

## **UUSS Board of Trustees Meeting Minutes**

December 18, 2014

Members Present: Linda Clear, Linda Klein, Denis Edgren, Cathy George, Janet Lopes, Peter Killian, Carol Jacobs, Shirley Hines

Members Absent: Terry Preston, Charlotte Selton

Staff Present: Rev. Roger Jones

Guests: Cathy Hackett

The meeting was convened at 7:10.

### **Consent Agenda**

The November BOT minutes were unanimously approved. The Board of Trustees unanimously approved the following revision to the Senior Minister's Housing Allowance and Salary for the next six months. These allocations are to take effect with the pay period starting December 20, 2014 : Housing Allowance- \$21,342.18 for six months, Salary- \$20,207.82 for six months, Total Salary and Housing- \$41,250.00 for six months. The Senior Minister will review the housing allowance in June 2015 to see if there are any revisions needed.

### **Building Project Update**

Janet Lopes provided the building project update. The project is about 4 weeks behind but they have a chance of making up time. We can rent SAUCC on a month-to-month for up to 3 months after our current rental lease ends. The funding team is working on a shopping list for furnishings and equipment for the new building. Glory will be developing the budget for the soft costs. Our current security cameras will be reused in the new building. Our project managers will be approving the bills from Jackson Construction before they go to Five Star Bank to be paid.

Colene continues to work on selecting chairs for the new building. The Aesthetics Committee needs a color pallet from Jackson to move ahead. Tim Anderson has done a lot of work on determining AV options. A bare bones system would be about \$42,000. A mid-range option that includes a projection system would be \$77,000. An upper-end system would be \$157,000. The second option may be good attracting for renters and speaker series.

The Bud Swank financial workshop was very helpful to the Funding Team. Bud said we need to have a time gap between Capital Campaigns and the Funding Team is thinking 2017 might be a good date for next Capital Campaign. It was recommended at the fundraising workshop that the BOT establish a generosity steering committee including

representatives from the Finance Committee, the BOT, and the Capital Campaign.

### **Treasurer's Report**

Denis reported that November was a good month from a budget perspective. Income higher than budgeted, expenses less than budgeted. \$23,800 surplus so far this year. Cash flow looking good. The Finance Committee is determining the calendar for next year's budget process. Theatre One generated good income from their plays.

UUSS has \$1.2 million on deposit at Five Star Bank. This meets our obligations for the building loan. Linda C. and Linda K. will develop a flow chart for incoming donations (endowment, heritage, building fund) and Roger will draft a generic thank you letter.

### **Stewardship Report**

Cathy indicated that the Stewardship Committee discussed the possibility of making a statement from pulpit targeting 3 different types of givers as was suggested by Bud at the financial workshop. Top givers (those giving 10% of their income) would be asked to continue their support, middle level givers would be asked to increase by 15% percent and those giving at low levels, that have the income to provide much more support, would be asked to raise their pledge significantly. Lauren volunteered to give this message from pulpit.

Most stewardship team members said they could do 3 to 4 personal visits. Visits would be made target those that are pledging at very low levels and who could give much more. The plan is to have Roger target individuals to be visited and to train the team for the visits. There is interest in preparing a video of why individuals believe in and support UUSS.

Stewardship generosity letters will be prepared and mailed by the end of January. The co-chairs will prepare one letter and Roger will prepare the other.

We do need a culture change as Bud indicated. There are some thoughts among the Committee that maybe we won't need a 15 percent increase this year and there are concerns about getting a 50 percent increase over 3 years.

### **Membership Update**

Linda K. reported that there will be a new member orientation in January and the Membership Committee will have a table to recruit more people to be greeters.

### **Program Council**

Diane Kelly Abrams has resigned from the Program Council. The Program Council feels like they are functioning well with the 5 remaining members. The PC is collecting budget information from their groups and committees for next year.

### **Minister Reports**

Rev. Roger will contact David Sobon about the April auction. Rev. Roger reported that Bud Swank would be interested in doing a monthly meeting with an integrated fundraising team as a paid consultant following up on the December 13 workshop on fundraising.

Roger reported that 53 children are registered in RE. Teachers are a good team in all of the levels. The move has had an impact on RE attendance with fewer attending since the move to SAUCC.

Rev. Roger and Rev. Lucy continue to be busy with congregational support and staff leadership, worship and memorial services, adult enrichment and spiritual deepening circles and denominational affairs.

### **Board Business**

Committee for Roger's Installation- Linda C. and Linda K. will look for a chair and for Committee members. March 8 installation at 4 PM if SAUCC available.

Jan. Board Retreat, Jan. 31, 10-2, Linda Clear's home. There will be a working lunch. Rev. Lucy will facilitate the meeting focused on finance issues.

Program Council in Davis UU Church is encouraging their congregants to attend General Assembly in Portland in June. Linda C. would like to get a similar focus at UUSS.

Janet will center in January.

The meeting was adjourned at 9:10.