



CLUUC Board of Trustees Meeting Minutes
January 15, 2019

ATTENDANCE:

Board Members Present: Rod Braña, Tod Chernikoff, Wangari Kamau, Joe Merenda (Assistant Treasurer), Rebecca Nachtrieb (Secretary), Suzanne Pineau, Joan Riggs, Anne Turner (Assistant Secretary), Gail Riley (President), Linda Gianessi, Peggy Jackson (President-elect), Raj Rajendran

Board Members Absent: Ellen Kelley (Treasurer)

Staff Present: Rev. Abhi Janamanchi, Director of Lifespan RE Tim Atkins, Executive Director Jen Morley, Interim Minister Christin Green

Others Present: MaryAnn Dillon, Kate, Harrison, Mary Means, Paul Strella, Jack Welch

Participant Process Observer: Tod Chernikoff

Opening: Convened at 7:01 p.m. with centering words, chalice lighting, and check in.
Opening words John O'Donohue,

Approval of the Consent Agenda:

- Appendix A - December 18, 2018 Board Meeting Minutes
- Appendix B - Executive Committee Meeting Notes 01-03-2019
- Appendix C - Senior Staff Report to the Board of Trustees
- Appendix D - Housing Allowance

There was no discussion. The Consent Agenda was accepted.

Game Night - Linda Gianessi, Peggy Jackson

Discussion: Preparing for Game Night. Board members are encouraged to attend and contribute snacks and drinks. The evening is intergenerational and an opportunity for Board members to share time with our friends and members. Board members will also be paying participants.

Renovation Task Force Charge and Budget - Maryann Dillon, Mary Means, Paul Strella

Discussion- Renovation Task Force Charter:

The process for initiating, negotiating, and managing contract agreements was discussed and the charter amended. It was noted that there are 16 members listed. Subgroups will be created to address construction and messaging. Financial tracking will be undertaken by MaryAnn Dillon and within the church accounting by the Executive Director.

Change orders were explained: unexpected findings as construction progresses. They are a routine part of a renovation. An amount of \$100,000 for Executive Committee approval was questioned as being too large, and \$50,000 was suggested and accepted.

Motion: I move that the Board approve the Charter for the Renovation Task Force.

Joan Riggs made the motion. Linda Gianessi seconded the motion. Passed unanimously.

MaryAnn reviewed the timeline for the next six months. The process running up to construction will likely take us to 2020.

Discussion: Renovation Budget:

Paul Strella and Jack Welch, representing the Financial Policy Committee, presented *preliminary* funds for design and the renovation project as they relate to the funds available and anticipated. It was noted that there is uncertainty in the numbers as we cannot know how pledges will be paid, not paid, or when bequests will be available, and it is not known what new pledges might come in.

The management of expected bequests was discussed. The passage of time before actual construction will allow for some of the uncertainties to settle out. We were reminded that the bottom line is not for renovation only, but includes design.

Motion: I move that the Board approve a total preliminary renovation project budget of \$4,077,000 based on analysis of the information available to date.

Joe Merenda moved. Joan Riggs seconded. Approved unanimously.

Discussion continued regarding continued responsibilities for raising awareness and coordinating continuing fundraising for the capital campaign. This will be added to the Task Force Charter.

Budget Update - Jen Morley

Jen reviewed the figures of gifts received at the end of the year and the appeal to raise \$35,000. The appeal was successful. With the transfer of funds from the Church Investment Fund, rentals, grants, plus the gifts, the shortfall stands at approximately \$1,500, a very workable number. Communication should go out this week acknowledging the congregation's generosity. The settlement from the insurance company for the water damage last year has given the facilities budget a boost.

Sanctuary Mode and Budget - Reverend Abhi and Jen Morley

We just passed the one month mark of being Sanctuary. The work is going well and being led by an amazing team of our members and partners from other churches and organizations. Many things are being learned as we implement policies and procedures. Rosa continues to be invested and engaged, enduring with grace and

courage. There has been a good deal of media attention.

A budget is being developed. Direct costs are estimated at \$25,000 for 6 months. Donations have been generous and the staff is looking at other opportunities where organizations and congregations may support Rosa and Sanctuary. Staff understands the need to coordinate fundraising efforts with our Faith in Action and DMV partners.

Events Update

Beloved Conversations is coming up on January 18 and 19. We're hoping for 100% Board participation.

Process Check: Tod Chernikoff

Pros and Cons: on time, fell behind, caught up, reasonable discussion throughout.

Closing Words: Anne Turner *Choices* by Tess Gallagher

Adjournment at 9:04

Decisions reached

1. The charter for the Renovation Task Force was discussed, amended, and approved.

Motion: I move that the Board approve the Charter for the Renovation Task Force.

Motion was seconded and passed unanimously.

2. The preliminary budget for the renovation project was discussed.

Motion: I move that the Board approve a total preliminary renovation project budget of \$4,077,000 based on analysis of the information available to date.

Motion was seconded and approved unanimously.