

UUSS Board of Trustees Meeting Minutes

July 23, 2015

Board Members Present: President Linda Clear, Treasurer Denis Edgren, Secretary Gordon Gerwig, Shirley Hines, Janet Lopes, Cathy Styc

Board Members Absent: Linda Klein, Dennis Pottenger, Terry Preston, Carol Jacobs

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

Guest: Skylar Primavera, prospective Youth Member

1. Welcome

- a. Denis did the Chalice Lighting & Centering
- b. This was followed by a building tour led by President Linda.

2. Consent agenda

- a. The June BOT minutes were approved unanimously.

3. Building Project Update- Janet

- a. Janet noted Glory's budget for furniture and equipment budget is correct. The total amount needed is \$103,500, not the \$54,000 mentioned in her report. We have raised \$54,000, a bit more than half the amount needed. The \$103,500 includes audio visual (the basic system that was approved for \$58,714), hearing systems, the chairs, sign, library blinds and bulletin board, office stuff, worship table, banner, and stage curtain.

Some question about whether the banners should go around the stage or the soffits. Meg Burnett, Dick Taber, and Kevin are on this ad hoc committee, but the decision still has to go through the Project Delivery Team, Aesthetics Committee, and possibly the Project Steering Committee.

Monument sign update: Jackson Construction finally gave President Linda a rendering, very simple, perpendicular to the road, with a chalice, "Unitarian Universalist," possibly the address if required. President Linda not in favor of the service hours or the web site address. Jackson cost: \$20,000, cement block and lathe & plaster. There's an alternative design for a 6x6 stacked sign for \$7,600 with plastic lettering. County rules only permit 36 square feet for the sign. The sign budget is currently around \$7,500.

4. Treasurer's Report-Denis

Fiscal year ended June 30th. For that month we budgeted \$37,000 in income and actually had \$42,700. Budget expenses were \$37,800, actual were \$44,700. We had a worker's comp insurance premium that month. Ministers spent all of their budgeted expenses plus GA expenses. Net income for the month negative \$2,000, had budgeted negative \$800. Projected year-end budget surplus was \$43,000; actual budget surplus was \$55,200. Board has agreed to put \$23,000 of the surplus toward the 2015-16 operating fund. Pledge income 98% of budgeted, plate income 103% of budgeted. No cash flow problems experienced during the year. The last \$20,000 of our building fund has been transferred to 5 Star Bank. Operating fund is healthy. Drop box access needs to be updated per new Board members.

- a. UUSS Board Guidance document on unrestricted gifts of \$10,000 or more. The point of the document is to encourage smart and thoughtful allocation. President Linda proposed we table that until next month, but in the meantime the Board should look over the document with a view to possible changes and whether to make it policy. Document is in the June drop box.
- b. Fund Raising Strategy Team (FRST) Report—Timing of Fundraisers Postponed until

5. Program Council

- a. Linda Roth is doing a great job organizing the building re-dedication ceremony.

6. Minister Reports— Rev. Roger and Rev. Lucy

- a. Reports noted.
- b. FRST Meeting attendees: Roger, Eric Ross, Linda Klein, Karen Gunderson, and Shirley Hines. This is the team that Lucy put together to look at personnel, property management. President Linda will get in touch with Annie Kempees to let her know that this committee exists.

7. Board Business – Linda C

- a) New Member that President Linda approached declined.
- b) Board retreat to be August 29th. Shirley is not available for either date. To be held at Linda K's home.
- c) Dedication Ceremony -- Linda Roth is working really hard, so organized, communicating with President Linda and Roger constantly. Marilyn Reynolds will do a press release--not just we're having a dedication, but who we are and what we do. Will talk to Pres. Linda, Lucy and Roger about what to say.

Saturday Sept. 12th there will be a dinner at the church to honor people who worked on UUMPF, IMP, Capital Campaign, and building project. Linda Roth found a caterer for us. President Linda has started a thank-you list and has routed it to Margaret, Carrie, Lucy, Roger, and Joan Rubenson. Barbara Gardner can double-check the list. There will be an Evite sent.

d) Next Centerer--Gordon

e) Bonuses for employees: It was moved and seconded to award two employees \$1000 bonuses net of taxes. Dennis says we do have the extra \$400 in the budget to net the \$100. This passed with one abstention.

There is a potential for midyear raises if building rentals are adequate.

8) Extinguish Chalice- Denis