

1/03/08

FUUSE Board Minutes for Wednesday, December 10, 2008

Board Members present: Ray Zolton, Dave Szarmach, Jennifer Morriss, Tish Lewis, Bob Moore, Kendra Ford, Kimberly Wootan

Those not attending: Karen Straub-Wiernicki, Joy Bicknell

Meeting began at 7:00 PM

Opening Words were offered by Jennifer. She offered this thought: Some complain that roses have thorns. I'm thankful that thorns have roses.

New Business

Finance Questions

Tish relayed information from Jim Breeling and the Finance Committee. He anticipates a shortfall in the budget and was wondering where the Finance Committee should hold the budget if need be (for example, a spending cap).

One recommendation from the Finance Committee is that we hold UUA dues until the end of the year rather than pay them quarterly.

Old Business

BSFG

There is an anticipated cost of \$9000 if the Board and FUUSE decided to go forward with a Financial Feasibility Study. The \$9000 figure is an estimate and offered by Dave. This would set a direction for the Building Feasibility Study Group (BSFG). Can the UUA help if FUUSE goes ahead with a Financial Feasibility Study?

Tish called an architect and shared her conversation with the Board. Dave recommended we contact Carol Aten since she's been in touch with architects regarding the planning and development of the Squamscott Community Commons. Carol thinks that you can get free advice from architects if you ask the right questions. The Program of Needs should be presented when asking advice from architects. In the design, the planning of renovations to the current FUUSE location (if this is the option the church is going to vote in favor of) should be communicated in some way to neighbors on Elm Street, and also to the Phillip's Exeter Academy, in order to building good community relations.

Dave agreed to forward a feeler, possible design of building, hopes to Carol Aten, and she'll e-mail blast the feeler to architects she's been in touch with.

In terms of the progression of steps for completion of a new FUUSE building and/or renovations of the current building, Dave presented these steps:

- 1) Strategic Plan
- 2) Formation of BSFG
- 3) Feasibility Study Fund
- 4) Program of Needs*
- 5) Matching Dollars

- 6) Interview architect, data gathering
- 7) Financial Feasibility Study
- 8) Capital Campaign
- 9) Congregational Vote

* Do we need a vote for BSGF for Program of Needs?

The goal in terms of contacting an architect is to recommend one of the five options the BSGF group has outlined. Again, the options are:

- a) Renovate and add on to the existing building.
- b) Tear down and replace the existing building.
- c) Purchase land and raise a new building.
- d) Purchase an existing building.
- e) Do nothing. Live with what we have.

There is a planning meeting scheduled for the Board for Tuesday, January 6.

DRE Job Description

According to Kendra, small adjustments were made to the DRE job description after speaking with Wayne Demers. Tasks that were previously done by the DRE are now being completed by others, volunteers in the Religious Education program.

Safe Congregation

After some discussion of the need for an alcohol use policy on FUUSE grounds, the Board considered the following motion:

With regard to alcohol on FUUSE grounds, Dave proposed a motion to charge the Safe Congregation Committee the task of writing an alcohol policy based on limited use. By definition, limited use is a 2-drink limit.

The motion carried.

Building Use and Rental Policy

Bob met with Pat Baker and they discussed fees that would be charged to non-affiliated organizations as well as to members of FUUSE when they applied for the use of rooms such as: the Sanctuary, the Parish Hall, and the Community Room. The current application for building use was reviewed as well as requests that have come in recently to use rooms at FUUSE. Pat and Bob will prepare a fee structure that is clear, and revised application that reflects current costs incurred by FUUSE when the rooms are used including heating costs, and the cost of a Sexton (when needed).

Other notes

Tish will contact Lyn Rodger to get Draft #4 of the Strategic Plan.

Bob will e-mail a copy of Draft #4 to Kimberly. The RE Committee will send Bob a check for each action item that applies to them for 2008-2009.

Liaison Reports

From Finance: Tony Tufts is seeking volunteers to help paint other building rooms in addition to the sanctuary. Tony is instituting a time sheet, list of tasks for the Sexton. Jennifer was asked (by Tish) if Tony could be interviewed to find out what the building needs.

The next Board meeting will be the Board's job at dealing with budgets. Budgets for 2009-2010 are due January 15th.

From RE: Tish will e-mail report from Joy to the Board.

From Minister: There's a lot happening. RE functioned very well while Kimberly was recuperating.

From Program Council: Good networking is taking place, especially between Adult RE, Social Justice, and Outreach Task Force.

There is a proposal to the Board that they check in with 30 core families of FUUSE to help bolster the Pledge Drive. The Pledge Drive will begin in early February.

Stewards: Some are calling families/members, some are not calling.

Dave made a motion that the November minutes be accepted after corrections were pointed out by Dave and Jennifer to Bob. Bob noted the corrections. The motion carried.

Kendra – Review Process

Some discussion was initiated concerning the evaluation process of Kendra's position as minister. One suggestion included a process that included setting a goal or goals for the year and then at the end of the evaluation period reflecting on the progress of the goal(s). Another was to ask if Kendra would oversee the progress and/or needs of Pat B. and the Sexton, or to develop a process where their work could be evaluated.

Communication with Core Group Families

There was a suggestion earlier in the meeting that Board members contact 30 core families of FUUSE to help initiate the Pledge Drive that begins in February. It was thought that each Board member could be allocated 4 families and it would be their responsibility to touch base with them. Since we were running out of time at the meeting, this idea was tabled, and will be brought up at the next Board meeting.

Meeting ended at 9:20 PM.

Action and/or issue	Responsible Party and/or target date
Board minutes for November 10 th were approved after Board review.	Board of Trustees, the motion carried.
Contact Carol Aten, send a feeler to architects she's been in contact with to get some feedback and perhaps direction for BFGS.	Dave will contact Carol Aten
Dave proposed a motion to charge the Safe	Board of Trustees, the motion carried.

Congregation Committee the task of writing an alcohol policy based on limited use. By definition, limited use is a 2-drink limit.	
Bob and Pat Baker will prepare an updated fee structure for rental of rooms in buildings on FUUSE property. The application form for rental of rooms and events will also be reviewed and updated.	Bob will follow up with Pat B.

Respectfully submitted,

Bob Moore