

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

Board of Trustees Meeting

February 27, 2020 scheduled 7 to 9 PM

Attendance:

Present: Marcus Kabel(Z), President; Lorena Griffin, Vice President; Terry Welsher, Secretary; Jezza Hehn(Z), Treasurer, At-Large; Greg Bandy, Treasurer-Elect, Rev. Jan Taddeo. (Z=Joined by Zoom)

Absent: Aaliyah Mooney, at-Large

Quorum present: Yes (5 of 7).

Guests: Noel Lemen (Z)

[Note: Action Items are in red.]

Proceedings: Meeting called to order at 7:05 PM. Agenda was adopted.

Consent Agenda – Minister’s Report, Financial Report and January 2020 Minutes. Passed by consensus.

Discussion Items

Turning Sun – Lorena reported that the UUCG Turing Sun Oversight Committee met among themselves and then with Heather Adams of Turning Sun. The main topic was a new lease agreement. A marked-up version has been sent to Heather. When it is accepted Marcus will need to sign it. The new lease includes a proposed \$100 increase in rent to \$1100 to cover some actual and expected increases in expenses and space usage. Increased cleaning costs may also be an issue. Rev. Jan also mentioned considerations which may require additional expense such as hiring a sexton. Activities such as the weekly movement of chairs to and from the Sanctuary was not being covered well by volunteers.

Heather has also requested a five-year option to renew. UUCG Bylaws would require that this be approved in a Congregational Meeting. Rev. Jan suggested that the lease could indicate that the five-year option is “pending congregational approval” so that the agreement could be completed before a congregational meeting was scheduled. The agreement also includes details about rental fees outside normal school hours. The current draft agreement is posted on the UUCG BOT Google Drive folder.

TS now has approval for installing two new doors.

Gender Neutral Bathroom Project: RJ provided a proposal for expense for materials for \$1015. He will be putting together a team to perform the work. Exact timing is uncertain at this point, but the target is completion by April 15. Paint colors and other design choices will be left to the renovation team. *Motion (Greg/Jezza): Allocate \$1100 out of Building Reserve Fund for materials for Bathroom Renovation.* Passed unanimously. RJ's proposal is attached to these minutes.

Policy Manual Review: To move the process forward specific editing assignments were made. **Lorena will write Section 1.8, Marcus and Terry will do section 3, and Jezza will do Section 1.7.2.** These are all to be completed by the April BOT meeting.

Rev. Jan will send or post the Endowment Fund Bylaws.

Ally's Departure – **Marcus will communicate with the Nominating Committee about Ally's resignation.**

Mandatory Contributions – There was some discussion about this requirement in the Bylaws. Marcus is in process of sending out letters to those who haven't pledged. The letters will emphasize finding out what people want to do (remain as a member or change to friend status) and not mention the contribution requirement.

2020 General Assembly (Providence, RI 6/24-28) – The BOT should encourage members to attend. **Rev. Jan will make an announcement in service.** We have slots for three delegates. Attending without being delegate is also very rewarding.

Sunday Collection Count Assignments –

Mar 1 Marcus/Lorena

Mar 8 RJ/Aaliyah

Mar 15 Marcus/Terry

Mar 22 RJ/?

Terry will send out the list of count assignments each Friday.

Rev. Jan mentioned there have been some errors/issues with the counts recently. **Jezza and Greg will investigate.**

Meeting adjourned at 9:05PM

Minutes submitted by Terry Welsher, Secretary 3/3/2020. Approval: 3/18/2020

Next Meeting: March 18, 7-9PM. (Marcus will be in Germany, Lorena will lead in his absence)

RESTROOM RENOVATION BUDGET

27 FEBRUARY 2020

SCOPE OF WORK

1. Remove wallpaper and repair any drywall damages.
2. Extend stalls and doors to just above the floor.
3. Cover the broken urinal and install a changing station.
4. Paint the walls and stalls.
5. Replace countertops and sinks in accordance with ADA regulations.
6. Cover or seal any gaps between stalls and walls.
7. Install new ADA signs on both restroom doors.

BUDGET ITEMS

PLYWOOD	\$60
HARDWARE	\$150
PAINT	\$100
PAINT SUPPLIES	\$20
COUNTERTOPS	\$200
SINKS	\$70-140 (\$35 each)
SIGNAGE	\$150
LATEX SEALANT	\$10
WEATHER STRIPPING	\$60
CHANGING TABLE	\$25
CONTINGENCY	100
TOTAL	\$1015

