

**UNITARIAN UNIVERSALIST SOCIETY OF SACRAMENTO  
BOARD OF TRUSTEE MINUTES, November 30, 2006**

The meeting was called to order at 7:00 p.m.

**BOARD MEMBERS PRESENT:** John Abbott, Virginia Dunstan, Denis Edgren, Steve Hoverman, Alice Lopes, John McMillan, David Paul, Terry Preston, Kate Throop, Celine Walker.

**BOARD MEMBERS ABSENT:** Tina Stidman

**STAFF PRESENT:** Connie Grant, Doug Kraft, David McMorris

**GUESTS PRESENT:** Dick Taylor, Carol Jacobs and Bobby Stewart, members of Nominating Committee

**I. Agenda Review:** There were no changes to the agenda.

**II. Consent Agenda:** A motion was made by John McMillan, seconded by Celine Walker, to approve the consent agenda. The motion was passed with a unanimous vote.

**III. Discussion with members of the Nominating Committee:** Board members were asked to comment on the following questions: 1) Were you well-prepared to assume your board duties in July; 2) What was most helpful to you in learning about the Board; 3) What information do you wish you had been given, and, 4) What tips do you have for the nominating committee as they begin their search for candidates.

Members each commented on these questions. Some common response showed a desire to have more information such as job descriptions, a summary of board purpose, and terms of service. Attending board meeting and meeting with current board members individually was also found to be helpful. Desirable characteristics to look for in board members were open-mindedness and the ability to work as a team member.

**IV. Ministerial Matters:**

**Connie Grant, Education Minister,** reported on her current activities. She will be convening a steering committee to establish small, interest-based groups. These groups would have their own facilitator and facilitators would meet together periodically, similar in structure to ministry circles, but with a different focus.

The Coming of Age plans for a trip to Boston are progressing. Connie asked for permission to carry out a variety of fund-raising activities to help offset expenses of the participants.

**Motion: Dave Paul moved, Steve Hoverman seconded, that Coming of Age Boston trip participants be permitted to hold fundraising events (e.g. car wash, parents night out, bake sales, T-shirt sales, etc.), on dates to be scheduled so as not to conflict with other church events.** The motion passed with a majority of ayes, no "nays". John McMillan, Alice Lopes and Denis Edgren abstained because they or their family members will be participants in the Boston trip.

**Doug Kraft, Senior Minister,** asked the board for some direction on what areas he should emphasize in his reports. In general, board members stated that "highlights and concerns and emerging trends" would be sufficient, rather than detailed reports that would require extra time to prepare. Doug's written report reflected the breadth of his activities and the many hours that he spends on behalf of the Society.

**V. Operational Matters:**

**Treasurer Denis Edgren** pointed out highlights from the balance sheet and the consolidated income/expense report. Refer a Chef may stay until January 1st, duplex rental increase notices have gone out, pledges are on target, the plate collections are above projection. On the minus side, building use income is below projection. Overall our current budget surplus is \$5,300. Denis said that the Finance Committee will look at the items currently under-spent and identify them for next month. The Finance Committee will soon begin working on the 07/08 budget. They were asked to provide information about the net income of the duplexes. An appraisal of the properties will be needed to fully evaluate this.

**Business Administrator Dave McMorris** reported on the following:

- A stock donation has been received, stocks have been sold and the proceeds will be put into the general fund.
- A donation button has been added to the UUSS web site, PayPal can be used for charges.
- Physical reorganization of the office will be happening soon.
- Frederick Janson is setting up Escript.com so automatic signups can be made by members for various stores and UUSS will get a percentage of purchases.
- A new waterproof bulletin board next to the sanctuary entrance will be appearing soon.
- A new version of PowerChurch has arrived and learning begins.
- Reservations for committee meetings must be made on the appropriate form—UUSS committee meetings can be seen on the website calendar.

**Development Task Force:** Terry Preston asked for permission to form a development task force and made the following motion: **Move that the board give permission for the formation of a Development Task Force with an interim report to be presented at the next board meeting.** The motion was seconded by Celine Walker. Passed with unanimous vote.

**Program Council:** There was some discussion about how the board can be informed about the activities of the Program Council. It was decided that the minutes of the Council will be included in the Board packet.

**Congregational Conversation Assignment:** President Kate Throop will be unable to attend the first Sunday monthly meetings and asked for volunteers from the Board to cover these meetings. Board members will listen to concerns and bring them back to the Board.

**January 6, 07 Open Meeting:** An open meeting will be held to discuss information pertinent to moving forward with formation of plans for UUSS properties.

Kate is offering to take one or two others to the Growth Workshop in Walnut Creek on January 13<sup>th</sup>.

**VII. Pending Issues:**

- Fund Development Task Force Report – Terry Preston
- Program Council inclusion in board packet – Kate Throop
- Finance Committee – identify budget lines “under spent” as of 12/30

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Virginia Dunstan  
Secretary, UUSS Board of Trustees