

Draft
UUSS Board of Trustees Meeting Minutes
June 22, 2017

Board Members Present: VP Margaret Wilcox, Secretary Janet Lopes, Carl Gardner, Dennis Pottenger, Sally White, Kathy Bernard, Denis Edgren
Board Member absent: Linda Clear, Gordon Gerwig(at GA), Erik Jensen
Staff Present: Rev. Lucy Bunch
Staff absent: Rev. Dr. Roger Jones(at GA)
Guest: Roger Olson (incoming Board Member)

Welcome -

In the absence of the President, Vice President Margaret Wilcox presided at the meeting which opened at 7:53 p.m. There was a late start due to the Board's gathering to watch the announcement of and celebrate the final fellowship for Rev. Lucy Bunch at GA in New Orleans.

Janet Lopes did the centering. We recited the Board covenant.

Consent Agenda

The May Minutes were approved unanimously after correcting the spelling of Roger Olson's name.

Treasurer's Report - Gordon Gerwig

There is no report this month due the absence of the Bookkeeper and the Treasurer.

Long Range Planning - Margaret Wilcox

The group met a couple of weeks ago and are moving forward rapidly and establishing processes. They will start a Communication Campaign to inform the congregation by putting out a survey this September. They have decided that we require a consultant to help us in the process and Shannon Williams has put together a Scope of Work to give to them. They are planning a Cong. Strategic Planning Retreat for Oct. 28 from 10-3. In November and January they will do "listening sessions" with smaller groups at church to further refine information from the retreat. The consultant will then prepare a paper for the Board. They think we should hire a consultant this July or August. Hopefully there will be a sermon or pulpit announcement at the kick off of this process sometime in September. The goal is to have a vote on the final plan at the next May Cong. meeting. They think they will need \$8-\$10K for the consultant and more money for a luncheon for the retreat. The Board will discuss in the future how this will be funded.

APMT Report - Denis Edgren

Met earlier today. Lucy informed the group that employee health insurance costs should go up by about 4-1/2% in the coming year as we expected. They are covered through Covered California.

After submitting to the County the amount of spaces at UUSS that we actually rent out, the County refunded about \$9K in property taxes. Finance Cttee will make suggestions on how it should be allocated.

We renewed our flood insurance. The basement was recently cleaned out after this years' flood. The sump pump still needs to be repaired.

We are getting estimates on creating a doorway from the Welcome Hall to the Library.

The back fence and retaining wall by the UUrthsong garden and shed is falling down and requires repair. One bid came in at \$2400.

The Back Fence Task Force has sent a report to the APMT and VP Margaret Wilcox. The suggestion is for a solid fence with no gates and is compatible with the Master Plan.

The Board will discuss at the next Board meeting.

Rental Update - Our own rentals are going well, but Event Architects are not returning phone calls or emails. Sally White will try to contact them.

Parking lot lighting will cost about \$28K. Elite Lighting is the company they've been working with. We'll have the same number of fixtures, but better lighting with more coverage.

++++ *Pres. Linda Clear called on the phone to touch base at the last meeting of her term. She is out of town on family business. She thanked everyone for all their hard work and offered her encouragement to the new Board.*++++

Patio Cover - we're still waiting on the Architect's report.

Our trees need pruning.

Window shades for the RE Bldg. will be mounted next week.

There was a question about how the APMT accounts for how much they spend. They isn't currently a mechanism for doing so. Perhaps we should amend the Capital Outlay policy so that expenditures over \$10K should be reported to the Board for approval.

APMT & Finance can make recommendations on how funds should be used. **Denis Edgren will write a policy change, bring it to the Finance Cttee for discussion, and then bring it to the next Board meeting.**

The money in the Building Fund could be used to help pay down the mortgage.

Fund Raising Strategy Team (FRST) - Kathy Bernard

They have new members: Fred Deneke, Bobbie Keill, and Tina Stedman. Karen Gunder-son has agreed to stay on, and Ginny Johnson, while resigning as Stewardship Chair, will stay as a regular member, so they are fully staffed. Linda Klein will continue to Chair the group. **MTA - approve the new members and returning members to the Fundraising Strategy Team. Motion: Sally White. Second: Janet Lopes. Unanimously approved.**

Donation Book: the group is working on the guidelines for the "Book of Generosity & Gratitude". They're also working on policies for fundraising and who can do what when.

Stewardship - Carl Gardner: They are in need of a Chair for the next campaign. Carl will talk with Ginny about suggestions for her replacement. Rev. Lucy mentioned that she had called everyone in the Congregation who upped their pledge by 10% or more. There were many people who did so this year. She's about 80% of the way through her list.

Program Council - Denis Edgren

They welcomed Roger back. The Liaisons are now reporting back the PC what they observe with the groups under their purview. They made a schedule of which members will attend the Library sessions for newcomers. Denis suggests the Board do this, too. They had a farewell to members leaving. Deirdre is concerned that they still need 2 more members. Margaret asked Deirdre to give her some suggestions for replacements. In the future, Margaret would like to have the Nominating Cttee. help with these openings, rather than the Board.

The Board will need a new liaison to PC.

Minister's Reports -

the Rev. Dr. Roger Jones - absent at UUS General Assembly in New Orleans

Rev. Lucy - See report attached. Lucy will be taking a break in the month of July. She will have some downtime, but also lead a week-long retreat in Central California. She may also attend the UU Musician's Network conference late in the month.

Board Business - VP Margaret Wilcox

- a. \$1728.10 - final amount raised through Board fundraising (short of our \$2000 goal).
- b. HP boycott issue - the UUJM posted on the website a picture that led some members to think that the Board approved a pledge about boycotting HP products, which we did not do. We only agreed to not purchase new HP products. Margaret contacted the member who complained. Margaret feels we should revisit the current endorsement policies. Perhaps we should also have occasional classes for members to show how to retrieve information from the website.
- c. Next Meetings - TBA by incoming Executive Cttee. The new Board Retreat will be on 8/19/17.

Meeting Adjourned: 9:22pm Motion to adjourn: Denis Edgren. Second: Carl Gardner
Closing words - Janet Lopes

Respectfully Submitted,
Janet Lopes, Secretary

Attachments follow: Asst. Minister Report

**Assistant Minister's Report to the Congregation
June 2017**



We're coming to the end of a busy church year. I am looking forward to time off in July – 2 weeks of vacation and 2 weeks of study leave that I didn't have a chance to take this past year.

This will be an abbreviated report as Roger and I are still transitioning. He is away at General Assembly this week.

Membership

Roger and I plan on offering the meaning of membership class when I return in August. We have about 25 people who are reading to join. I hope the meet and greet in the library after the service

is going well from your perspective and that the board is represented on Sundays. This is a great way to get newcomers connected right away. However, I have to tell you that a newcomer went to the library after service two weeks ago and no one talked to him. I will pass this along to the Program council and greeters as well. The plan is that the board, program council and greeter team all have a representative each Sunday. Please let me know if you need help or support with this program.

Social Justice

Roger and I hosted an interfaith clergy breakfast sponsored by Area Congregations Together. On the night of the board meet representative from UUSS will be present at the dedication of the Habitat for Humanity houses that we sponsored and helped build. Also, this month we are sponsoring 4 bedrooms in the expanded St Johns facility by buying bedding and other needs. We are a generous congregation. Interfaith Earth Justice hosted their first event on June 4 and have many more exciting events in the pipeline. I am recruiting members for our expanded interfaith efforts.

Small Group Ministries and Programs

Spiritual Deepening circles closed up last month and I have started recruiting facilitators for 2017-18. I encourage board members to join circles, it's a great way to deepen your spirituality and connect with others in the congregation.

Administration and Property Management

I receive many complements about Krystal. She has turned out to be a great hire. We will provide more information at the meeting in the APMT report.

I will see you in August

Rev Lucy Bunch
Assistant Minister