

## Coordinating Team (CT) Minutes

Jul. 29, 2020

**Attendees:** via Zoom - Rev. David Miller, Pete Krone, Gina King, Bill Braband  
Guest – Paul Atelsek

1. Discussions were conducted with Lay Minister for Property Stewardship Paul Atelsek. Two items discussed are summarized below:
  - a. HVAC Unit Replacement. Paul introduced an idea for a geo-thermal replacement for our HVAC systems, which the CT concluded that this would not be feasible in the current pandemic and economic situation. The CT recommended that the Property Stewardship Council (PSC) proceed with the endowment grant of \$2,500 for energy analysis.
  - b. Property Stewardship structure and governance. The need to restructure the committee to address physical plant and grounds management were discussed at length, referencing the Program Evaluation Committee report on the PSC, PSC charter and policy. It was concluded that the charter and policy needed to be rewritten to reflect the broader management of UUCF facilities and grounds. **The CT took the action for the rewrite.**

The 2020-21 budget was reviewed line by line. Suggestions were made to show total income and total expenses, expected deficit and plan to cover the deficit. The CT will also show three budget scenarios – 1. UUCF closed until the 4<sup>th</sup> quarter 2021; 2. UUCF opening in January 2021; and 3. The impact of an economic downturn.

The next CT meeting will be Aug. 5, 2020.

Prepared by Peter Krone