

UNITARIAN UNIVERSALIST SOCIETY OF SACRAMENTO
BOARD OF TRUSTEES MINUTES
October 26, 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, Tina Stidman, Kate Throop, Celine Walker.

BOARD MEMBERS ABSENT: Judith Morrison

STAFF PRESENT: Doug Kraft, Connie Grant and David McMorris

- I. **AGENDA REVIEW:** There were no changes to the agenda
- II. **CONSENT AGENDA:** John McMillan moved and Dave Paul seconded the motion to accept the consent agenda. Unanimously accepted.
- III. **MINISTERIAL MATTERS: Connie Grant, Education Minister,** gave details of the proposed Boston Heritage trip. Eight participants, eighth and ninth graders, have committed to the trip. The cost will be between \$500 and \$600. Fund raising activities will be needed and a proposal will be submitted to the board. At least three parents will join the group. Boston will provide students with an opportunity to learn more about their UU heritage.

Doug Kraft, Senior Minister, reviewed some highlights of his report. He hopes that, after his explanation at the last Sunday service, the Joys and Sorrows portion of the Sunday service will continue in the manner intended. He announced that General Assembly will be in Portland in June and there will be a district Growth Conference the 2d weekend in January. A new focus for social action will be continuing, i.e., a search for leaders to take on the project.

- IV. **OPERATIONAL MATTERS: Dave McMorris, Business Administrator,** reported on several portions of his written report: he will be moving \$40,000 to the Schwab money market fund in order to earn more interest; Napoli Culinary Institute on Fulton, has contacted him regarding possible use of our facility for their events; there is some concern about the furnace not lighting recently; a new renter will be moving into the duplex this weekend—plumbing repairs are needed.

Dave presented his recommendation on a change in the Employee Handbook as follows:
Section 6. regarding bonuses should be changed, deleting the sentence, “the Society does not permit the payment of cash bonuses to any employee.” The UUA has recommended that congregations pay the “employer” portion of FICA – that amount constitutes a “bonus” to the minister. The following wording should be added to Section 6.

The Society permits payment of holiday bonuses and other bonuses as determined by the Board of Trustees. All bonus payments are fully taxable and will be used in determining benefits to include life, pension, and disability benefits.

Ministers, at the Board’s discretion, may receive ‘in lieu of FICA’ payments to compensate (through a special payment ‘in lieu of employer’s FICA’) the minister one half of this obligation, or 7.65% of the combined salary and Clergy Housing Allowance. This payment, ‘in lieu of employer’s FICA’ constitutes a bonus, and these extra dollars are themselves taxable for both income tax and Social Security and Medicare.

Motion: John McMillan moved and Alice Lopes seconded: “move that the Employee Handbook, Section 6, be modified to remove the portion not permitting cash bonuses and replacing with the recommended two paragraphs, keeping the current 2d portion of Section 6 (“tokens of esteem,” etc). The motion passed with all aye votes.

Motion 2: Moved by John McMillan and seconded by Alice Lopes: That the board approve the pay and benefits matter recommended by the Business Administrator. The motion passed with all aye votes.

TREASURER'S REPORT: Denis Edgren presented his written report and pointed out a few areas: budgeted income is 94% of projection and expenses are 85% of projected. Pledge income was \$2,800 lower than budgeted in September. The projected deficit of \$25,000 for this quarter is actually only \$4,000 so we are \$21,000 better than expected. However, income reductions for the kitchen rental and loss of duplex income will be affecting us soon. The Finance Committee will begin drafting a proposed 07-08 budget in upcoming meetings.

V. ORGANIZATIONAL/RELATIONSHIP MATTERS:

Congregational Voting process: Virginia Dunstan, Elections chairperson, reported that the election went very smoothly due to the excellent help of the committee members and others who helped set up. The procedures of this election can serve as a model for future elections. There was discussion about the rank order ballot. A short written explanation would be desirable before future elections. Guidelines for rank order computer tabulation should be discussed further. Questions were raised regarding having the program in a private computer. It can be brought up at a congregational conversation.

Minimum Pledge: The UUSS constitution requires that the board determine a minimum pledge for members each year. Doug spoke in favor of a \$1 minimum pledge, pointing out that higher amounts may become the standard to aim for rather than what one would ordinarily pledge. Kate suggested a meeting in the future with the membership committee to discuss this issue. In the meantime, the following motion was made:

Motion: John McMillan moved and John Abbott seconded a motion that UUSS continue the practice of a \$1 minimum pledge for 07-08. The motion passed with a unanimous vote.

Revenue Enhancement: With impending income losses from the kitchen rental and duplex income, the board was asked to suggest ways of increasing income by at least \$7,000. Some of the suggestions were: form a development team or committee; sell the tiles/bricks on the patio for name engraving; have a bake sale/car wash; spaghetti feed with entertainment; revive the April luncheon; Promote our space; Raffle off areas of the budget; make it easy to donate on the web site; have speaker and food for an entrance fee; bring more people in for our plays and concerts; have a talent night; advertise on Sierra Blvd when we have an event (Alice offered to make signs).

Wish List: Brainstorming ideas for a wish list to be published in the December Unigram were as follows: buy a piece of the sewer; replace octagonal windows; piano repairs and refurbishing; pay for staff time; adult education expense; ballast for lighting; buy a door, buy fair trade coffee; window coverings in library, lawn equipment; chair replacement (with name on chairs, if desired). Additional ideas should be submitted before the November 10th Unigram deadline.

Stewardship Campaign goals: Postponed.

Dates to remember and announcements:

Kate asked for help with the Harvestfest Auction. She asked Steve Hoverman to invite members of the Nominating Committee to attend the November 30th board meeting. There will be a Congregational Conversation on November 5th and the Harvestfest Auction on November 11th.

Pending Issues:

Invite Membership Committee to discuss \$1 minimum pledge.

Invite Nominating Committee to November 30th board mtg-Steve Hoverman

Publish Wish List – deadline November 10th – Kate Throop

Stewardship Goals: future board mtg

Revenue enhancement activities: No assignment.

Meeting adjourned at 8:50 pm.

Respectfully Submitted:

Virginia Dunstan, Secretary, UUSS Board of Trustees