

***Draft***  
**UUSS Board of Trustees Meeting Minutes**  
July 28, 2016

Board Members Present: President Linda Clear, Vice-President Margaret Wilcox, Treasurer Gordon Gerwig, Secretary Janet Lopes, Kathy Bernard, Dennis Pottenger, Denis Edgren

Board Members Absent: Carl Gardner, Sally White, Erik Jensen

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

**Welcome**

President Linda Clear opened the meeting at 7:05 p.m.  
Pres Linda did the centering.

**Consent Agenda**

The June BOT minutes, acceptance of resignation of Member-at-Large Elizabeth Pataki, acceptance of Denis Edgren to replace her, and recognizing Erik Jensen as Youth Trustee were approved unanimously. Motion: Gordon Gerwig. Second: Dennis Pottenger

**Lay Leadership - Rev. Lucy Bunch**

No Lay Leadership activity due to Lucy's absence.

**Treasurer's Report - Gordon Gerwig** The Treasurer's Report is in the Drop Box.

YTD(6/30) income 97% of amount budgeted.

YTD Expenses 97% of amount budgeted.

YTD we are \$7975 in deficit. The budget predicted a \$2000 deficit.

YTD Pledge Receipts \$443K. Budgeted - \$475K. 93% of amount budgeted.

YTD pledge revenue is \$31,254 less than budgeted. YTD non-pledge contributions and plate collections are \$10,000 over budgeted amounts.

Operating expenses for UUSS about \$55K/month.

Five Star Bank loan is \$562,973 (\$3433/mo. & \$41,200/yr.) Endowment Trust loan is \$312,200.

\$101K 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.

The Finance Cttee has update the P&E Fund (04) removing outdated and unnecessary figures.

Five Star has requested a detailed statement of furnishing and equipment to provide for newly required flood insurance. Gordon will check to see if we actually need flood insurance due to raising of the building's floor.

Sac. County may revoke our property tax exemption creating a new \$12K/year expense (based on \$1.2million current property value). Currently being appealed. Letter sent 7/18/16. If no respite from County we will go to our County Supervisor.

**APMT Report - Pres. Linda** – Admin Property Management Team met earlier today. Pres Linda explained APMT to new members.

**Event Architects** - a well established event planning company. They are eager to contract with us and feel they will be able to bring in a lot of rentals. It's an issue to balance outside rentals with Theatre One's use of the building. The APMT is working on a contract that reflects out values as a religious community. Pres Linda asked the group what we think. VP Margaret Wilcox likes the idea, Dennis P. asked about liquor licensing (renter's responsibility), Kathy B. thinks it's a great idea and a good way to capture income. Sally White, Pres Linda, and Glory Wicklund are working on the contract. Eric Ross will check the contract for legalities. Having this contract can free up our office staff from some rental responsibilities. Denis Edgren stated that more income = more property tax and asked do we know how much it costs us to run the building? UUSS programs will always have first dibs on building use. Contract to be voted on at next BoT meeting.

**Monument Sign** - install prior to 9/1/16. We have electrician to install wiring out to the new sign. Sign Tec is also going to give us a bid on Campus directional/room signs.

**Plants** - Per Annie Kempees, we're having a big problem with Bermuda grass. She and Taylor Lewis are looking into different ways to eradicate it. They feel they may need to use an herbicide, which could cause issues with our Green Sanctuary certification. The Succulent Garden is beautiful.

**Theatre One** - Pres Linda and Rev. Lucy plan on meeting with Theater One to discuss building use and balancing plays and rentals. We want to honor our relationship with Theatre One.

**Sculpture** - Patty has re-sized it to 5x7ft. The eyebolts currently in the wall can stay. It should still be done by Labor Day.

#### **Fund Raising Strategy Team (FRST) - Need Liaison**

No liaison. No report.

#### **Social Justice Group - Need Liaison**

### Program Council - Need Liaison

From Deirdre Downes - they welcomed new member Peggy Makie, assigned liaison duties, and welcomes 2 new groups. Per Kathy B. we have 2 new groups (Mah-Jongg and ?). They discussed the problem of not having a Friends In Deed coordinator and will discuss with Revs. Roger & Lucy how to work that group in with the new pastoral care program.

### Minister's Reports

Ministers absent.

### Board Business

**Black Live Matter** - Rev. Roger sent a letter suggesting structure for the Aug. 7 meeting. Joe & Sarah Turner (new members!) are very involved in this group and this issue. 60-70 people attended the last forum. Dennis P. says that there were strong feelings at the meeting that we need to support protesting racism and it's important that we take a stand. There were some concerns about vandalism. A number of people suggested inclusion of Standing on the Side of Love language on the banner. Kathy B. was concerned about what kind of vandalism might occur and have we considered to what we are opening ourselves up. Dennis P. says it was not a big issue at the meetings. VP Margaret stated we all seem to think it's a good idea and it's important to incorporate Standing on the Side of Love.

**Board Retreat** - August 13 from 9:00am-3:00pm at Linda Clear's home. Rev. Lucy, Linda, & Margaret will create agenda. What to do about food? Liaisons to be assigned at the retreat.

**Unsung Hero Award** - Shall we renew giving this award? Yes, give the award at October Congregational meeting. Ask Program Council for three nominees to be presented to the Board for final decision. Sec Janet will contact PC.

**Dance Concert** - VP Margaret asked about FRST and Meg's proposed dance concert. How to do it is outlined quite clearly in our Building Use Policy. Per VP Margaret, Board involvement isn't necessary. Pres Linda will contact Meg Burnett and the Music Cttee. There is a question as to if accompanist Ina Jun will be paid. Pres Linda will ask Meg.

**Employee contract** - No contribution from Endowment Trust. Pres Linda asked Treas Gordon and Denis E. to identify funding source for extra pay. It needs to be done by December. Denis E. requested an exact \$ amount.

**Next Meetings:** Executive Committee 8/11. Next Board meeting 8/25.

**Next Centerer:** VP Margaret.

Pres Linda did the closing reading.

Meeting Adjourned: 8:30pm

Respectfully Submitted,  
Janet Lopes, Board Secretary.