Amazon cards and chalice pins. The awards will be announced at the Bridging Service on May 19
- There will be [was] a fire drill near the end of the May 24 service.
- Turning Sun is having (had) an Open House March 22 & 23.
- Side conversation not in the report – Rev. Jan mentioned that the school will be opening in August and we will not be able to have the Yard Sale in the same way we've had in the past because we won't have access to all the classrooms during the week, and we can't have a lot of people, especially general public coming in

during school hours. She spoke with Carol Kreson about 1) would she be willing to take a leadership role this year (answer was no), and 2) how might we change it so that it could still happen, e.g. moving it to July, or having it for just one day (Saturday) and just in the Sanctuary and Library. This is to give the Board a head's up that the revenue budget for the yard sale may not make its goal this year. Rev. Ja will continue to seek someone to take leadership and to explore options.

Weekly Count Process - There was a discussion about improving this process. Some felt that Sign-Up Genius wasn't working (doesn't alert when no one signs up for a slot for the upcoming week). Ally volunteered to check each week.

Finance Committee - No report.

Treasurer Search - No change.

Focused Discussion – Sewer Connection Project

- **Endowment Fund Request** – The board agreed to request \$25K at a rate not to exceed 4%APR and a term of five years (this will result in payments of about \$460/month)
- **Communication** – Regular updates will be provided to the congregation in services and on the bulletin board under the banner **Flush Flash!** There will be reports at important checkpoints – Professional Engineering Report, Easement/Real Estate Agreement, Contractor Agreement and Schedule, etc

Capital Campaign Process

- **Need a team and leader** – Some possibilities were discussed. Rev. Jan will make suggestion
- **Possible Projects**
 - Sewer
 - Parking Lot
 - Gutters
 - HVAC
 - Security
 - Internal Repairs and Updates

Annual State Registration - Terry will do it [Done 3/21]

Meeting adjourned at 8:50 PM

Minutes submitted by Secretary, Terry Welsher

Submitted as approved at April BOT meeting (4/6) vote - April 17, 2019

UU Congregation of Gwinnett

March 20, 2019

Minister's Report to the Board

Action Items:

- **Volly Award:** Not sure when we last awarded a Quarterly Volly Award
- **Dead Tree Letter:** Sent certified mail February 21. No response as of March 20..
- **General Assembly:** Terry Welsher will be an on-site delegate. Need to recruit 2 more delegates (off or on-site).

Turning Sun & Sewer Project:

- **Turning Sun**
 - Currently has 3 registrations. Another Open House is scheduled for this Friday and Saturday.
 - Christiana McQuain is the primary point of contact for all facility related questions and negotiations since she is responsible for our class room spaces for UUCG programs.
 - Christiana and I met with all child care staff members to develop shared vision for programs for children in their care; this vision informs our plans for furnishings, toys, materials, etc., as we navigate shared space with Turning Sun.
 - April 3rd: Cleaning out, reorganizing, and moving into new spaces begins!
- **Sewer Project:**
 - Chuck Powell is the Project Manager for the first phase of this project. He is working closely with Marcus, Katrina, and me.

- Marcus signed the contract with Blue Landworks LLC (BLW) for our engineering needs. We sent BLW a deposit of \$3,000 per the contract requirements.
- We have received Sewer Capacity Certification from Gwinnett County.
- Obtaining an easement from Park 156 is one of the next steps, with the engineer's guidance and bids from contractors to inform that process. May need to engage a real estate attorney.

Information:

- **Fire Drill 3/24:** We will have a Fire Drill on Sunday, March 24, at the end of the worship service.

Shared Ministry Issues & Highlights:

- **Green Team, Facilities & Property Beautification:**
 - All Hands Property Clean-Up on April 13 -- inside and out
 - Urinal in men's room continues to malfunction. Working with Sharon Yun & Don Graff to replace with a water efficient wall-mount toilet, and turn that section into a stall to increase our gender inclusivity
- **Rainbow Team:**
 - Researching and planning for our 2019 Welcoming Congregation Renewal. Josh Gentry, Student Minister, is working with the team.
- **Faith Development:**
 - Family Faith Journey to New Orleans March 30-April 3 has been cancelled due to illness in the Kelly family, and otherwise low enrollment
 - Faith Development Team is leading the May 5 "Founder's Day" service, intended to be an annual tradition going forward

Bylaws Considerations:

See this Google Doc link for an ongoing list of considerations for changes to the UUCG Bylaws that have come up in past meetings:

<https://docs.google.com/document/d/1aKgLGCoaHjA4TyRvQjLiI9cCOylR2GIT8vd4H2HihqE/edit?usp=sharing>

Minister's Calendar Information:

- May 3: Sinus Surgery: Will take Sick Leave 5/3 - 5/5, possibly 5/6 depending on recovery.
- May 23 - May 29: Vacation Leave
- June 12 - June 17: Vacation Leave
- June 18 - June 24: Associational Leave (Ministry Days/General Assembly - Remote Attendance)
- June 25 - June 26: Vacation Leave
- June 27 - June 30: Study Leave
- July 12 - July 23: Vacation Leave
- July 24 - July 31: Study Leave
- August 8 - August 15: Study Leave