

UUSS Board of Trustees Meeting Minutes

June 26, 2014

Board Members Present: Glory Wicklund, Cathy George, Meg Burnett, Peter Killian, Eric Ross, Charlotte Selton

Board Members Absent: Linda Clear, Linda Klein, Gordon Gerwig, Janet Lopes

Staff Present: Rev. Lucy Bunch

Guests Present: Denis Edgren, Carol Jacobs, Shirley Hines, Terry Preston

The meeting was called to order by Glory Wicklund at 7:05 p.m. Linda Clear was at her granddaughter's dance recital, Linda Klein was sick, Treasurer Glory Wicklund chaired the meeting so that Cathy George could take minutes. The new members of the Board (Denis Edgren, Shirley Hines, Carol Jacobs and Terry Preston) were welcomed.

Consent Agenda

The May minutes were unanimously approved.

UUSS Building Project Updates

Janet, the Board liaison to the Building Project Steering Committee was not able to attend the meeting but provided a written report containing updates. Rev. Lucy reported that things are going well regarding the move to SAUCC. The office will be moving to rooms 9 and 10 in mid-July. There will be space in the east wing for all of the UUSS groups that have been meeting in the library and in rooms in the east wing this church year. The library will be moved to room 12.

Judy Moran and John McMillan continue to meet almost weekly with Jackson Construction. There will be no wall of windows on the east side of the sanctuary. We will retain our current hexagon walls with new double pane inserts.

Bridging the Gap is the new name for the Funding Group. They are planning for the Groundbreaking Ceremony. The Bridging the Gap group is not overseeing the Capital Campaign.

Cathy reported that the contract for parking with San Juan Unified School District has been reviewed by the Steering Committee is ready to be approved. We are paying \$45 a Sunday for parking at the lot on Morse and Northrup. The total contract is \$2160 for 48 Sundays through June 28, 2015. Eric Ross moved that the Board authorize Linda Clear to sign the parking agreement with San Juan Unified School District. Meg Burnett

seconded the motion and it was unanimously approved. Janet reported that the contract with the Sierra Arden United Church of Christ is almost ready for approval.

Endowment Trust will be providing funding to spruce up the Fahs Room and Room 7/8.

Treasurer's Report

Glory presented the Monthly Reports for April and May. The auction netted over \$19 K which was about \$3K more than was budgeted. In May, Theatre 1 brought in over \$1,000 more money than was budgeted. At the end of May, UUSS has about \$22,000 more income than expenses.

Glory reported that loan documents were signed today by Linda Clear, Linda Klein and Cathy George. However, Placer Title Company found two outstanding loans on the property which need to be resolved before the loan can proceed. One of the loans was from 1961. There was a second loan for \$43,000 with the Church Members Coop Credit Union. We have documentation that this loan was paid off in January, 1996. Rev. Lucy and Michele have been going over documentation in the shed and will work with Glory to get the paperwork necessary to get the old loans resolved.

Total loan costs for the current loan are \$16,350 (\$3,500 appraisal fee, \$8,250 loan fee to Five Star Bank, and \$4,500 title fee to Placer Title Company).

On July 24, at 6 p.m., Five Star Bank officials will hold a question and answer session about the loan. Board members, are invited as is the Building Project Steering Committee, Project Delivery Team, Project Management and the Bridging the Gap funding team.

Five Star Bank has asked to put up a sign at the construction site.

Stewardship Update

The Stewardship Committee had a 3-hour meeting to debrief from last year's stewardship campaign and to discuss the plan for the coming year. Lauren Davis-Todd and Chuck Todd will continue for their third year as Stewardship Co-chairs. Overall, last year's campaign was successful in terms of the dollar amount of pledged income and the percentage of pledge increases. The committee agreed to follow up on pledge payments. It was suggested that the communication among the various components of the pledge process be improved: Stewardship Team, Treasurer and Finance Committee and Staff (Ministers and Bookkeeper). Rev. Lucy reported that the letters the office sent out to those significantly behind on their pledge payments had positive results, checks were sent in.

Membership Update

Linda K. reported that the Membership Committee is ready for move. They will have a truck to move the hymnals on July 27. They will have ushers in parking lot at SAUCC and

extra greeters at SAUCC.

Personnel Committee

Eric reported that he recommends that the Personnel Committee be disbanded. The Committee has no work to be done now and they support the disbanding of the Committee. Eric moved and Cathy seconded the motion that the Personnel Committee be disbanded. The motion was unanimously approved.

Website Update

Peter reported that the release date for the new website will be held until Sept. Rev. Lucy recommended that we didn't want the new website to come out and need to be more fully developed at the same time as the move to SAUCC.

Minister's Report

Rev. Roger was at General Assembly and on vacation.

Rev. Lucy reported that she has been working on the office transition and that Stanton began working 38 hours a week on June 23 and that JoLane's last day is June 27. The office will be open from 8:30 to 4:30 or 5, Monday through Friday. The office will no longer be open on Saturdays. Stanton will work two Sundays a month and custodial support will be available 7 days a week. Performance reviews for Stanton, Michele and Elaine have been completed. Stanton is working on the moving plans for the office and is working with project delivery team and the project management team for the building project. Lucy is actively involved with the Steering Committee.

Rev. Lucy will be 75 percent time in July and needs to have her contract updated. She will be adding additional duties including: supporting the membership committee including the newcomer orientations; implementing the Spiritual Deepening Circles; planning and delivering an all-ages service once a month; and preaching once a month. Lucy will not be holding office hours on the third week of the month, starting in September, but will be available for important meetings.

The UU Community Church is having their last service June 29. Lucy will be with them for that service and will tell the congregants that they are welcome at UUSS.

Board Business

Agenda Items for the next meeting: Year end financial report, Lucy and Roger's contracts, Update on loan, Final report on move, Groundbreaking ceremony.

Next Centerer- Carol J.

A doodle poll will be sent out to determine the date for the Board Retreat at Linda Klein's house in Rancho Murieta on a Saturday from about 9 to 4.

The meeting was adjourned at 8:10 p.m.

Respectfully submitted, Cathy George, Secretary, Board of Trustees