

**Minutes – Board Meeting**  
**Boise Unitarian Universalist Fellowship**  
**May 16, 2024, 6:30 pm**  
**6200 N Garrett St. & ZOOM Meeting**

Members present: All present except Julia and Francis (caring for father); Steve via Zoom

Guests: Bob Smith; Rachel Strong, Administrator

Action	Number	Description	Notes
Motion	20240518-01	To accept the Consent Agenda	Debbie moved; Jenna seconded; approved
Motion	20240518-02	To rescind the prior month's motion asking for approval to seek a bridge loan if it was deemed necessary	Debra moved; Jenna seconded; approved
Motion	20240518-03	To direct the Engaging Spaces Implementation Task Force to plan for construction on the remodel to begin Summer 2025	Debra moved; Jenna seconded; approved
Motion	20240518-04	To restore to staff the money they had forfeited when the board authorized their raises be deferred for three months due to a projected deficit	Jenna moved; Debbie seconded; approved
Motion	20240518-05	To approve the contractor's bid recommended by Bob and Debbie to do the HVAC installation: Paige Mechanical Group (PMG)	Rob moved; Jenna seconded; approved
Motion	20240518-06	To enlist the expertise of Bob Smith to act as general contractor overseeing the work to accomplish priorities 1 and 2 on the Chelan	Debra moved; Debbie seconded; approved

		Property, and to authorize up to \$5000 to do these repairs.	
By acclamation		To adjourn	

### Discussion Notes

Regarding rescinding the motion and corresponding item on the annual meeting agenda: It was decided that Rob make an announcement at the annual meeting that we are “removing from the agenda this item because the board did a careful analysis of our cash flow and coupled with a number of generous gifts, we no longer anticipate the need for a bridge loan.”

Regarding the motion to restore staff salaries: Debbie requested that the record reflect that we would also refund to Gem, Dir. of Family Ministries, \$962.46 for an errant disability payment deducted from their pay, a benefit not extended to them.

Regarding the motion to approve PMG for the HVAC work: We will contract directly with ClimaTech (Debbie’s former company) to avoid contractor markup where possible. Because the existing control computer/server is quite old, it is recommended we replace it during the HVAC construction project. Clima-Tech will set up the new server and install the new software as part of our yearly maintenance contract at no additional charge.

Regarding the motion to approve work on the Chelan property:

- Our insurance includes a \$1000 deductible; damage has to follow “an incident,” as in excessive rain, etc.
- Rachel suggests we hire Romel to do the major repairs. Use volunteer labor as well.
- Bob noted “it’s a decent structure; we’ve been remiss in overseeing maintenance, and renters are not good at communicating (although they said they’ve been complaining for some time.)”
- We are providing housing to those who need it: Debbie thinks we should be in relationship with the recipients of our subsidized housing so that it is more of a social justice initiative
- We don't have a housing ministry team to help the family with transitioning to new housing. Sara and Rob will talk to the family; give them a long “runway” for finding new housing
- We should strive to get priorities 1-3 (from Bob’s assessment of damages report) done and let them live there for a year, or so while we figure out what we want from that property
- Regarding the property management company: the contract is up on July 30; they do a 12 month agreement. If we want to terminate this contract (\$1200/year) we would do it now and hire a new management company by June 15th. Rachel would like suggestions for companies we might recommend.
- The May Board Folder contains a report from the 2021 task force that worked on a plan for the Chelan property