

**Draft**  
**UUSS Board of Trustees Meeting Minutes**  
June 23, 2016

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

Board Members Absent: Skylar Primavera

Staff Present: Rev. Lucy Bunch

Staff Absent: Rev. Roger Jones (at GA)

Guests: Incoming Board Members: Kathy Bernard, Elizabeth Pataki, Sally White, Margaret Wilcox

**Welcome**

President Linda Clear opened the meeting at 7:07 p.m.  
VP Linda Klein did the centering.

**Consent Agenda**

The May BOT minutes were approved unanimously. Motion: Carol Jacobs  
Second: Carl Gardner.

**Lay Leadership - Rev. Lucy Bunch**

Each person says an affirmation/appreciation of another in the room, or in the Congregation.

Pres. Linda talked to incoming members about setting a time in the future for an orientation to the Board.

Pres. Linda announced an executive session at end of meeting to discuss a personnel issue.

**APMT Report - Pres. Linda & Rev. Lucy**—Admin Property Management Team:  
Team will meet next week.

**Art work** - Patty Taylor presented a maquette of her proposed sculpture to be donated to UUSS for the wall over the piano. She asks that UUSS only pay expenses for the materials, approximately \$620.00 Sculpture should be ready for mounting by Labor Day weekend.

**Motion carried unanimously to approve funds for the sculpture and mounting from Bldg. funds. Motion: VP Linda Klein Second: Carl Gardner**

**Banners** - Group led by Meg Burnett and Dick Tarbell is working on more banners to add to those already up. They'll also be ready by Labor Day weekend. Carol J. reports that the Library will also have its History of UUSS display up for that weekend. Lucy mentioned that we'll start our 2nd year in our new building with new items to celebrate.

**Projector** - We now have \$19,000.00 from Roger's show and the PCD Chalice Lighters program to purchase a new projector for the Sanctuary. Tim Anderson found one cheaper than last year's model. He is adding the function of controlling the projected images from the pulpit which will add to the cost, but not go over budget. Lucy state the reason the projector is this expensive is that it will be able to be seen clearly even without window coverings.

**Monument Sign** - Jeff Voeller found conduit for electricians to new sign! Now getting estimates for wiring. Per Sign Tec, the county is dragging its feet with permitting. The new sign should be installed some time in early September. Bob Oyafuso says there's a chance the plastic from the old sign could be re-sold?

**Donor Tree** - VP Linda says the rocks will be mounted soon. The leaves are the responsibility of the VP. The VP will get lists from Bookkeeper Michele, arrange for engraving, deliver leaves to Facilities Coordinator Stanton for mounting.

**Treasurer's Report - Denis Edgren** The Treasurer's Report is in the Drop Box.

YTD(5/31) income 99% of amount budgeted.

YTD Expenses continue at 96% of amount budgeted.

YTD we are \$6400 in surplus. We may end the year with a modest surplus largely due to the loan not being fully funded until December and the \$38,000 loan pay-down lowering our principle and interest expenses by about \$15,000.

YTD Pledge Receipts \$412K. Budgeted - \$436K. 95% of amount budgeted.

Pledge income is down compared to last year. Treasurer feels that we over-estimated pledge income, and that the '16-'17 budget is more realistic.

We currently have about \$875K in loans (5Star & UUSS Endowment Trust). We pay the Endowment quarterly at 1%. 5 Star payments are \$3400/month with \$1000 going toward principal.

\$99K currently in the Cap. Campaign Fund(also known as Building Fund). \$35K of that is currently committed to a list of projects: monument sign, projector, artwork, etc.

Need to update banks regarding new officers and do all necessary paperwork.

Treasurer Denis addressed incoming members to remind them that the Annual Budget is a plan for the year that will change as necessary with new information during the course of the fiscal year and the current Board has adopted a policy for guidance in allocating unrestricted gifts over \$10K to UUSS.

Thank you from Pres. Linda to Treasurer Denis for his excellent service over the past 2 years.

### **Fund Raising Strategy Team (FRST) - Shirley Hines and Linda K.**

**Stewardship** - Ginny Johnson will stay on as Chair of the Stewardship Drive. She'll be asked to join the FRST. Pledge total as of 6/16: \$438,284.00  
Pledges received: 274. Pledges outstanding: 62

**Legacy Group** is starting up in September. They're working on a brochure. They plan to honor Roger Barr. Eric Ross has proposed a draft 5 year plan of monthly focus points for the group.

**Retreat** - FRST requests a retreat with the Board on Saturday, October 29 to discuss long term planning. They want the Board to help set strategic goals. Incoming Member Sally White has professional experience with strategic planning. Per Lucy much of the old Long Range Plan has been achieved.

**Vol. Training** - Plans to train volunteers to lead events to make chairing an event seem less daunting.

**Upcoming events** - Patty Taylor has offered to lead an Art event, Meg Burnett has offered to run the Harvest Dinner.

Board will need new liaison for FRST.

### **Membership - Linda K.**

The Cttee is very functional. Linda K. appreciates the help of Revs. Roger & Lucy and the process developed to help visitors become members. New member reception held at Rev. Roger's house a big success. 30-40 people attended. Thank you Roger.

### **Program Council - Carol Jacobs**

**Events** - PC was very happy with their end-of-year events: Opportunity Fair, and Leadership Appreciation. Carol thinks it would be wise for the PC and BoT to meet together at least once/year.

**FID** - The Friends In Deed group is struggling. PC will look at other options to take its place. The office is now handling most of the FID requests. We have a new pastoral ministry lay group starting up that may support a FID-type group. It was suggested that PC could look at other similar size churches for new ideas on how to meet this need.

## Minister's Reports

per Lucy Roger sent some items to take note of:

**Habitat** - About half the funds needed have been raised to support the Build for Unity Habitat program. Many congregants have spoken to Lucy about their enthusiasm for the project. It supports our interfaith connections and works well with our Social Justice outreach.

**Motion carried unanimously to approve showing support for and raising \$1000 in funding from the Congregation for the Habitat for Humanity - Build for Unity project. Motion: VP Linda Klein Second: Carl Gardner**

**Black Lives Matter** - Dennis Pottenger said about 30 people attended the BLM forum on 6/12. Impressions from the forum are that we are late to the conversation, but it's good that we're addressing the subject. We should do more than just put up a banner. 15-20 people were interested in volunteering for a working group. Lucy says UUA has banners we could order for about \$175. Carol says the Library group has ordered books on the subject for the Library. Linda K. thinks we should also put up a Standing on the Side of Love banner. Dennis thinks this is a good way to show the ties between UUSS/UUA and BLM. Denis E. expressed concern that there's not enough time to process info before the BLM vote. Lucy said it was discussed at the forum and that there will be an informational table in the Welcome Hall on Sundays where people can get more info. The next forum is 7/17, with the vote scheduled for 8/7. Dennis trying get a BLM representative to speak at the next forum. Elizabeth Pataki expressed reservations about BLM movement and fears of excluding other groups. Dennis explained there is no intent to exclude other groups, but rather to recognize racism and repair relations with the African-American community.

### **Lucy's Report** - in the Drop Box

**Rentals** - Jim Eastman has the second draft of rental brochure ready. One time rentals are increasing. Sally White is contacting 5 event planners to talk about our site and they all want a brochure.

**Social Justice Theme** - Lucy presented an Overview and Implementation plan (attached). Suggested partnering with a local community advocacy group. Six people want to be in the Task Force for SJ to provide guidance to the Congregation. Active BoT involvement is important throughout the process. This can meet our goal of being more involved in the greater community. Activities expected in the Fall and again next Spring. Pres Linda says we

should have a Board liaison for this group. Sally White and Elizabeth Pataki have both offered to be liaison.

Task Force volunteers: Rich Howard, Eric Ross, Larry Shaw, Sally Wilkins, Sally White, Elizabeth Pataki, Karen Gunderson(maybe).

**Community Partner:** Relationship Skills Center is reorganizing, re-naming, and applying for new 501c3 status. We will push them back a month for receiving 1/2 the collection. We'll revisit this next month.

### **Board Business**

**Board Retreats:** August 13 from 9:00am-3:00pm at Linda Clear's home. Retreat for FRST and BoT on October 29. Time and place tbd.

**New BoT members:** Pres Linda will email new members a listing of their duties and asked them to read our governance documents.

**Quorum question:** Pres Linda expressed concern about our quorum requirements for Congregational votes. She will ask other local UU Presidents what their requirements are.

**Next Meetings:** Executive Committee 7/14. Next Board meeting 7/28.

**Next Centerer:** Pres Linda. Treas Denis suggested an annual sign up sheet for centering.

VP Linda Klein did the closing after serving 12 years as Vice President.

### **Executive Session**

The Board discussed an employee contract matter.

Pres Linda expressed gratitude to outgoing Board members: Linda Klein, Denis Edgren, Carol Jacobs, and Shirley Hines.

Meeting Adjourned: 9:25pm

Respectfully Submitted,  
Janet Lopes, Member at Large acting for Gordon Gerwig, Secretary.