

09/27/08

FUUSE Board Minutes for Wednesday, September 10, 2008

Board Members present: Dave Szarmach, Jen Morriss, Tish Lewis, Bob Moore, Joy Bicknell, Karen Straub-Wiernicki, Ray Zolton, Kendra Ford, Kimberly Wootan.

Those not attending: none

Meeting began at 6:30 PM

Old Business

Debbie Merrick, speaking on behalf of the Building Feasibility Study Group (BFSG), presented the first draft of the Building Feasibility Study. Comments from Board members (after reading the report), included appreciation for the spiritual focus of the building, recognition of the “green” awareness of the building, and attention made to additional program space needs.

Debbie reviewed the options the BFSG is considering while they develop the plan. The 5 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.

A few more comments on the first draft of the report:

The building design addresses programs need. Although FUUSE members through the visioning sessions (in the spring of 2008) desired a new building that is LEED-certified, the BFSG thought that the added cost of a LEED-certified building would be considerable and the idea should be left on the table for now. The design will include green improvements that fall under other energy efficient categories (for example, Energy Star ratings), and these improvements will lend themselves to energy savings while still being affordable.

The building draft (prepared by Debbie) can be used as a floor plan to build a church whether the building winds up here at 12 Elm St. (see option a) and b) above), or the building is located somewhere else.

After a conversation with Board members, all members were positive and felt a need to express their support for the first draft. **The Board supports the first draft of the Building Feasibility Study Group document.**

Debbie will have the document: “Architectural Program Statement, *New Building Project*”, placed on the FUUSE website.

The presentation of the 5 “new building” options (including the suggested floor plan to accommodate the vision of a new church) will be presented to the FUUSE congregation on Sunday, October 19th.

Role of the Executive Committee with facilitator Jan Williams

During the discussion of the role of the Executive Committee, an attempt was made to define its mission. Dave offered that through his experience as Board Chairman, the Executive Committee provided a scheduled time to focus on Board-related business. This helped him set an agenda for upcoming meetings. Issues such as privacy matters and non-Board related issues were the topics of discussion. The Board discussed how these subjects would best be handled if the Executive Committee meetings were to continue.

Some believed that in a smaller organization, for example, a pastoral church, an Executive Committee is not needed.

By convention, officers of the Board are expected to go to Executive Committee meetings.

At Executive Committee meetings, time spent focusing on the wording of a question (surrounding an issue) can help the Board focus on the issue during a Board meeting.

The consensus of the Board discussion surrounding this topic, was to change the title of Executive Committee to **Planning Committee** meeting and use the meeting time to plan for upcoming Board meetings.

The Planning Committee meeting will include: The three Board Chairs (Incoming, Present, and Past), the minister, and any Board members that are interested in attending.

More Old Business

Questions came up concerning room rental policies at FUUSE. In terms of renting, do FUUSE members get charged half-rate of the regular rental fee? Can the fee be waived upon Board approval? A comment was made that Pat Baker would have past rental fee information based on the income she receives from various groups (for example, the Saturday night contra-dance, the First Friday coffeehouse, AA meetings, etc.).

Action Item: Kendra will contact Pat Baker, and look into building-use policies from other churches. This will be a discussion item for a future Board meeting.

The minutes of the August 13th Board meeting will be approved at the next Board meeting (October 8th) after some e-mail exchanges.

The question of liability and insurance coverage was discussed. Issues at hand include non-church and church-sponsored activities that take place on the church grounds. One issue was the Saturday night contra-dance because it involves dancing and the chance for personal injury.

After discussion of the contra-dance, and whether it was considered non-church or a church-sponsored activity, the Board agreed to look on the contra-dance as a church-sponsored event. A motion was offered:

The Saturday contra-dance is a church-sponsored event and the Board recognizes it as such. Bob made the motion, Dave seconded.

Action item: Bob agreed to pass on needed information to Church Mutual Insurance (square footage of the Parish Hall, and community participation). He'll report back with any change in the insurance premium when this is known.

With regard to the question of alcohol and liability, Board members looked at liability questions authored by Paul Robinson, and answered by Ed Hahn of Church Mutual Insurance. In some cases, Mr. Hahn's responses were difficult to define. For example, Board members did not know what the word *regular* meant in the context of "If you have regular or very large functions that serve alcohol, you may need to purchase a liquor liability policy".

It was agreed, that other language in Mr. Hahn's responses needed further clarification so the Board could understand its liability obligations before November 15th (which is the date scheduled for the 2008 church auction).

Attention to specifics of the Strategic Plan should be placed on the agenda for the next Board meeting.

Reminder: There is an all church meeting scheduled on Sunday, October 19th.

Meeting ended at 9:10 PM.

Action and/or issue	Responsible Party and/or target date
Board minutes for August 13 th will be approved at the next Board meeting (October 8 th) after some e-mail exchanges.	Tish and Board members.
The Board formally supports the first draft of the Building Feasibility Study presented by the Building Feasibility Study Group.	No further action.
Kendra will contact Pat Baker, and look into building-use policies from other churches.	Building-use policy and rental fees will be discussed at a future Board meeting.
A motion was made: The Saturday contra-dance is a church-sponsored event and recognized as such by the Board of Trustees.	The motion carried.
Bob agreed to pass on needed information to Church Mutual Insurance (square footage of the Parish Hall, and community participation).	Bob will report back with any change in the Church Mutual Insurance premium when this is known (hopefully by next Board meeting, October 8 th).

Respectfully submitted,

Bob Moore