

UUSS Board of Trustees Meeting Minutes

February 25, 2016

Board Members Present: President Linda Clear, Treasurer Denis Edgren,
Secretary Gordon Gerwig, Carl Gardner, Shirley Hines, Carol Jacobs,
Janet Lopes, Dennis Pottenger

Board Members Absent: Vice-President Linda Klein

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

Staff Absent: None

Guests: None

1. Welcome

- a. President Linda opened the meeting at 7:05 p.m.
- b. Rev. Lucy did the centering.

2. Consent Agenda

- a. The January BOT minutes were approved unanimously.

3. Lay Leadership Activity—Rev Lucy, Social Justice Theme, reflect GA themes.

- a. Why?
 - 1) Call to action, tangible result, getting our hands dirty.
 - 2) Be a force for healing in the world--heart of UU, that's what it's all about.
 - 3) Opening to kindness, connection, and acceptance.
 - 4) Coordinate all aspects of church for bigger impact.
 - 5) Engage with world community
- b. What? Need something tangible:
 - 1) Just Mercy—capital punishment, incarceration.
 - 2) Homelessness—Wind Youth Services going out of business, really sad.
May be the easiest cause to get involved with.
 - 3) Reproductive rights
 - 4) Anti bullying
 - 5) Gun Violence
 - 6) Economic Inequality
 - 7) Sexuality Education
 - 8) Discrimination—Black Lives Matter
 - 9) Earth Justice
 - 10) Human trafficking/sex trafficking
 - 11) Sponsoring refugees

- c. How? (Pick Theme)
- 1) UU Justice Ministry Workshop—uujmca.org. Structure to get going. Evan Junker of UJMCMA can lead us through the process—for a fee. May want to meet with him to see if that would work, and Linda C. will call him. Question for Evan: "We're inspired to develop a social justice theme for next year and we are trying to figure out the process for how we engage the congregation in picking what that theme would be. And we'd like to know what you've done in this area and how you could help us."
 - 2) Congregation needs a sense of ownership.
 - 3) Congregational meeting/forum. Board decides how, congregation what.
 - 4) Possible ranked order voting (like we pick community partners).
 - 5) Workshops—World Café. <http://www.theworldcafe.com>
 - 6) Preaching, religious education, discussion groups, followed by appropriate action. Perhaps the BOT and/or a committee to help decide.

4. **APMT Report, Linda C.**—Admin Property Management Team:

- a. Met today, discussed salary scales. We have moved into a new UUA geographic region 5 from region 4 (higher cost of living; San Francisco is 7). This means that all of our UUA guideline salaries have been bumped up—based on competitive salaries for our region. Salary ranges are adjusted every other year.
- b. We do have a couple of people on our staff that are paid below the minimum region 5 guideline salary, including Rev. Lucy. So we have to do something it.
- c. There's a range from minimum to maximum, and a midpoint.
- d. Lucy looking into new liability insurance.
- e. Utility bills—gas down, water and electricity are up. We need to complete a full year in the new building to know what to expect.
- f. Pacific Central District wants us to store some tents.
- g. Both buildings are now on the same security system.
- h. Issues on the welcome hall/sanctuary doors—hard to prop open, people rough on them. Stripping the mechanism.
- i. Sally White is working on a marketing plan for our building, and the web site should be up tomorrow. We're turning our web site into a brochure. We'll pay for a higher search ranking and search term to see if it's worth it; Google "AdWords." South area church still is listed in Google.
- j. Grounds—Grasshoppers have permission to buy one new lawnmower. Only nine pots left to plant.
- k. Loop system still being tweaked.

5. **Treasurer's Report.** The Treasurer's Report is in the Drop Box.

- a. We are still likely to need the \$20,000 surplus from the prior year even though our YTD income is higher than projected and our YTD expenses are lower.
- b. We are not likely to stay in this trend since we've haven't made full principal & interest payments as anticipated. February was a full payment and January was close to a full payment.
- c. Pledge receipts are 99.5% of budgeted.
- d. Balance Sheet is healthy.
- e. There is still \$99,000 in the Capital Campaign Fund. Need a discussion at some point on what to do with that money. Probably \$30,000 for new monument sign, alarm system, and miscellaneous. May use some of the excess to pay for the mortgage next year—Davis church did this—and not use the operating budget.
- f. First draft 2016-2017 budget in the Drop Box. Taking the "run rate" for the first 7 months we've been in the building and annualizing it for an estimate. Finance Committee and APMT reviewed the preliminary numbers.
- g. Initial deficit \$4,400, not including the new intern—which will be funded outside of the operating budget per prior BOT decision. It does include February 2016 raises but it does not include additional raises for 2016-2017.
- h. Capital Outlay fund could be used to pay the interest on the mortgage since the building will last for years to come.
- i. We need to have a conversation re bringing staff up to UUA minimum salaries.
- j. Pledge are estimated by increasing the current year's by 6%, then trimming that number by 4% which works out to 5.76% expressed as a single number. We currently have 588 members.
- k. 82 of our pledging units pledge under \$50 per month, 82 between \$50 - \$100, 77 between \$100 - \$199, and 59 pledge over \$200 per month. This last group pledges about 39% of our operating budget. Color chart is in the Drop Box.
- l. Finance Committee meets next month, what are the priorities? Balanced budget, fair compensation for staff, increased revenues, cutting expenses, etc.?
- m. Program Council will trim its budget as necessary with feedback from the BOT.

6. **Stewardship**—Janet

- a. Ginny Johnson is running Stewardship in an exemplary fashion.
- b. Stewardship letters and brochures all went in the mail on Tuesday Feb. 23rd. Dirk is working to make the pledge form fillable online.
- c. This Sunday the 28th is the official start of the campaign. Lucy will give the sermon. Over the next few months there will be Sunday testimonials.
- d. Members who may have difficult financial situations will receive a different letter.
- e. About half of the BOT have not returned their pledge forms. Stewardship wants a

large number to be able to show the congregation at kickoff, including BOT and the traditional high pledgers.

- f. Tiki Harlow making a progress chart to display in the Welcome Hall.
- g. Home visits to start tomorrow, hope to have all completed by March 21st.
- h. May have a raffle for those who get their pledge forms in by March 25th.
- i. Lucy's chart in the Drop Box is available to help people determine where they are pledge-wise.
- j. Next official meeting is March 13th.

7. **Program Council**—Carol.

- a. The April event was cancelled because the Friday Game Nights are starting.
- b. May 1st is the "All Activities Opportunity Fair."
- c. Each month the PC writes thank-you notes to people who do major projects for the church.

8. **Minister's Reports.**

- a. Lucy's report is in the Drop Box. Additions:
 - i. Process around newcomers: We have newcomer orientation every fourth Sunday. We've had at least 10 people and sometimes 15 people each Sunday. May hand this over at some point with Lucy an occasional leader.
 - ii. Starting a program called Exploring Unitarian Universalism, meets the third Sunday of each month, helps newcomers and existing members learn about UU. As many as 25 people have attended. A "Meeting of Membership" will happen on the first Sunday in March.
- b. Roger's report is also in the Drop Box. Additions:
 - i. A classmate of Roger's will do a "Spiritual Practice in a World On Fire" retreat on March 5th. The following day they will be co-leading the Senior High Youth Group entitled "Punk Meditation."
 - ii. "Coming of Age" monthly meetings are moving along, no teens have dropped out.
 - iii. Pacific Central District selected our application for a "Chalice Lighter's Award" worth about \$9,000 matching grant for our AV project. Roger's show plus a tax refund will just about get us there.
 - iv. Roger had a first meeting last Wednesday with people interested in supporting refugees with another meeting scheduled next Wednesday.
 - v. Met with Martha Hodges, former UUCC minister, about pastoral visitation.

9. **Intern Candidate.**

- a. BOT had a generally favorable impression of the intern candidate D. Scott Cooper.

- b.** It was moved, seconded, and passed unanimously to hire D. Scott Cooper as our intern from September 2016 to May 2017.

10. **Board Business.**

- a. "Chili Sunday" next Sunday.
- b. Next meeting March 24th.
- c. Executive Committee March 10th.
- d. Eric Jensen may be the next Youth Member, may attend meetings prior.
- e. Carol is the next Centerer.

11. Rev. Lucy did the closing.