

UUSS Board of Trustees Meeting Minutes

January 23, 2014

Board Members Present: Linda Clear, Linda Klein, Glory Wicklund, Janet Lopes, Eric Ross, Meg Burnett, Peter Killian, Gordon Gerwig, Cathy George, Charlotte Selton

Board Members Absent: None

Staff Present: Rev. Roger Jones

Guests: Joan Rubenson, Judy Lane

The meeting was called to order at 7:02 p.m.

Consent agenda

The December BOT minutes were unanimously approved.

Sale of the Duplexes

Linda Clear signed the purchase and sale agreement on January 10. The buyer has 20 days for their due diligence. We do not have final closing costs yet but expect to pay taxes and some fees and deposit about \$295,000 from the sale on February 4.

Implementing the Master Plan

Joan Rubenson, Chair of the IMP Committee presented the information on recent developments. The IMP Committee and BOT met with Jackson Construction for their cost estimates. Jackson Construction projected the Phase IA building costs at \$3.35 million. This was reduced to 3.08 as a result of Jeff Gold working with Jackson Construction. Glory reported that her best scenario for our ability to prudently fund the project is \$2.2 million, resulting in a short fall of about \$884,000.

A meeting of the IMP/BOT Leadership Team was held on Jan. 14 facilitated by Rev. Lucy Bunch. The group decided to explore options for raising funds and cutting costs in a short-term window. The group divided into four working groups: Financing Options, Selective Ask for the Capital Campaign, Reducing Project Costs, and Communication. Another meeting of this group will be held on January 29.

Tim Anderson a UUSS member has volunteered to finish the remainder of the AV design requirements. Site improvement plans, which relate to everything outside the building, have gone to the county. The county may take as much as 4 months for plan check/permit processing.

IMP Logistics group is continuing to move forward addressing potential issues to our potential move and solutions.

The next meeting of the IMP/BOT Group will be January 29, 2014.

Roger would like to have a conversation with Bud Swank and Capital Campaign leads and some BOT and IMP members about how we might get more participation in from those that did not pledge to the Capital Campaign. Roger.

Glory reported that some redwood, birch, crepe myrtle trees will need to be removed for required site improvements such as sidewalks and drainage. The redwood trees are dying. There will be a net loss of 11 trees. Eric moved, and Linda K. seconded, a motion to approve the removal of trees as required for the building project. This was unanimously approved.

Website Update

Judy Lane reported for the Website Committee. UUSS has a good website but it is out of date. The website committee decided to release an RFP to explore the costs of upgrading our website. Costs ranged from \$5 to \$20K. The Website Committee determined that Dirk Tuell, our current web master, offered the best plan in terms of cost and proposed activities. The Website Committee is asking for \$2900 from Endowment Trust fund to hire Dirk for this work with an anticipated completion by the end of May.

The Board recommended that the Committee provide a clear statement of work with Dirk and provide payment after identified deliverables have been reached. Although it is not required, the Endowment Trust wants the Board to approve this use of funds. Cathy moved that we approve the use of \$2900 of Endowment Funds for the Website upgrade. Meg seconded, and the motion was unanimously approved. Peter will be a liaison to the Website Committee. Cathy will be a tester of new components.

Treasurer's Report

Glory indicated that the plate income was good in December and that the building rentals were better although still low.

Stewardship

Chuck and Lauren Todd and the rest of the Stewardship Team is working hard. Stewardship month is Feb. 9 to March 9. The approach this year is to continue last year's pledge unless a new pledge card is filled out. The Stewardship Team will have a table on the patio every Sunday explaining the new procedure and taking pledge cards. Lauren is sending a thank you card to the top 30 pledgers from last year. Stewardship Drive will end March 9 with a Stewardship Sunday with food after each service.

Program Council- The Program Council is working with IMP on building needs during the move and is working on the Program budgets for next year. They have asked some committees to reduce their budget. The business portion of the meeting is followed by

a class session on Serving With Grace. This curriculum developed by Grass Valley Church ministers.

Minister Reports – Rev. Roger reported that he was almost finished with his candidating activities and was gratified with the January 12 reception and turnout for services. Rev. Roger and Rev. Lucy continue to meet with the major committees. There was a good crowd for the Christmas eve service and \$400 was raised for the River City Food Bank and the church. Rev. Roger and Rev. Lucy conducted several memorial services in the last month. Rev. Lucy has been closely involved in the deliberations on the building process and has coordinated meetings of the IMP and BOT leaders group.

Membership- The Membership Committee is thinking how to handle greeting and membership when we move.

All Ages- Games Nights have been successful. Do not have an active all ages committee.

Constitution Update- The Committee (Janet, Eric and Carl Gardner) are working through the UUSS constitution with the goal of making the language more consistent, uniform and clear. The group still has the bylaws to go through. The Committee will develop draft changes, circulate to BOT and others may put on calendar for the fall Congregational Meeting.

Update from Youth Trustee- Charlotte indicated that the SHYG and the JHYG would like a presentation on the Master Plan. Charlotte also indicated that Room 12 is very cold on Sunday mornings.

Board Business- Salad Sundays- Salad Sundays Feb. 16 and Feb. 23 as BOT fundraiser. We will ask for a suggested donation of \$5. Janet will center in February.

The meeting was adjourned at 9:35.