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**UR BOARD MEETING MINUTES May 26, 2016**

**Phone Conference meeting**

**PRESENT**

Ann DeMichael (AD), Alex Then (AT), Christopher Naughton (CN), Ed Rosequist (ER), Jim Hutson (JH), Michele Peters (MP), Starr Janicki (SJ), Valerie Winters (VW)

CN read The Daily Word and called the meeting to order at 6:34 pm. MP led the Board in opening prayer.

Time keeper: SJ; Gate Keeper: MP

**UNFINISHED/ONGOING BUSINESS**

FACILITIES IMPROVEMENT TEAM (FIT) (ER)**:** Received 3 Proposals - Hoy was the most detailed. JH, Jack (architect), and ER discussed with Adam (from Hoy) about the next steps, what permits are required, cost of different items collected. Discussed where they can cut costs and time to complete.

Estimate for Phase 0 is $176,743 and Phase 1 is $798,376. Timing is based on permits procurment. Adam will refer UR to carpet vendors for better prices. Adam indicated that some Sundays will be unusable: estimate 4-8weeks. Proposed an August start time. There will be a disruption as they begin construction; we will not be able to use the sanctuary during that time. Cost will go up if we want them to make the sanctuary available. ER addressed funding concern. Right now, we have a little over $150,000 in Capital Campaign (CC) fund. We need $176,743 and so will need to address the difference. However, once members see the changes, we hope they will step up and continue to contribute toward the cost. Hoping to collect another $140,000 for CC fund.

Jan will get quotes for LED stage lighting lighting. LED. It will save on usage cost and does not produce heat.

**ER made motion to accept Hoy as Primary General Contractor; SJ second. Vote on motion held until next Wednesday for those that would like to review the proposal that was recently emailed to Board. CN will be in touch with everyone re this vote.**

**UPDATE:** **On Wed June 1, CN collected the email vote and motion to accept Hoy as the Primary General Contractor passed unanimously.**

MP asked about contract review before starting and signing. Time is of the essence clause in contract for standard contracts should be included. ER shared that the whole project is done indoor and elements will not be a factor. ER will have a discussion with Adam about this. CN agreed we should look at that.

VIDEO/STREAMING UPDATES: (CN)**:** Talked to Jan two people in PA who could provide extensive information. With video live-stream, we would not need another server. The office computer will not be affected. We will include two cameras; 1 robotic and 1 on tripod. The tripod camera can also be used for RevP to record messages.. At the most, we may need an additional external hard drive.

BOARD RETREAT (CN): Confirmed Aug 26-27 at False Cape State Park at the southern tip of Virginia Beach is reserved. Filed an application and submitted a lesson plan, and they requested that we include something nature related in the lesson plan. CN will talk to AD about Steve’s involvement for the weekend.

**7:16 CN signed off**

POLICY AND PROCEDURE REVISIONS (AD): We are deep in process and everyone is taking different potions. RevP reviewed her section and is complete. Planning to put all into dropbox for unrestricted modification access.

ER: Bill Walton of the Greenbrier Professional Office building (behind us) had a dumpster come today which was turned away. We have agreed to allow them to put it there. We need to get info that is discussed and decided at the Board meetings to the staff in a timely manner. ER suggested that the action item list could be passed on to the staff.

**NEW BUSINESS**

New Members added to the count team: Claudia Herald prefers to do 2nd Sunday. Elizabeth Watson will join throughout the summer. This Sunday Cynthia & Valerie will count. ER suggested that we look for reliable, confidential, and wise people to assist in the count team.

**SECRETARY’S REPORT** (MP/AT)

**MP made a motion that the April Minutes be approved; Jim made correction. ER moved to accept the minutes. SJ seconded this. Motion passed.**

Suggestions: None

New members: 13 individuals took the “Path to Discovery” and applied for membership.

List of individuals:  Don Allen, Marlene Allen, Glenda Akompong, Neida Fedison, David Fedison, Jess Downey, Sheila Downey, Cynthia Garvin, Barry Garvin, Barbara Zoeckler, Brittany Hollis, Avril Kirsty Scull, Brian Scull

**MP motioned to accept the applicants as new members; ER seconded. Motion Passed by all who were present at that point (not including CN or TC).**

**TREASURER’S REPORT** (ER/VW) (attached)

ER had a positive financial meeting on May 18. Pressing for increase in count team members. A question had arisen with members regarding the definition of “real property” and how it should be addressed in the P&P. There was concern around Phase 0 and if there would be any change in “real property” that would require a vote of the membership. It is important to address how funds can and will be used in construction on property improvements in the P&P.

VW & ER (treasurers) have begun talking about 2017 budget and collecting what funds will be requested by the directors. Reviewed the P&L they are paying attention to the ups and downs of contributions by the membership. Had a positive discussion around stock and securities, and ER wants to adjust tithing through stock & securities, how to account for them, and the distribution in the operational account. Recommendation was we would cash out immediately and distribute accordingly. This should be addressed in P&P.

**MISCELLANEOUS TITHE**

**MP proposed to table till next month when we can consider a little more carefully. ER moved to table, MP seconded. Passed.**

**MINISTER’S REPORT** (RevP) (None this month)

Minister meeting with Board:AT & CN had dinner with RevP in April. Next meeting with minister:SJ & MP dinner with RevP will be delayed until August due to scheduling difficulties.

**NEXT BOARD MEETING**:

**June 30, 2016** at **6:30** with Daily Word to be read at 6:25

Snack Duty: **VW** Opening / Closing Prayer: **AD**

**ACTION ITEMS**

SJ will take on notifying the staff about the action item list.

ER: Review Calendar item.

* New member Sunday on June 5 will need a board member to assist minister to do this. President or VP: SJ can assist and will find another one to assist her.
* Paula will be at the UWM convention from June 13-17.
* Action item for planning: where to do services when we do the constructions in August

Closing Prayer: MP

Adjourned: SJ at 7:58