

UUCWI Board of Trustees Special Meeting Minutes, February 9, 2006

Prepared: 2/22/06 by Susan Crowell

Attending were board members Toyon C., Kathleen B., Sandy W., Susan C., Tom B., Ron V. Absent: Kent V.. Building Committee presenters: Baird B., Tom B., Roy B.

A special meeting was held. The building committee sought Board endorsement for a final building design submitted by Flatrock and Board approval for further design costs and the acquisition of funding towards construction of a proposed UUCWI facility on land purchased by UUCWI. A quorum of five Board members in attendance, according to the UUCWI bylaws, was met.

Upon Board and congregational approval, Flatrock will make working drawings of the design presented by the Building Committee at an approximate cost of \$7,000 to \$10,000.

ACTION ITEM: Tom or Kathleen will supply figures on design costs to date.

An application for a \$250,000 loan will be made. The Building Committee will also move ahead to acquire construction bids. The next phase will call for a congregational meeting in June 2006. UUCWI members will vote regarding acceptance of the loan and final construction of the facility. At this point, the decision to build will be irreversible.

Baird B., representing the building committee, presented an updated design, business plan, and timetable to the Board. Baird and Tom B. responded to questions from the Board.

Tom B. reported that every effort was made to save costs in construction of the building. Some examples include foregoing a metal roof and a “barebones” kitchen.

Tom B. reviewed the financing plan, which is largely funded by UUCWI membership. He noted that projected revenues are based on increased membership figures. UUCWI membership last year was 36%. Tom B. noted that a large part of the funding proposal was based on the assumption that new UUCWI members would pledge the same as old members. Tom B. said that the financing plan calls for an “extra reserve” which amounts to a 10% contingency figure. The plan does not include furnishings for the new facility. This requires a separate capital campaign drive. The business plan submitted to the Board also addresses future DRE and ministry needs to meet the needs of a larger membership.

The Building Committee affirmed the position that the experience of other UU churches has shown that once a building is made available, membership figures sharply increase and then level off after a period of time. Membership was projected as probably stabilizing at 120 members within a six-year period. It was observed that the first year of occupancy in the building would mean digging a little deeper and special pledge drive.

B. said that based on projections in terms of capital pledge drives and mortgage costs, the congregation should weigh all aspects of the business plan in making any final decisions about constructing a facility.

The Building Committee reported to the board that the sweat equity involved should not be minimized. Roy B. and Tim K. will jointly fill the contractor role at an estimated \$60,000 to \$70,000 savings to the UUCWI membership. The total estimated savings with sweat equity is \$110,000 to \$120,000.

The need for a green building was addressed. The Building Committee referred to Malcolm F.'s 28 points presented at a June 2005 congregational meeting which require follow up. The Building Committee and Board members agreed that the 28 points needed to be presented at the upcoming 2006 congregational meeting in terms of benefits and costs.

Tom B. pointed out that some green features might not be achieved in the immediate future, however some groundwork was being laid, such as a trench in preparation for solar panels, to incorporate these features into the facility at a later date.

The Building Committee presented the following general 2006 timeline to the Board: Flatrock will complete a working design within the next two months. The Finance Committee will conduct fund raising March through May. A June congregational meeting will be held. A building permit application subsequently will be submitted in July. Construction will start in July and close in October.

ACTION ITEM: An informational packet prepared by Baird B. will be sent to the congregation this week.

An informational meeting will be scheduled following the Sunday church service on February 26. A special congregational meeting will be held following the Sunday church service on March 5 for a membership vote on the proposed church facility.

Based on information provided by the Building Committee, the Board unanimously approved the submitted finance and construction plans, moving ahead with a final working design to be provided by Flatrock, and an application for a \$250,000 bank loan.