

UUSS Board of Trustees Meeting Minutes

April 23, 2015

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

Members Absent: Linda Klein, Terry Preston

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

The meeting was called to order at 7:05 p.m. The March BOT minutes were unanimously approved.

Building Project Update

Janet reported that the building renovation project will be completed in mid-August and that the congregation will stay at SAUCC through August. We should have our first service in the new building in September with a building dedication on September 13.

The driveway will be repaved up to the first speed bump with slurry seal on the rest of the driveway. This should last about 5 years. Repaving the parking lot would cost a lot of money and is beyond the scope of the phase 1 work. The current project budget shows that we have \$77,000 in excess of the construction costs.

We will need a permit for a new entrance sign. Linda Clear, Carrie Cornwell and Jeff Voeller are working on the entrance sign as well as interior signage. They are planning for a two-sided sign placed perpendicular to street. Meg Burnett and Patty Taylor are working on getting the banners repaired and rehung.

The Funding Team will focus on fundraising for the chairs beginning April 26. Fundraising for audio-visual equipment will begin at the May congregational meeting. The funding committee is looking into the possibility of using a UUA crowd funding site for the chairs. Rev. Lucy and Michele will recommend an approval process for purchase orders and reimbursements for furniture and equipment.

Treasurer's Report

Denis reported that the March monthly income was about \$6,000 less than projected primarily due to the income from the auction not coming in until April. Dennis reported that he has not yet transferred funds to Five Star Bank for building costs but that he will be transferring funds soon.

Denis made changes to the 2015-16 budget based on the discussion at the Board

budget workshop on April 11. There was further discussion about the inclusion of \$2000 for a possible bonus for the bookkeeper and receptionist. Rev. Lucy indicated that they have taken on more responsibilities this year. In order to help with the loan payments, half of the amount budgeted for capital outlay, \$6400, will be used to allocate toward the loan payment. The capital outlay fund currently has \$50,000. The budget meets most of the board priorities. Peter made a motion that we approved the budget as amended. Janet Lopes seconded the motion and it was unanimously approved. Carol will let Program Council know that the budget for the programs has been reduced to \$18,000. Budget workshops for congregation will be held on May 3 and 10. Linda C. will present the budget at the congregational meeting.

Stewardship Report – Cathy reported that we'd received 81% of expected pledges, only 66 pledging units are outstanding as of April 20. We have an increase in pledges of \$25,899. If we assume that the remaining pledging units maintain their pledge at the same level in 2015-16, we will have an overall increase of 6 %. The Stewardship team will meet in May to debrief this year's campaign.

Program Council- Carol reported that Program Council will be having a meeting to give people an orientation to General Assembly.

Website – Peter reported that Dirk has to finish the mega menus and training docs. The new website is easily readable on mobile devices. Peter will follow up on the searching options on the new website.

Minister Reports

Rev. Jones disseminated the charge for Fundraising Strategy Team and it was discussed. A new member report for the first three quarters was disseminated. There were 36 new members and 9 members who resigned from July 2014 to March 2015. In the future this report will be done quarterly.

Rev. Lucy discussed the need for an Administrative and Property Management Group to oversee administrative decisions. We do not currently have a functioning property management or personnel committee and this team will serve that function. Cathy made a motion to establish an Ad Hoc Administrative and Property Management Group. Peter Killian seconded the motion and it passed unanimously. Linda C. and Denis will serve on the Team with Rev. Lucy and one or two additional members will be selected.

Board Business

Shirley has list of names of members who will attending GA and who would like to be delegates: Carrie Cornwell, Pat Skells, Claudia Desmangles, Chris Gerwig, Shirley Hines and Meg Burnett. Paula Joy Welter is interested in being an

alternate. The Board will vote on delegates at the May meeting.

Charlotte will be attending district assembly in San Francisco. The agenda for the May 17 Congregational Meeting was discussed. The Board will provide salad Sundays on May 3, May 31, June 7 and June 28 as a fundraiser. Janet is coordinating and will send out a sign up list. Carol will center in May.