

**First Unitarian Church  
Board of Directors Meeting  
March 20, 2018, 7:00 – 8:30 PM**

Members: Donna Collins, Stirling Crow, Keith Morris, Marilyn O'Boyle, Gwen Sawyer, Meghan Shattuck, Dumas Slade, Angela Herrera (Ex-Officio).

Guests: Dan Lillie Absent: Heather Clark, Alisa Cooper de Uribe, James Gilson, Linda Skye

Time	Topic	Expected Outcome(s)	Presenter
7:00	Chalice Lighting	Get Centered & Focused	Donna Collins
7:05	Check-In	Unload distractions	All
7:15	Review and Approval of Minutes	Amend and approve February Board meeting minutes.	Gwen Sawyer
Minutes: <ul style="list-style-type: none"> <li>- No questions about minutes.</li> <li>- Approval of minutes: Motion Meghan, 2<sup>nd</sup> Dumas, Minutes Approved</li> </ul>			
7:25	Review and Approval of Monthly Reports	Review and approve monthly reports	(See below)
Minutes:  Treasurer's Report – Gwen Sawyer <ul style="list-style-type: none"> <li>- Linda is not here tonight. The only question was about where we are in regards to our target for the budget. It was also noted that pledges are a bit lower. We are postponing the quarterly report (to perhaps a first third report) to May and Paul will fill us in at that time.</li> </ul> Executive Staff Reports - Angela/Dan  Program Staff Reports - Angela/Dan  Other Items: <ul style="list-style-type: none"> <li>- Denominational Affairs Team – This is a group that keeps track of what's going on across the UU churches. They coordinate delegates from our church to vote at GA. We are in the Mountain Desert District. Our member Judy Bentley is running for District president this year.</li> </ul> President's Report - Gwen Sawyer <ul style="list-style-type: none"> <li>- No questions concerning the President's report.</li> </ul> Approval of monthly reports: Motion Donna, 2 <sup>nd</sup> Dumas, Reports Approved  Discussion on CenturyLink Easement request to install cabling 10 feet under the RE playground to the ARC building: <ul style="list-style-type: none"> <li>- Motion: "To allow for fiber optic cable service to the Arc of New Mexico building, CenturyLink has requested an easement across Church property. The easement covers a ten-foot wide area behind the RE Building just south of the retaining wall at the end of the paved patio. The Board agrees to grant such an easement and authorizes the Director for Finance and Operations to sign the necessary documents on behalf of the Church."</li> <li>- Question on when it would happen and would it be disruptive? CenturyLink would work with staff and schedule the event with Paul. It should be happening on a weekday.</li> <li>- Motion Meghan, 2<sup>nd</sup> Donna, Motion Approved</li> </ul>			

7:30	Organize Potluck for 3/24	Determine who will bring what	All
Minutes:			
<ul style="list-style-type: none"> <li>- We decided on a taco bar and discussed who will bring what.</li> <li>- We will meet at 7 PM.</li> </ul>			
7:35	Vote on new members of radical generosity team	Vote on Kathryn Probasco and Stacy Sacco joining the Radical Generosity Team	Gwen Sawyer
Minutes:			
<ul style="list-style-type: none"> <li>- Motion Meghan, 2<sup>nd</sup> Dumas</li> <li>- Motion Approved</li> </ul>			
7:40	Briefing on Social Hall Renovation Status	Understand current status of social hall meetings with architect, highlight any key trends	Donna Collins
Minutes:			
<ul style="list-style-type: none"> <li>- There is a task force dedicated to this. They have been meeting twice a month on Tuesday afternoons. The goals are to get a sense of the needs and desires of the congregation.</li> <li>- They want to make sure that decisions that are made are in alignment with long term plans for the church that do not limit opportunities later.</li> <li>- This past Sunday architect Doug Heller was available to listen to recommendations from church members. He will also be here this coming Sunday, after each service.</li> <li>- The Board reviewed a diagram of what the layout of the Social Hall might look like after renovation. This is a first attempt at a first draft. Nothing is set in stone.</li> <li>- The task force received a lot of ideas this past Sunday. It was a difficult meeting due to frustrating acoustics. Recommendations included increased usability of the social hall – in particular addressing the acoustic difficulties. There was also a request for more showers (there is only one). More storage. More meeting spaces. Strong interest in green practices. ADA compliance.</li> <li>- There was concern from the Arts and Aesthetics committee in regards to removing the stage and wall space as that might limit display space for artwork; however, we need to keep the end goal of the renovation in mind.</li> <li>- Architecturally we are also trying to do the minimum amount with changing the exterior of the building.</li> <li>- In addition to the session this coming Sunday Donna is trying to organize some focus groups.</li> <li>- Dan brought up the idea of having a washer and dryer. It would be nice to have these for church linens and it would also make our church more appealing as a living space for sanctuary.</li> </ul>			
Arnold/Wesson:			
<ul style="list-style-type: none"> <li>- We couldn't get a General Contractor for the bathroom remodel in the Arnold room, so Mark Fickler is serving as the contractor for the bathroom remodel, which includes coordinating plumbers, electricians, and other crafts-persons.</li> <li>- Mia is also providing a list of requests.</li> </ul>			
7:55	Review 2018 Assignments and Set Goals	Flesh out board projects for 2018, based on areas identified at annual retreat	Gwen Sawyer
Minutes:			
Board-led projects:			
<ul style="list-style-type: none"> <li>- Commemoration Project – Gwen and Linda are looking at this. They will get input from the</li> </ul>			

congregation before a notice goes out for a congregational meeting to vote on the Social Hall renovation.

- Probable Capital Campaign – 2018-19 \$1M+. Seeking a volunteer as the Board representative to the Radical Generosity team.
- Campus Care – Green Team – Buildings and Grounds: This is an effort to compile a list of infrastructure needs across the whole campus. There are about 58 items on that list. Campus lighting was a big push and initiative. The committee can report about progress. One item that was noted by a member in this month’s Coffee with the Board was the need to refresh the painting for the arrows in the parking lot.
- Leadership Development – Heather and James are not here. We can review this offline and report at a later date.
- Risk Assessment – Dovetails with Staff Project: Safety and Security (Keith, Megan, and Heather). Megan will provide a report next month.
- Build Community – (Keith, James, Marilyn, Staff Report). This needs to be a joint effort with the staff. Angela and Dan will review with Beth and take up the question in future.

We did not have time to discuss the following:

Minister of Staff-led projects:

- Associate Minister Search – (Angela)
- Policy and Bylaws Review – (Heather, Linda, Rev. Angela)
- Information System (Howell, Angela M, Stirling, Staff Report, Rev. Angela)
- Diversity/Welcoming Congregation – Seeking a volunteer

8:25	Recognitions	Sign recognition cards	All
	- Discussion on who we can recognize and send a thank you card.		
8:30	Adjourn		

**Important Dates**

- Saturday, March 24, 2018 – 7:00 p.m. – Board potluck at Gwen’s house
- Sunday, April 1, 2018 - 10:30 & 12:00 - Coffee with the board (Dumas & Gwen)
- Tuesday, April 17, 2018 - 7:00 PM - Next Board Meeting