

UR BOARD MEETING MINUTES 6/30/16

PRESENT

Ann DeMichael (AD), Christopher Naughton (CN), Ed Rosequist (ER), Jim Hutson (JH), Michele Peters (MP), Starr Janicki (SJ), Valerie Winters (VW), Reverend Paula Mekdeci (RevP)

AD read The Daily Word and led the Board in opening prayer. CN called the meeting to order at 6:35 pm

UNFINISHED/ONGOING BUSINESS

*FACILITIES IMPROVEMENT TEAM (FIT)* (ER): Members include RevP, ER, JH, SJ and John Kidd.

Permits have been submitted by Hoy Construction, our general contractor, to the City of Chesapeake and expect them to be approved by the end of July. Subcontractors should have their estimates to Hoy by mid-July. We are working with Hoy to reduce costs [carpet, chairs, ceiling panels]; including “green” elements for Phase 0; video costs higher than anticipated and decision must be made soon regarding video options.

**ED made MOTION to accept sound and lighting proposal from VICOM with estimate of $72,000; 2d by SJ; PASSED.**

*BOARD RETREAT* (CN): False Cape and Kiptopeke options looking shaky due to ingress and timing restrictions; dates are 26-28 August. If neither of these options will work, we will conduct a gathering on

Saturday, August 27 locally, depending upon availability of the chaplain at Bon Secours.

VW will see if she can help arrange the retreat at Kiptopeke since she has a contact there; also looking to rent for only the weekend rather than a full week (which is usually required).

*POLICY AND PROCEDURE REVISIONS* (AD & ER): Committee includes AD, ER, JH, MP, SJ, and VW. Next meeting July 14 @ 6:30 pm at ED’s home. Committee is working through the vast amount of material required to revamp the P&P using structure from Unity of Overland Park – ongoing process . Each member of committee working on various sections of manual using tribal knowledge to produce usable document; some units may be left blank and so available for future use.

NEW BUSINESS

*NEW MEMBER SUNDAY* (SJ and RevP): Very successful. Mariann Morgan suggested that we introduce the new members to the membership by naming them individually during the ceremony. Suggested that Scotty and/or RevP could do this. All agreed it was a good idea.

*PHASE ZERO COSTS* (JH): JH emailed the Board members June 17 that he thought it was important to be as accurate as possible with the information provided to the membership concerning the renovation process, with the understanding that we are still in design and development phase. Flow of information from the FIC to Board needs to be timely and accurate. Phase Zero costs of $170,000 were not actually accurate since they did not include sound, stage lighting, video, or electrical supply. The additional costs for supporting electrical work may be in the $30,000 range. The sound, stage lighting and video may cost approximately $80,000, making the total Phase Zero costs closer to $280,000.

Someone from the FIC needs to inform the Board, perhaps using a paragraph-length summary, about its activity and decisions on a regular basis because the Board needs to make choices about where to spend our money, how to get what we want, and whether to go over the 20% variation allowed on cost.

How changes to estimates in design, development, and construction are to be communicated to the membership was discussed - information on updates could be listed in an eBlast or at a Community Forum or at a Sunday service.

Next FIC meeting is July 13. Next Community Forum scheduled for July 17. Bids from sub-contractors due on July 19. Agreed to change the next Community Forum to August 7 so Board can inform membership concerning the subcontractor bids and update construction cost estimates.

*NEW SANCTUARY FURNISHINGS* (RevP): Costs for Phase Zero are significantly higher than predicted. How do we pay for items that we need that were not part of the Phase Zero costs? RevP spoke to Tom Melzoni about problem. Suggests start a “mini-campaign” to fundraise for new sanctuary chairs. Looking at chairs costing $38 each X 200 = $7,600 (cheaper than original chairs we were considering by half). SJ and RevP chose less expensive carpet than originally planned, cost to be about $8-9,000. We would like to specifically ask the new members who have joined since January and who may not have contributed to the Capital Campaign, or individual donors, to help with these additional costs. Important to have an exact cost to work toward but ER noted we need to remember we are buying for years to come so cheapest isn’t always best.

*OFFICE AND COMPUTER IMPROVEMENTS* (RevP): Technology contractor Thiery will be installing new server and new computers and training staff first week in July.

Request that business manager’s office be upgraded with new furniture; Business manager’s old desk goes to Admin Assistant; Admin assistant’s old desk goes to Scotty. Estimate for upgrade is $2,700, not including electrician charges (required since wiring in copy room deemed fire hazard).

**RevP made MOTION to allocate $1,200 from building fund to pay for Business Manager’s office upgrades, with balance of cost to come from private donations, for total of $2,700 to be spent. ER 2d. Motion passes unanimously.**

*PLANNING FOR SUMMER SERVICES* (RevP): We still don’t know how many Sundays will be affected by construction (3-4?). Suggested that we rent a large tent and how services in the tent on the property. Rental price estimates range from $2,300 (2 weeks) to $5,000 (3 weeks), seating 150-200 people with retractable sides. Price includes set-up and take-down. Board favored staying on property rather than relocating somewhere else for these Sundays.

*COMMUNICATION ON TITHING* (RevP): Good ideas from Edwene Gaines at Unity People’s Convention. Prosperity concepts explored; develop wish-list for our spiritual life center (give all volunteers a job so they feel connected; don’t use term “visitors or guests” – use “first timers”; make love offering baskets transparent; confirm that tithing go to organizations that spiritually feed members.

ER noted that the way we tithe is changing; our mainstays used to be UWM, UWSI – do we want to keep them or change them? Discussed organizations that should receive our support, including retaining local connections to “feed” one another.

*USE OF OUR PARKING LOT BY COMMERICAL NEIGHBORS* (ER): Emergency Vet Clinic asked if their patients can use our parking lot on weekdays/evenings. Board agreed, with suggestion that we write up an agreement that they will financially support our maintenance of parking lot when needed.

SECRETARY’S REPORT (MP)

There were minor changes required to be made to the May minutes so MP will make them.

**ER made MOTION to approve May minutes, with corrections, 2d by VW, passed unanimously.**

MP will forward to Admin Assistant for posting on the board and forwarded to Steve McCullough for inclusion in UR online site

Correspondence : Thank you letters were received from Unity Online Radio, Silent Unity, Unity Institute and Seminary, and empower Music & Arts for our contributions during June. We also received an invitation to become members of the Unity temple on the Plaza in Kansas City, MO.

Suggestions: Introduce new members at New Member Celebration; organize an Event Committee; urge RevP to discuss more about Jesus and his teachings in her Sunday Service.

New members: None reported

MINISTER’S REPORT (RevP) See separate report

Dinner with the Minister and Board Members SJ and MP TBD for August

TREASURER’S REPORT (VW) See separate report

Have added some new Count Team members, but additions are still needed (VW in charge of adding new Count Team members); VW briefly discussed the balance sheet and P&L budget performance : Line items within expected limits; net income up 44.45% from 2015; Donors giving stock want letter from UR indicating that they donated stock and not cash – correct.

**MISCELLANEOUS TITHE**

**ER made MOTION to split miscellaneous tithes between Edwene Gaines, Armand & Angelina, Will Tuttle and Pride Fest; 2d by SJ, PASSED unanimously.**

NEXT BOARD MEETING:

**July 21, 2016 at 6:30 pm with FIC**; telephonic Board meeting following on July 28 at 6:30 pm or another date that works for everyone - if necessary. TBA

Snack Duty: ER Opening / Closing Prayer: CN

Closing Prayer: AD Adjourned: CN at 9:44 pm