



Board Members Present:

Arianna Lambie	President
Joan Pederson	President-Elect
Kris Barker	Secretary
Tess Grande	
Kent Richmond	
Finley Campbell	2 nd Alternate
Beverly Bennett	

Others in Attendance

Rev. David Schwartz	Co-Minister
Rev. Teri Schwartz	Co-Minister
Joanne Michalski	Treasurer
Vince Vitullo	

The meeting began at 7:08 pm with Chalice Lighting, opening words by Arianna, and check-in of the members of the Board of Trustees.

I. Discussion on the Proceeds from the sale of Fenn House

Arianna reviewed the sticker vote from the meeting on October 24, 2015. The amount of stickers in each category were as follows:

1. Endowment-30
2. Energy Efficiency- 28
3. Schug Renovation-21
4. Cash Reserves- 9
5. Other property- 8

II. Thoughts on a Capital Campaign

- The original plan was to start the Strategic Planning Process in February 2016. At the time, it was believed that 12 to 18 months would be necessary to complete the task. A Capitol Campaign Planning Process would then follow for another year, with the actual Capital Campaign starting after that. So the Capital Campaign would not start until spring of 2018 or later.
- After conversations with several members of the congregation it was determined a long planning process was not desired.
- The current thinking of the Strategic Planning Committee is a different model: a truncated Strategic Planning Process that would end by spring of 2016.
- It was concluded that if we had a truncated Strategic Planning Process, the Capital Campaign Planning could begin in summer 2016. It was discussed that we might engage a Capital Campaign consultant in Spring 2016, so that as the Strategic Planning Process was winding down we would be primed to immediately start the Capital Campaign Planning process.

- A Capital Campaign Consultant will be important in the process because they will help the congregation work through priorities. Often it takes a year to assess the programmatic needs of the church. We agreed that the Capital Campaign process should be truncated as well so the Capital Campaign could start by spring of 2017.

III. Recommendation for Proceeds from the Sale of Fenn House

We determined that we don't have the necessary information to make a viable recommendation to the congregation about how to allocated all the Fenn House money. That said, the Board did develop the following recommendations to present to the congregation on November 8:

- Deposit the Fenn House money in a special Endowment Fund for now, until we have the information necessary to make an informed recommendation for its allocation. The wording on this Fund would ensure access to the money in the future should the Board and Congregation deem certain capital improvement projects worthy.
- Contract an engineering firm to provide a holistic Engineering Study to assess current building needs and repairs.
- Allocate \$50,000.00 to Cash Reserves. This money would not be used for operating expenses, but rather for important building needs such as an Engineering Study and Emergency Capital Contingency.
- Consider implementing some of the Energy Efficiency projects once we have an understanding of their total costs and benefits (per the Engineering Study).
- When or if the funds in the special Endowment account are not claimed by a certain date (i.e., 5 years from its establishment) the remaining funds would be transferred to the main endowment account.

It was expressed that we had a number of key priorities to keep in the forefront our discussion:

- Keeping our renters happy. We need to make sure that we are investing in the rented spaces and providing safe, clean and accessible spaces to our renters. We cannot afford to lose either of our major renters.
- A holistic Engineering Study is necessary to understanding the totality of the buildings deferred maintenance needs before we allocate any money to renovation or energy efficient upgrades.
- Energy Efficient upgrades have the potential to benefit our budget directly by providing immediate savings on heating and cooling costs.

One question/clarification was raised: Who makes the ultimate proposal for how the Fenn House proceeds should be allotted? It was determined that the Board will. The Board will report back to the congregation periodically as we gain insight and information about options. We agreed that keeping the lines of communication open is imperative.

IV. Consent

1. A vote was called to approve recommendations
 - a. Finley moved that the proposed recommendations be agreed to by this body and support it as it was put forward
 - b. Joan second.
 - c. Clarification- the board will propose expenditures to the congregation to vote on as information is gathered.
 - d. Motion carried.

The meeting adjourned at 8:45 pm.