

UUSS Board of Trustees Minutes

January 22, 2015

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

Members Absent: Terry Preston

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

Guest: Margaret Wilcox

Consent agenda

Three consent agenda items were unanimously approved. The December 18 minutes were approved. The following members were given life member status: Ruth Davis Barr, Ruth Van Unen and Lou Watson. One family was granted a financial contribution waiver as recommended by Rev. Roger Jones.

Building Project Update

Margaret Wilcox, Chair of the Building Project Steering Committee, presented the Committee's recommendation for the purchase of chairs and AV equipment for the new building. The Committee recommended the purchase of Bertolini chairs, model 2000. The color has not yet been determined. These chairs were selected for a number of reasons including their durability. The committee wants to place the order for the chairs before the price goes up at the end of the month. The total cost will be approximately \$21,000. It was moved by Linda Klein, and seconded by Carol Jacobs, that the Board approve the chair purchase as recommended by the Building Project Steering Committee and that the required down payment be advanced from the building fund. Fundraising will be done later to pay for the chairs. The motion was unanimously approved.

Tim Anderson has done a lot of work detailing cost estimates for three packages of audio-visual systems that could be used in the new building. The basic package is an audio system with an estimated cost of \$53,000. The second level system would add a video system to the audio package with a total cost estimate of \$78,000. The ultimate system would come in at an estimated cost of \$159,000. The Steering Committee recommends the basic system for now. It can be upgraded later. Linda Klein moved, and Peter Killian seconded, the motion that the Board approve the basic audio package for the new building. The motion was unanimously approved.

Janet indicated that the project may not be completed until early to mid-September. Once Jackson Construction gets to the framing stage it may be possible to make up some time. The parking lot will not be repaved during this phase of the building project.

Treasurer's Report

Things are generally good. The pledge and plate income are 100% of the budgeted amount. Cash flow is good. The year to date projected surplus is \$29,500.

Stewardship Report

Cathy reported that the Stewardship team is preparing for Stewardship month from February 8 to March 15. Rev. Roger will meet with the Stewardship Chairs to review the letters and the pledge form scheduled to be mailed prior to February 1. The BOT and Rev. Lucy will send out an email blasts during the stewardship month. on or before March 1.

Visits to selected members won't happen this year as there was not time for training for the visits prior to the Stewardship kickoff. Two members of the stewardship team will meet with the JHYG and SHYG and discuss generosity and stewardship on Feb. 1.

The Stewardship Team would like more visibility from the Board at the Stewardship table. The BOT had a discussion about the possibility of sending a letter to members who pledge at a low level and encouraging them to increase their pledges.

Membership

Linda K. indicated the Membership Committee has renamed itself the UUSS Outreach Team. The Team includes: Membership, Greeters, Coffee Hospitality and Orientation for New Members.

Program Council- Shirley reported that the Program Council has prepared the program budgets. Chris Gerwig is going to recruit people interested in going to General Assembly in Portland.

Website- Peter reported that uuss2.org is the new website. Dirk is still awaiting responses from groups about what they want posted on the new Website. Some groups are using the new format.

Minister Reports

Rev. Lucy's reported that staff are working well as a team are learning how to run reports through Power Church for various needs. Rev. Lucy will be facilitating the discussion on the building loan and options for funding the building costs at the Board retreat on Jan. 31.

Rev. Roger is working with Meg Burnett and others to plan the music budget for next year and the future direction for the music program. Rev. Roger has met with most of the major leadership functions at the church. Rev. Roger feels like he is not able to keep up with the vast number of pastoral needs in the congregation. He would like to start a

pastoral care volunteer visitor program in 2015-16. The religious education volunteer schedule is good but attendance has been a weak. January's New Member Orientation had 15 participants.

Board Business

A Building Rental Task Force has been established to recommend a new rental schedule and to propose a plan to market space.

Roger's Installation will be held March 8, 4 p.m. at the SAUCC Sanctuary and Pilgrim Hall.

The Chair of the Nominating Committee has requested changes to the By Laws to specify 5 members for the Program Council, including a chair, instead of the 7 members specified in the current By Laws. Linda K. moved, and it was seconded by Shirley that this change be made to the By Laws. The motion was unanimously approved. Cathy will prepare the new By Laws and post to the website.

The Chair of the Nominating Committee also requested that the terms of the Nominating Committee be increased to 2 year terms with staggered vacancies. This would require a change to the Constitution. Janet will work with David Paul to draft the constitutional language.

Shirley will work with Rev. Lucy and Miranda on preparing a time capsule for the new building.

Peter will center in Feb.

The meeting was adjourned at 9:35 p.m.

Respectfully submitted, Cathy George, Secretary UUSS Board of Trustees