

**First Unitarian Church of Chicago  
Minutes of August 16, 2018 Board Meeting**

**Trustees Present:**

Betty Holcomb	President
Christine Harrell	Vice President
Ellen Larue	
Joe Harrington	
Beverly Bennett	
Kristen Faust	
John Martin-Eatinger	

**Also Present:**

Beth Moss	RE Director
Richard Pardo	
Julie Larson	Temporary Secretary

**Absent:**

Amos Biggers

Betty called the meeting to order at 7:05, offering opening words. This was followed with a general contact information gathering for each board member, followed by hosting assignments.

Introductions and check-in followed.

**1. Calendar for 2018-2019**

All meetings will be the 3rd Thursday of the month, with the exception of September. The Retreat Date is slated for September 23rd, after church, from 12-4.

**Additional Dates:**

Thanksgiving dinner will be November 17th, the Saturday before Thanksgiving  
A celebration for Timuel Black's 100th birthday will be Sunday, December 2nd.

**2. RE Report from Beth Moss**

Attendance has been higher than anticipated. 4 people have been hired to be RE teachers. This will allow for more consistency in the classroom, allowing Beth to have more time to address the other aspects of her job. Owl will happen for K thru 3<sup>rd</sup> grade. The interest in the Owl program is high. She discussed her recent certifications and professional collaborations. Coming of Age program is still in discussion.



### 3. Property Committee Report from Richard Pardo

*Request to act:* over \$600,000 has been raised to date (from 20 people). The goal of \$1,000,000 is attainable, perhaps higher.

Errol Hirsch has asked for bids for renovation of Parish house, women's bathroom, nursery; new electrical panel, Pennington windows, sanctuary windows. The drawings are being produced.

The board needs to sign off on the work to allow it to begin. Richard Pardo asking authorization for some money from Capital Campaign Budget to start.

Board needs to decide on details for the Parish house renovation: appliance, bathroom with lounge, should it be separate stalls and get rid of gender designations.

Concepts for Chris Moore parlor and Aki's place have been around a while. Kris Barker and four additional people, to be designated, need to form a committee to decide on the appliances/stalls/details. This will be an ad hoc committee.

Motion made by Joe Harrington to to open the discussion to designate \$85,000 to Errol Hirsch to create plans and request bids.

The motion to accept by Christine, seconded by John was unanimously approved.

After discussion regarding releasing funds, signed by Mike Knowles and Treasurer (TBD):

The motion to accept by Joe, with no changes to the proposal, no second, was unanimously approved.

*Stipulations:* There will be periodic reports as to how the money will be disbursed.

A letter has been drafted, needs to be reviewed and changes marked.

Checkpoint committee (development in progress) and Parish House advisory committee development in progress) needs to be established. Will provide updated reports to the board, and oversight. The committee to date is Kris, Grace, Ivan and more to be designated.

2018-2019 church board needs to review the previous board's list of priorities. This committee will handle the details of design, fixtures, accessibility to bathrooms etc.

*Additional decision to be made:* Will part of the funds from Fenn House available? Should it be a bridge loan, or used to possibly make up the balance to achieve the \$1.5 mil end result. The amount would be around \$200,000.

*Decisions made:* Architect will draw up plans based on a \$1 mil budget. Anything additional will need additional plans.

Joe: motion to establish parish house committee made by Joe, seconded by Beverly was unanimously approved

Discussion for oversight of the work, design and other issues as needed. No motions, unanimously approved.

#### **4. Financial Report**

The Income statement for the year June 2017-2018 was distributed for review. Check signers: dual signers are in place. The Money Market and E-Trade accounts need someone designated.

Joe Harrington has agreed to sign on the E-Trade account. A second person needs to be designated as the 2<sup>nd</sup> signer.

The treasurer will be the primary, Joe and (possibly) Kristen will be the secondary signers if the treasurer is not available.

Julia Harris has offered to be Treasurer, David needs to vet her.

Income statements presented for last fiscal year and first month of this fiscal year.

Balance sheet presented.

Closing words by Betty, meeting ended 8:55