

**UNITARIAN UNIVERSALIST FELLOWSHIP OF LONGVIEW
GOVERNING BOARD MEETING
07/11/10
MINUTES**

Board Members Present:

Ruth Semrau, President; Marolen Mullinax, Vice President; Julie Hart, Treasurer; Celeste Fisher, Secretary; Lisa Sanders, Member At-Large; Huey Mitchell, Member At-Large

Guests Present:

Sky Mitchell, UUFL Member

Board Members Absent (name/title):

Gayle Heard, Member At-Large; Gabi Owens, Member At-Large

(List of attendee signatures attached.)

Board President Ruth Semrau called the meeting to order by lighting a candle at 12:45 pm. The UUFL Board Covenant was read aloud by the board members. The meeting agenda was reviewed for modifications. Ruth advised that items could be rearranged as necessary to accommodate board members or guests who need to leave early. No changes to the agenda were made.

The minutes from the 06/13/10 board meeting and the ACBM of 05/2010 were reviewed. There were no additions or corrections. Motion (Huey Mitchell) and second (Julie Hart) were received, with a unanimous vote to approve the minutes. There was discussion about storage of minutes. Off-site storage was recommended by Ruth. Huey and Sky advised that the UUFL website provides off-site storage. She and Huey regularly post documents there for public review, including the minutes, program information, and weekly announcements. Celeste will file the minutes of each meeting at the UUFL building and forward copies to Huey and Sky for posting on the website.

The Treasurer's report for the fiscal year ending 06/30/2010 was presented by Julie Hart and Huey Mitchell. It was noted that while several budget categories were over budget for the fiscal year, the total expenses for the year were under budget, and the total contributions exceeded the total expenses. For details refer to the June 2010 Financial Statement, which was filed for audit. Also discussed was the UUA annual contribution (Huey has mailed our pledge for dues based on a membership total of 27 as of February 2010.)

COMMITTEE REPORTS

AGENDA ITEM
Building and Grounds – Huey Mitchell
DISCUSSION
<p>1) Sheet Rock – space above AC units is open between the room and the attic, resulting in less energy efficiency due to warm air from attic flowing into intake of AC and requiring more energy to cool.</p> <p>2) Fire Extinguishers – they are due for inspection.</p> <p>3) R.E. Building Heater – Marolen and Huey met with Gary Shaver, attorney, about the disputed contracted work done by Patrick Sweeney. Our options are to either drop the case or go to small claims court. Marolen and Huey advised that we drop the case and move on, due to the vagueness of the contract and exacerbated by the fact that the city approved the work. It was decided to drop the case for now and utilize space heaters as needed for the winter.</p> <p>4) Play Equipment/RE Grant – The equipment has been chosen by Zoe and needs to be purchased. The board went outside to assess the best location. It was decided to put the playground on the south side of the RE building because less property is owned by UUFL on the north side of the building. It will require some cleanup. There is also enough grant money in the UUFL budget to have a fence built to enclose the play area. Celeste made a motion to move forward with the purchase of goods and services to construct the playground. This motion was modified to include the devising of an ad hoc committee consisting of Huey, Celeste, and Zoe for purposes of completing this project. The motion was seconded and approved by unanimous vote.</p> <p>5) Wall Décor – Celeste discussed the various options and examples of art that can be used to decorate the worship area of the Fellowship, but needed to know how much she should spend on the items. A \$200.00 purchasing budget was decided upon.</p> <p>6) Building Keys – There are still two keys outstanding. Tina Rushing and Happy King have keys but are travelling for the summer. All board members currently have the appropriate keys except Gayle Heard.</p>
ACTION ITEMS/PERSON(S) RESPONSIBLE
<p>1) Solicit bids for constructing a ceiling between AC units and attic. – Marolen</p> <p>2) Take extinguishers for inspection. – Huey</p> <p>3) Table this agenda item.</p> <p>4) Purchase equipment, commission cleaning of area and installation of fence. – Huey</p> <p>5) Purchase artwork. – Celeste</p> <p>6) Get keys from Tina and Happy when they are back from vacation. – Huey</p>

AGENDA ITEM
Worship Committee – Marolen Mullinax
DISCUSSION
<p>1) August program schedule – Marolen presented the list of August programs scheduled with lay leader assignments. August 1st and 15th are TBA. August 15 will probably be a music service. Marolen also asked for the board’s input on use of a movie called “The Smith Family” for a program in the future. Response was favorable. Ruth offered to get contact info from UUFT member Tom Stovall to Marolen for a speaker named Laura Brandis who is available at times for programs. Julie expressed a wish for UUFL to have a water communion service this fall. Huey expressed a wish to receive info on program titles and topics as far in advance as possible so that he can post them on the UUFL website.</p> <p>2) Daniel Polk/September Program and Workshop – Daniel presented an after-service workshop at the UUFL during the development of the Behavioral Covenant, and will be invited back to do the same for the development of Vision/Mission statements.</p>
ACTION ITEMS/PERSON(S) RESPONSIBLE
<p>1) Provide info on speakers/programs for website as it becomes available. – Marolen</p> <p>2) Contact Daniel Polk to schedule a program and workshop for September. – Marolen and Celeste</p>

AGENDA ITEM
Community Relations – Amanda Koepke
DISCUSSION
<p>The banner has been purchased and implemented at the Historic Longview Farmer’s Market. No info available at time of meeting regarding the PSA.</p>
ACTION ITEMS/PERSON(S) RESPONSIBLE
<p>Ruth will contact Amanda for a written report of any new information on the above items.</p>

AGENDA ITEM
Adult RE Program
DISCUSSION
<p>Plan from last year’s board of directors regarding Adult RE program was reviewed. The board had originally intended to develop a series of programs inspired by the book “Our Chosen Faith” that would be conducted on Sundays prior to worship services. The plan never materialized due to limited participants available to prepare and teach, plus the demands of other projects (fundraising and the</p>

Behavioral Covenant.) Huey stated that an adult RE program separate from the worship service is not feasible at this time for similar reasons. Ruth and Julie indicated an interest in using "A Chosen Faith" as a source of program topics for worship services instead.

ACTION ITEMS/PERSON(S) RESPONSIBLE

No specific plan or timeframe was decided upon other than to consider a plan for incorporating such program topics in the future.

OTHER ITEMS

AGENDA ITEM

Additional Old Business

DISCUSSION

Review of Coordinator positions per request of Huey Mitchell
Name Tags/Sandra Riley
Supplies/Sky Mitchell (Sky will order housekeeping and kitchen supplies as needed with Celeste to inventory for needed items each month when cleaning the building;
Phone Messages/Amanda Koepke
Attendance/no assigned person
Directory Editor/John Riley
Newsletter Editor/Tina Rushing was assigned this task on the last board
Weekly Announcements/Celeste Fisher
History Book/Board Members
Newspaper Announcements/no assigned person.

ACTION ITEMS/PERSON(S) RESPONSIBLE

Ruth will confirm with Amanda if she wishes to continue doing phone messages. Otherwise coordinators/positions will continue with the following exceptions. The positions of Attendance, Newsletter, and Newspaper Announcements Coordinators will be dissolved. (Weekly announcements are posted on the website in lieu of a Newsletter, and we no longer advertise in the Newspaper.)

AGENDA ITEM

New Business

DISCUSSION

Fundraisers for coming year

ACTION ITEMS/PERSON(S) RESPONSIBLE

Deferred until August UUFL Governing Board meeting

AGENDA ITEM
Other Concerns
DISCUSSION
<p>1) Leadership Workshop at UUFT August 14 – The Tyler congregation has invited us to attend at no cost.</p> <p>2) Our NTAUUS grant application is due December 1, 2010.</p> <p>3) Board Member At-Large Gabi Owens is moving to Germany and won't be able to serve.</p>
ACTION ITEMS/PERSON(S) RESPONSIBLE
<p>1) Follow up with UUFL board members regarding time of the Leadership workshop. – Ruth Semrau</p> <p>2) The Board will begin planning in September for the NTAUUS grant application. – Board Members</p> <p>3) Gabi's position will not be filled for now. That will leave 7 board members, with 4 members constituting a quorum. No further action at this time.</p>

There being no further business to discuss, Ruth adjourned the meeting and extinguished the candle at 2:14 pm.