

# Roof Communication Team Report

From First Unitarian Weekly Connections Newsletter dated April 20, 2017

The roof repair project is progressing and several important milestones have been achieved since the Roof Communication Team's last report. On April 9, a congregational meeting was held after the 11:15am service. At that meeting, the finance plan proposed by the Board of Trustees was presented and questions on the status of the roof project were answered in an open forum. At the end of the meeting, the question was called and the congregation unanimously approved the financing plan proposed by the Board of Trustees. For more details on the finance plan, see the approved plan below.

In our last report, we indicated that the contractor's bids from the five pre-approved roofing contractors were due at BARO Architects on April 13 at 5:00pm. Virginia Searle, representing BARO, delivered the sealed bids to the FAC/BOT at 6:00pm on April 13. The bids were opened and tabulated. Three of the approved contractors submitted bids, which were discussed by Reverend Joel Miller and the FAC/BOT. A number of questions about the proposals were formulated and Virginia Searle indicated she would attempt to get answers on Friday, April 14. As Friday was Good Friday, she wasn't sure she would have all of the answers before the end of business on Monday, April 17.

The project is progressing at a rapid pace and we should have more definitive answers regarding potential costs and time lines during the week of April 17.

## Plan for Roof Funding

Resources for funding the roof replacement:

- Sybil Craig Building Maintenance Fund. The board has voted to use the entire fund for the roof. This is permitted in the will and in the fund charter.
- Property Maintenance and Improvement Fund. We have already spent some of this fund for temporary roof repairs and for the architect. The motion that follows uses less from this source than was in the discussion document. This leaves a reasonable cushion of about \$30K to get us to the new budget year.
- Capital Campaign Account. Some people have contributed to the Capital Campaign Fund even without a campaign, and these contributions go back nearly three years. Many of these contributions were given with the expectation that they would be used for the roof. Thus, the motion proposes using just over \$40K from this source. Once the roof is done, contributions may be directed to other purposes such as repairing interior damage caused by the roof leak. Anyone who wishes to contribute is certainly welcome to do so.
- Income Endowment Draw. This is shown as an amount "up to" \$550K. We don't have the bids yet so we are using the phrase "up to." We will only use the amount that is necessary for repairing the roof. It should be noted that we received approximately \$1.8 million into the endowment last year, the last donation was \$600K, which was received after the FAC-BOT made its initial recommendation.

## Motion

To fund the roof replacement using the following resources:

Sybil Craig Building Maintenance Fund	\$153,630
Property Maintenance & Improvement Fund	\$155,000
Capital Campaign Account	\$41,370
Endowment Draw of up to	\$550,000
Source Total	\$900,000