

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

Board of Trustees Meeting

April 17, 2019 scheduled 7 to 9 PM

Attendance:

Present: Bill Benshoof, Vice President; Terry Welsher, Secretary; Nathalie Bigord, At-Large; Daniel Bailey, At-Large, Rev. Jan Taddeo.

Absent: Marcus Kabel, President; Ally Perras, At-Large

Quorum present: Yes (4 of 6)

Guests: 2019-2020 Board Candidates Jezza Hehn, Lorena Gay-Griffin and RJ Rice; LDC Candidate Jen Garrison; LDC Members Katrina Yurko and Thomas Yun; UUCG Members Diana Dice, Blue Dice and Sue Ann Soloway.

[Note: Action Items are in red. Items for the May agenda are in blue.]

Proceedings: Meeting called to order at 7:10 PM with opening words by Bill Benshoof

Minutes for the March meeting were approved in the meeting and have been uploaded to the BOT Google Drive.

June Meeting Date Change: Due to a conflict with UUA General Assembly and other member conflicts the June meeting will be held on Wednesday, June 5 7-9PM

Visiting Member Discussion on Septic-Sewer Conversion and Related Topics.

Sue Ann expressed concern that the sewer connection wasn't the most serious problem we have. In particular, hole in the parking lot is more dangerous to children and exposes UUCG to possible liability for injuries.

Sue Ann also asked for more detailed information on the finances and potential costs.

Rev. Jan explained there is 39,449 on hand after endowment loan is delivered (\$3000 of this has already been spent on the project)

23,600 from loan cash-out has been moved to contingency reserves

If we go over \$50K expenses, BOT is obligated to go back to congregation before taking next steps

Sue Ann also asked about the linkage with Turning Sun. The need to move to a sewer connection was discovered as a result of the Turning Sun permitting process. However, UUCG would have to do it independent of the relationship with the school. Our septic system is not adequate for the

current building use and is beyond its expected life. A failure of the system would cause additional significant expense. There is no contingency in the contract, although Turning Sun will need to have the sewer to operate. This lack of a contingency is evidently not fully understood by all UUCG members and this needs better communication. (Rev. Jan mentioned that Heather may be able to come to an arrangement with the county if the sewer hookup is not completely done and operational when the school opens in August).

It is not known when the septic was last inspected or pumped. This suggests that we need to have a better tracking system for major maintenance items.

There was more discussion about the parking lot. Sue Ann is concerned that the hole will get larger. This is not likely since the root cause of the hole is known (abandoned well). How will we keep the Turning Sun children away from the hole? Turning Sun will be enclosing the playground.

Chuck Powell is seeking a minimum of three bids from contractors for the connection work.

Project management will transition to Dave McHenry on May 3 (Chuck is taking a full-time job)

Rev. Jan took two action items 1) contact Don G about getting a better barrier and 2) ask Don for better estimate of cost of repairing the hole.

Bylaw Changes – There was an open discussion about LDC, the nominating process and composition of the board. Katrina and Thomas asked if LDC could be renamed to Nominating Committee and focus on that task. A question came up as to who is responsible for approving the final ballot. Also briefly discussed was how we should elect BOT officers going forward. **LDC will research this. Rev. Jan will send list of possible Bylaw changes to the Board and LDC.** We could discuss these issues at next retreat (including LDC and BOT) probably in August.

Next Town Hall will be April 28 – will cover updates on sewer projects, election slate status as well as open discussion of idea for capital improvements.

Partners in Ministry Award – **Rev. Jan will order 10 “rainbow” chalice pins.** There are 8 award recipients. The awards will be made May 19. **Bill B. will print certificates**

GA 2019 – Need two more delegates. Nathalie tentatively agreed to be an off-site delegate. **Rev. Jan will continue to search.**

Eagle Scout Project – **Landon Meyer will present his project proposal at the May BOT meeting**

UUA Program Fund Pledge - The forms from the UUA have arrived. **Board will discuss at May meeting**

“Capital” Campaign – Rev. Jan has spoken to Dawn Cooley. We are not really considering a capital campaign but rather a drive to meet focused funding needs and this is not visionary. Need to form a small (3-5 members) team. **Rev. Jan will make a “wish list” and distribute week of April 22.**

Cell Tower – SBA contacted the church with an additional possibility for sale of the tower. UUCG could sell a 50% interest in the tower (half buyout) and still maintain some income from the property.

Weekly Count & SignUp Genius (SUG) – Specific Assignments were made in the meeting. However, people are still signing up independently as noted below.

April 21 – Nathalie/Barbara

April 28 – Terry/Daniel (SUG has Terry/Ally)

May 5 – Barbara/Daniel (SUG has Barbara/Ally)

May 12 – Bill/Nathalie (SUG has Nathalie/Ally)

Meeting adjourned at 9:12PM

Minutes submitted by Terry Welsher, Secretary 4/26/2019

Approval: 4/4 on 5/13/2019

Attachments:

Minister's Report

Financial Statements

Dashboard

UU Congregation of Gwinnett

April 27, 2019

Minister's Report to the Board

Action Items:

- **Volly Award:** Will order chalice pins next week... what we have belong to Faith Development for bridging. I recommend the Rainbow Chalice pins. They are \$7.00 each; there's a 10% discount if we order 10 or more.
- **Dead Tree Letter:** Tree has been removed
- **General Assembly:** Need to recruit 2 more delegates (off or on-site). Who will do the recruiting?
- **May Board Meeting:**
 - Landon Meyer would like time on the agenda to discuss his Eagle Scout Project. The Board will need to approve his project.
 - UUA APF Pledge form due May 31.



Turning Sun & Sewer Project: See responses to questions submitted by Katrina Yurko

- **Sewer Project:**
 - Chuck, Dave, Marcus and I have weekly check-in calls on Wednesdays at 6:00, plus e-mail, text and/or calls as needed between check-ins
 - As of 4/17: (Marcus was not able to participate in the call)
 - Expect design plan from BLW by Thursday or Friday this week. This will include easement documents. Initial documents do not have any monetary exchange offered; hoping they will sign the easement without requiring compensation or, if not, that compensation will be minimal
 - Chuck has drafted a letter to accompany the easement documents that looks good to me; will get feedback from Marcus and set it up on letterhead for his signature
 - Chuck has contacted 7 contractors for initial conversations; as soon as design plan is received we can start getting bids:
 - 2 are willing to take the job
 - 1 has potential
 - 1 ruled out
 - 3 waiting to hear back

Information:

- **SBA Tower:** I received a call from SBA Towers on April 17. Our new account contact is Marypat Ciarletta, 561-226-9203, mciarletta@sbsite.com. We discussed the current state of clients on the tower (T-Mobile, MetroPCS, AT&T). MetroPCS bought by T-Mobile so MetroPCS may be removed at some point. She confirmed that anytime we want to request an offer for buying out the land-lease she will be the person to contact. Also, she told me that they offer half buyouts in which they buy out only a portion of the lease (about half), and the lessor continues to receive rental payments, but at a reduced rate (about half). This was news to me, and seems like a good piece of information to have in our pocket should a need arise.

May 19 Congregational Meeting Considerations:

- **Bylaws Considerations:** If the Board wants to recommend bylaws changes for this meeting, that information needs to be announced and distributed no later than May 5.
- **Absentee Ballots & Proxy Designation Forms:** Need to be available no later than May 5.
- **Any Other Agenda Items to be Voted Upon:** Also May 5.
- **Volly Certificates:** Does someone on the Board know who made certificates in the past so we can get the template? Who will make them for the May 19 presentation?

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