

UUSS Board of Trustees Meeting Minutes

December 17, 2015

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, Skylar Primavera

Staff Present: Rev. Roger Jones

Staff Absent: Rev. Lucy Bunch

Guests: None

1. Welcome

- a. President Linda opened the meeting at 7:00 p.m.
- b. Linda also did the centering.

2. Consent Agenda

- a. The November BOT minutes were approved unanimously.

3. Lay Leadership Activity. We may want to pick a church theme for the year. Based on some social issue or social justice topic. The different program areas of the church would be encouraged to do something related to that. Sermons, music, adult enrichment, common book to read, advocacy action, re-engage children, food, celebration, etc.

Standing on the side of...:

- a. *Just Mercy* (book)
- b. Partnering with other faith communities on a theme
- c. Homelessness--homeless hosting--mercy
- d. Reproductive Rights
- e. Being a force for healing in the world.
- f. Black lives matter--discrimination
- g. Tolerance
- h. Role of religion (spirituality) as an agent of healing
- i. Anti-bullying, fear, standing up to meanness
- j. What are we (people) doing right
- k. Gun violence
- l. Strength to love--how to meet the challenges.
- m. Being generous--in spite of polarizing language, there is wisdom
- n. Supporting immigrant detainees (faithful friends)
- o. Awareness action about modern slavery

- p. Comprehensive sexuality education
- q. More courage, openness, kindness, acceptance, solidarity (LGBT)
- r. Deepening circles
- s. Elders - Mentoring

4. **APMT Report.**

- a. At the APMT meeting today: John McMillan to talk to Taylor and Annie about a landscape plan because we need to put one together. They may look at the original landscaping plan and go from there; eventually, everything will be landscaped and mulched. We may not implement it at this time because planting season is over. They've spent about \$1200 on the \$5000 we raised on plants. We've done enough to have a permanent occupancy permit from the County; deadline was the end of October. The County did come out for an inspection which led to the permit.
- b. Life and disability insurance: some of our staff was never offered that because of an oversight. Those were: Stanton, Aaron, Lucy, and Miranda. We're currently paying for Roger, Elaine, and Michele. If we offer it to any employees, we have to offer it to all employees--even part time. This will give them life insurance, disability, and accidental death and dismemberment.
- c. Kitchen Training: To be brought up at Program Council meeting tonight--how people are not cleaning up after themselves (kitchen and/or library). Glory will talk tonight to the PC so they can get back to the various committees. There are cleanup guidelines posted in the kitchen already. The health inspector was here today and found ants, so we now have to get pest control--at least one time.
- d. New bulletin board outside office.
- e. As of last Sunday we still have some problems with the Loop system. I have been asked to talk to Tim about steps to get someone in here to solve the problem. We got feedback from Maxine, Marion, and Bob. Last Sunday there were parts there were OK, it was intermittent, and then it went out altogether.
- f. We're going to ask Cassie Wilkins if she'd like to be on the APMT.
- g. Security and fire alarm. The front office is looking into this, getting bids for the most cost effective and economical solution. A fire alarm system for both buildings under one contract; currently there is one for main building and one for the RE building.
- h. Signs. A sliding sign holder outside the office that can show hours, closed, etc. Also a sign that says "Office" with an arrow that points toward the office.

5. **Treasurer's Report.** The Treasurer's Report is in the Drop Box. Income in November was about 4% more than budgeted, about \$1900. Year-to-date, \$251,000 actual, \$243,000 budgeted. Expenses \$245,800, budgeted \$257,300, so we spent \$11,500 less than expected. Loan expenses were \$11,600 less than budgeted, so that accounts for it. November was the first full interest payment. Pledges running \$3,000 ahead.

The congregation will vote on next year's budget in May, so the Finance Committee should have a proposed budget to the Board for their consideration. Need to consider priorities and their financial impact. Possible staff raises. Roger priorities: Keep the momentum going, more exciting services, more small group connection, lots more musical variety, gearing up to take our values out into the world now that we have a renovated and expanded launching pad. More ministries to connect younger adults, seniors, families, people hungry for community and connections. Also sabbatical leave for Roger, and a seminar intern to support Rev. Lucy in Roger's six month absence.

We need to tell the congregation about Roger's sabbatical and about the possibility of having an intern. Congregation needs to know prior to pledging. Ginny Johnson will attend the January meeting and discuss priorities. May reach out to generous pledgers so at the stewardship kickoff can announce \$X raised thus far.

We made a commitment to staff that come January we would have a conversation about whether we could give raises this year. Need to meet and discuss in a closed session after the December financials are in and see if this is feasible.

Balance sheet is healthy; operating fund is strong, \$62,000 in emergency fund. \$49,000 in temp restricted fund. Capital outlay \$97,000, heritage \$19,300, cap campaign \$82,300 at River City Bank--left over from the project. Not including \$10,000 for the sign--possibly \$50,000 available. 5-Star bank loan \$569,000 in January to be amortized. Our rate may be affected by the quarter point increase in the Prime Rate. Extra payments before the loan is amortized will lower the monthly payment.

6. **Fund Raising Strategy Team** (FRST). This includes Stewardship and fall and winter fundraisers.
- a. \$2100 profit on the Aloha dinner. Thanksgiving dinner probably broke even. Piano recital made about \$900. Some of the piano keys are out of tune.
 - b. **Roger Jones One Man Show.** January 23rd. Roger's life story thus far. \$50 ticket.

- c. At the January FRST meeting, Karen Gunderson and Cathy George are going to present on encouraging legacy giving to remember UUSS as a beneficiary in their retirement plan or estate. Janet spoke of a "legacy charter member" idea. Meg Burnett had wanted to bring in a dance group for a dance to be held in May or June.
 - d. Building project brochure was a nice surprise for those that received them.
7. **Program Council**. Activity groups preparing budget spreadsheets for Board consideration. Kitchen tour tonight, activity groups need to know procedures. Dirk Tvell is doing more web training, additionally in January. Doing a family event in April.
8. **Membership**. Linda Klein will be back in the next few days.
9. **Minister's Reports**.
- a. Roger's is not in the Drop Box. Planning sabbatical. Lots of memorial services. Co-leading Beloved Congregation with Lucy. Intensive weekend with four churches Friday-Saturday at the end of January, a 2-hour class two Saturdays a month.

Lots of Adult Enrichment things going on. Lucy doing the tour the Sunday after Christmas, would like a couple of trustees to go along. This Sunday Exploring UU with Mary Howard. RE is doing pretty well, pretty stable. Solid leadership except one person short in SHYG. Coming of age going well with ten kids.

Sabbatical will be during 2016-17 church year, probably not before October. The intern will be here full time, nine months, September - May. Required to be credentialed as a UU minister. Recommending stipend \$1700/month, \$15,300. Add \$700 for books & meals. Lucy recommended we have an application deadline of January 15th with a decision date of February 15th. UUA already notified.

How to fund--operating budget, or a one-time thing and tap available funding sources. Money normally budgeted for guest ministers. Betty Ch'maj fund problematic. Other possible sources: Sabbatical fund (\$3,700, by July 1st more than \$4,000), Endowment Trust (\$2,000), Religious Services (\$2,500, fewer guest speakers, PC approval needed), and perhaps the Heritage Fund--need to get to \$16,000. Try to fund out of pledge drive and fall back on savings if that doesn't work. Congregation needs to know prior to the May budget meeting. \$20,000 in savings is being used to fund this year's budget, plus \$17,000 for the intern, plus possible pay raises. If pledges don't cover the proposed budget, the Board has to cut to achieve a balanced budget. Congregation needs an incentive to increase pledges to pay for the intern.

Motion: UUSS will hire an intern minister for nine months for next year, beginning

Fall 2016, assuming a suitable applicant is located and accepts. **Moved, seconded, and passed unanimously.**

b. Lucy's in the Drop Box.

10. Board Business.

a. Board chili fund raiser Jan 31st and Feb. 28th.

b. Next meeting January 28th.

c. Executive Committee January 14th.

d. Shirley is the next Centerer.

11. Linda C. did the closing.