

UUSS Board of Trustees Meeting Minutes

February 26, 2015

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

Members Absent: Terry Preston, Charlotte Selton

Staff Present: Rev. Roger Jones, Rev. Lucy Bunch

Consent agenda

The January BOT minutes were unanimously approved.

Linda K. updated the Donor Recognition Policy and Janet suggested that the reference to year, in the third bullet, be changed to "fiscal year". With that change the donor recognition policy was unanimously approved. Cathy will post the new policy to the BOT webpage after the new UUSS website is up in March.

Building Project Update

Janet provided the building project update. Framing will cost about \$32,000 more than originally expected. The low bidder went out of business. The project is about 6 to 8 weeks behind schedule.

The funding team hosted about 25 to 30 people to see the construction so far. The funding team has committed to raising about \$50,000 to \$75,000 for the costs of furnishing, audio and other soft costs for the new building. The Board would like objectives from the funding committee. The final figures show that the Capital Campaign raised \$2.263 million.

The project delivery team met on February 23 and approved the inclusion of an induction looping system for the hearing impaired in the new building. If possible, tests will be run before the induction looping system is installed to see if the major kitchen appliances will cause interference with the induction looping system. The project delivery team also saw the colors that have been chosen by the aesthetics committee for the new building and selected the chair upholstery fabric.

The Chalice Lighters Program of the Pacific Central District chooses 3 grant applications to fund for the next fiscal year. Roger has written an intent to apply for a chalice lighters grant for accessibility improvements of about \$10,000. The deadline to file an intent to apply is February 28. Someone would need to prepare the grant application, which is due the end of March.

The Aesthetics group for the building project has selected a color pallet. Linda C.

indicated that she would like to see the color choices. Meg Burnett and Patty Taylor are forming a group to consider how to display the banners. The Project Delivery Team is getting quotes on refurbishing welcome hall tables. Patty Taylor is looking to see if an artist can reuse the steel in the former entryway structure. Barbara Hopkins and Bob Oyafuso are looking at signage ideas.

Treasurer's Report-Denis reported that the financial information for January is positive. Pledge income remains at projections. The Finance Committee was given an update on the January Board retreat discussion. Draft budgetary information was discussed, including the costs for program enhancements. The Treasurer and Finance Committee will have a draft budget to the Board for discussion in March. In April, the Board will approve a budget that will be brought to Congregation at the May Congregational meeting.

Stewardship Report -

Cathy reported that stewardship month is going well. As of February 26, we had received 139 pledges, which is 40% of the total pledges expected. Of those pledging units, 38% had increased their pledges with an overall increase in pledges of 9 percent.

The Stewardship drive will conclude March 15 with Celebration Sunday. Eric Ross and Bruce Moulton are working on a short skit and there may be a fun song relating to the stewardship drive.

Options for Paying Off the Building Loan- This discussion is a follow-up to the January Board retreat in which the building loan and the need for coordinated fundraising were discussed. Rev. Roger said after reflecting upon our discussion on that day he requested that the Board consider using more than \$400,000 in funding to pay off the building loan. Roger indicated that he would like to lower loan costs so that the congregation can build on the current programming and positive momentum at UUSS.

Linda K. moved that we take a loan of \$325,000 from the Endowment Trust, and \$175,00 from Bequest funds and apply the \$500,000 total to reduce the loan amount. Shirley seconded the motion. Each member of the Board stated their thinking about this proposal to contribute \$500,000 to reduce the size of the building loan. The motion carried with four Board members voting for the proposal, and three voting in opposition. The Board discussed that a policy could be developed specifying how future bequests would be used. It was suggested that the Board consider appropriating a portion of future bequests go to the Endowment Trust and/or to pay off the loan.

Ad Hoc Fundraising Strategy Team- The need for an ad hoc fundraising strategy team to coordinate fundraising activities was discussed. Linda C. envisions this group functioning like the Building Project Steering Committee. Janet moved, and Carol seconded the motion that we establish an ad hoc fundraising strategy team. The motion was unanimously approved. The composition of the team was discussed. It was thought that

the team should consist of at least two Board trustees, a Building Project Steering Committee veteran, and three other volunteers and start in April.

Membership Update – Linda K. reported that the Membership team recruited 5 more greeters and has appointed a liaison to the 20s and 30s Group.

Program Council- Carol reported that Program Council is doing well. They are encouraging members to attend the General Assembly in Portland in June. The liaisons will be notifying their Committee and activity group chairs about key events at UUSS.

Website Update- Peter reported that the new Webpage will be up and functioning on March 18.

Minister Reports – Rev. Roger attended approximately 20 meetings since the January Board meeting representing the major leadership, religious and governing groups at UUSS. Roger's installation will be held March 8 and Linda K. indicates that the Installation Committee is prepared. Roger has been working on the music plans for next year and has been actively involved in the annual pledge drive. Rev. Roger and Rev. Lucy attended the UUA Minister's conference at Asilomar in February and brought back some new ideas for the congregation.

Rev. Lucy reports that the staff are doing well and the mid-year staff reviews indicated that the staff are making good progress on yearly goals. The building coordinator and Rev. Lucy are making improvements to rooms in the RE wing using funds from the Endowment Trust. Rev. Lucy facilitated the Board retreat discussion of options for funding the building project and has drafted a budget estimating costs in the new building.

Board Business

The Board will hold a discussion on the 2015-16 budget on April 11 in the morning at UUSS.

The June Board meeting will be rescheduled to accommodate those going to General Assembly in Portland. The June BOT meeting will be held on June 18th. Executive Committee will meet on June 4.

The Chalice lighter grant will be due the end of March.

Linda C. will center in March.

The meeting was adjourned at 9:40 p.m.

Respectfully submitted, Cathy George, Secretary, UUSS Board of Trustees