

5-3-2006 Meeting Minutes

Members PRESENT: Marge Norskog, Don Bundy, Hal Chorpenning, Larry McCulloch, George Theodore, Liz McGrew

Others PRESENT: Don Heyse, Harry Halac, Bill Tucker, Janet McCulloch, David Kress (RB+B)

Minutes

- Minutes from 4-27-06 meeting were approved.
- We found we had fewer conversations with members during the week than previous weeks. We are hopeful that is due to the well attended forum.
- Larry McCulloch gave a financing update, sharing his research with Bank of the West. They offer a very similar financing structure as the UCC Cornerstone Fund, but desire larger projects. Hal commented that if the two are similar it would be better to go with the UCC Cornerstone Fund as the profits benefit the UCC rather than Bank of the West shareholders.
- Hal's report on building usage was very helpful to the group looking at mechanical systems.
- Don Bundy gave an update on the meeting of the Trustees and the Mechanical expert on 5/2/2006. We have a better understanding of the implications of expanding our facility and that impact on heating, cooling, power and water. RB+B gained an understanding of how we would like to address these impacts. This will result in a better estimate of the work and associated costs of our project.
- David Kress reviewed his updated spreadsheet of our projects in priority order and associated costs. This spreadsheet is still very rough, but we are on track to have reasonable numbers by our forum on 5/21. We expressed our appreciation to David for making the updates to the format we requested.
- David Kress requested more insight into our intentions for the Sanctuary renovation, especially any estimates Steve Freeland might have for a new sound system. Hal said he would contact Steve on David's behalf.
- We asked David to evaluate ways to improve the energy efficiency of the insulation and windows in the older part of our facility as that will affect our heating/cooling plans. Based on his assessment an additional line item may be added to the 'renovation' section of the spreadsheet.
- We had a lengthy discussion with our guests about the Master Plan itself. There was a misunderstanding that the Master Plan was still under review. Hal clarified that it was approved by Council in February 2005. Larry explained that it was the basis for conducting the capital campaign, and the plan toward which the congregation made their donations. It was stated that there are other members who were under the impression that the congregation would get to approve the Master Plan at a formal congregational meeting. Hal read from notes created by the Council Special Task Force, the Long Range Planning Committee, that documented the process followed:
 1. Solicit congregational input (final review October 2004)
 2. Carefully consider all the feedback (formal response made to each suggestion)

3. Present to Council for approval (February 2005)

We clarified that our committee has a specific assignment from Council to advise them on how to make the Master Plan a reality by recommending how best to spend the money raised during the capital campaign. Any remaining concerns about whether this is the 'right assignment' need to be directed to Council. [As an aside, since the members of this committee understood the Master Plan had been approved by the Council we were 'OK' with our charter and felt it was in the best interests of the congregation to proceed. Modifying our assignment only if directed by the Council.]

At this point it was 9:00 – but we decided to continue with our meeting...

- We considered an alternate scenario suggested during a discussion with a church member. Out of this came insight into a second scenario that we decided we should give serious consideration. At our next meeting we hope to choose between two alternatives:
 1. Complete our projects in the priority order we set a few weeks ago and NOT borrow beyond the \$1.6M raised during our Capital Campaign.
 2. Change the priority of our projects slightly so that we include those elements that most directly support a larger congregation (and the renovations, of course!) and borrow to expand the number of projects we complete.

- We continue 'on track' for a Congregational meeting on 6/4/2006.

WRAP-UP

- Don Bundy will make the update at services this Sunday.
- Larry McCulloch will give Council an update at their May meeting next week.
- George Theodore will be the acting chair for the next two meetings.

ASSIGNMENT / STANDARD MEETING AGENDA / TIMETABLE

Assignment of Project Priority Committee

- Proposal to Council will consist of BOTH a list of prioritized, discreet projects and a recommendation for financing that pending their review can be taken to the Congregation for a vote.

Procedures / Meeting plan / Communication strategy

- Will meet weekly – standard agenda will include:
 - Approve minutes from previous week
 - Share feedback/discussions over the past week with members
 - Communication content for that week
 - Assessment of progress
 - Verify quorum at next meeting
 - Set agenda for next meeting
- Timetable
 - ~~4/9 SUNDAY announcement – Marge Norskog~~
 - ~~4/10 7-9 Agenda: Consensus on philosophy, build list of projects – for entire master plan put forward by Exploratory Committee (George will be missing)~~
 - ~~4/16 SUNDAY bulletin – Marilee Long~~
 - ~~4/19 7-9 Agenda: Review project list with Architect (assuming selected) (Marilee will be missing)~~
 - ~~4/23 SUNDAY announcement – Judy Barth / First FORUM: 5 minute History of Master Plan, open dialogue~~
 - ~~4/27 7-9 Agenda:-~~
 - ~~4/30 SUNDAY bulletin – Marilee Long~~
 - ~~5/1 MONDAY 11:00 Discussion with Plymouth staff (Marge, Larry)~~
 - ~~5/3 7-9 Agenda:-~~
 - 5/7 SUNDAY announcement – Don Bundy
 - **5/8 7-9 Agenda:**
 - 5/14 SUNDAY bulletin – Marilee Long
 - 5/15 MONDAY 11:00 Discussion with Plymouth staff (Larry)
 - **5/15 7-9 Agenda: Determine whether to proceed with Council / Congregational meetings / Final Prep for FORUM**
 - 5/21 SUNDAY announcement – George Theodore / Second FORUM: presentation in preparation for Congregational meeting or conclusions to-date and timetable
 - **5/22 7-9 Agenda: Prep for Council meeting**
 - 5/23 Special Council meeting - tentative
 - 6/4 Congregational meeting – tentative