

UUSS BOARD OF TRUSTEES MEETING
September 28, 2017
MINUTES

Meeting convened at 7:00 pm.

Present: Margaret Wilcox, Kathy Bernard, Carl Crain, Carl Gardner, Roger Jones, Roger Olson, Victoria Owens

Excused: Sally White, Gordon Gerwig, Denis Edgren, Lucy Bunch

Guests: Members of UUJME (UUS for Justice in the Middle East)

Consent Agenda

- Denis Edgren appointed as Board Liaison to Endowment Trust
- August BOT minutes approved without comment

Governance and Leadership topic discussion omitted to give time for discussion of the HP-Free policy, which follows.

Discussion on Board approval of HP-Free policy

In January 2017 UUJME representatives met with the Board of Trustees to ask for a pledge declaring UUSS HP-free. The Board approved a motion: "UUSS will declare a 3-month moratorium on the purchase of HP products, during which time the UUJME will provide tabling and opportunities for dialogue with members of the Congregation. At the end of 3 months the Board will make a final decision." At the May 2017 Board meeting, members passed a motion "to make permanent the boycott of HP products at UUSS."

There has been concern expressed by several congregants about whether this pledge is an endorsement of the BDS movement.

The boycott of HP products is a global campaign of the BDS (Boycott, Divestment, Sanctions) movement. The BDS movement urges pressure on Israel over its occupied territories and treatment of Palestinians. HP supplies the technology used at checkpoints in the occupied territories.

UUJME has asked that they be allowed to call UUSS an HP-free congregation although that is not the wording in the Board pledge. On September 26 Rev Roger facilitated a meeting between UUJME members and those objecting to the pledge, to see if they could reach common ground. Margaret Wilcox also attended as Board President.

Discussion at the present meeting centered on what was intended by the wording approved last May. Was the intent to declare that UUSS would no longer purchase HP products for use at the church, or was it broader than that? Did the Board know that it might be aligning itself with the BDS movement, which advocates returning the Occupied Territories to the Palestinians?

Two of the five members of the 2016-17 Board who are also on the current Board and who were present at the May meeting when the pledge was voted on were in attendance tonight. They believe that the pledge meant that UUSS would no longer purchase HP supplies for its current office equipment and would not purchase HP equipment

when buying replacements. It did not go beyond that. Margaret Wilcox, Board President, affirmed that the Board will stand by the pledge to not purchase HP products for use at UUSS.

The discussion will be continued at our October Board meeting, when the other three Board members who were present in May will have an opportunity to express their intention in passing the motion.

Treasurer's report

- August 2017 report presented
 - August ended with YTD deficit of \$3,247 compared to a budgeted deficit of \$12857
 - YTD Property Use Revenue was \$4,296 less than budgeted and YTD Pledge revenue was \$18,090 more than budgeted. YTD non-pledged contributions & plate \$1,221 less than budgeted.
- August Treasurer's report is attached to the Minutes
- The Finance Committee is concerned about rental income now that Event Architects is out of business
 - Krystal has a list of committed rentals. UUSS seems to be doing fine without Event Architects
 - Finance Committee will ask Krystal for the list of committed rentals and do an analysis to see if rental income will meet projections.

Long Range Planning

- Planning going well for congregational LR Planning retreat
- Still need one room for the consultants
- Event will be multi-generational and have
 - Youth Groups
 - Children's activities
 - Child Care
- There will be a website up for the retreat after the Prom.
- Mary Howard will be coordinating the listening sessions
- Chris Gerwig will provide lunches at the retreat

Committee Substantive Issues

Program Council - Recommendation of Nancy Oprsal as Unsung Hero

- Motion by Program Council
- Second: Victoria Owens
- Passed unanimously

Fundraising Strategy Team (FRST)

- FRST was very happy to get the estimate of the amount FRST and the BOT are responsible to raise (estimate was \$5,000)

Minister Reports

- See attached Senior Minister's Report
- Endorsement of calling Doug Kraft as Emeritus Minister
 - Motion: Carl Gardner
 - Second: Carl Crain
 - Passed unanimously

- Need to select someone and ask them to make the motion at the congregational meeting.
- 150-year celebration might be apt time to raise funds for a patio cover and new parking lot lighting
 - APMT feels that we have some available money, so we should start on the parking lot lighting (safety issue) and then fundraise for a patio cover.
 - Roger will talk to FRST about a 150-year celebration fundraiser
 - Goal of \$150,000 for symmetry?
- Barbara Amberson left her pension plan death benefit to UUSS - \$6,163.

Board business

- a. "Meet Your Board" forum
 - Idea came from Governance & Leadership book
 - Method to show what the BOT is and is not
 - Way to show we want to empower committees
 - Ask for volunteers to arrange the first forum at October BOT meeting
- b. Stewardship Committee - Recruitment of committee chair still in process, with no success yet.
- c. Calling of Associate Minister
 - Lucy agrees on initiating the process
 - Have the calling of Lucy be part of the Strategic Plan (to be approved May 2018?) and then work on calling her.
 - Will congregation be confused?
 - Commitment to a second minister already by congregation when Roger was called as Family Minister
- d. Board Development Day - January 27, 2019
 - Attending:
 - Kathy Bernard
 - Carl Crain
 - Carl Gardner
 - Roger Olson
 - Margaret Wilcox
 - Roger Jones
 - Victoria Owens
 - Sally White
 - Workshop has received good reviews from previous attendees - centers around the topic of trust.

Further Discussion of HP-Free Policy

At the meeting last Tuesday, in addition to the UJME members, there were two members who fear that the BDS movement aims to take away the Jewish homeland

- Fear that it is a slippery slope: Boycott HP => Support BDS => Want to disband Israel
- Basic concern for both groups is human rights
- Do both groups want a two-state solution? Most, but maybe not everyone.
- Should the BOT be making these decisions? Isn't it a congregational responsibility?
- Previous BOT discussion was very focused on the use of products
- Resolution was only to not buy HP products

- Need to make it clearer - don't go back on previous vote, but be clear what the BOT meant when they voted.
- **Need the exact wording of the motion**

Adjournment at 9:12 pm

- Motion: Roger Olson
- Second: Carl Gardner

Action items in red

UUSS Treasurer's Report – August 2017 September 28, 2017

A. August 31, 2017 Income and Expense Statement

1 – Actual Income = \$64,198. Budgeted Income = \$54,592. Actual income was \$9,607 more than projected. Pledge income was \$12,218 more than budgeted.

YTD income = \$125,239; YTD budgeted income = \$109,183. Income is 115% of budgeted.

2 – Expenses = \$70,093. Budgeted = \$66,115. Actual expenses were \$3,978 more than projected.

Utilities were \$402 more than budgeted; YTD \$854 more than budgeted.

YTD expenses = \$126,075; YTD budgeted expenses = \$119,710. Expenses are 105% of budgeted.

3 –Net Income = negative \$7,103. Budgeted net income was negative \$12,554.

YTD Property Use Revenue was \$4,296 less than budgeted and YTD Pledge revenue was \$18,090 more than budgeted. YTD non-pledged contributions & plate \$1,221 less than budgeted.

4 – Fiscal YTD: UUSS has a deficit of \$3,247; budget projection of a \$12,587 deficit.

B. Budget Highlights and Concerns:

- Cash flow (ability to pay bills) issue is not a concern at this time, as the operating account has \$123,934—we are budgeted to spend an average of \$58,408 each month.

C. **Pledge Income Report:** August receipts = \$54,276; Budget = \$42,058.

YTD pledge receipts = **\$102,206**; YTD budget = **\$84,117**. Pledge receipts are 122% of budgeted.

D. Finance Committee Update:

Finance Committee received financial reports via email on September 8th.

E. August 31, 2017 **Balance Sheet** (Total Assets: \$736,559, -\$16,192).

Oper. Fund (01): \$123,934, – \$9,281 (Reserve Fund \$55,742; cur. liabilities \$33,683, –\$2,261; Cash Flow Reserves \$34,342, –\$4,650).

Temp. Restricted Fund (02): \$39,609 (Betty Ch'maj, \$34,307).

Endowment Trust (03): \$398,164, +\$310,663. Loan was added as both an asset and liability.

Property and Equipment Fund (04): \$129,969 (Capital Outlay \$72,531; Heritage Fund \$57,438).

Building Fund (05): \$44,884 (Building Fund \$39,828 –\$1,379; Cap Campaign Support Fund \$5,056).

Five Star Bank loan: \$507,290 –\$1,208 (\$3,433/mo. & \$41,200/year; currently at 5.25% principal & interest). Rate will adjust to Prime + 2% in November 2020.

Endowment Trust loan: \$310,740 (\$777/quarter and \$3,107/year; 1% interest-only).

F. Miscellaneous/standing items:

1. Finance Committee met on September 20th and reviewed the August 2017 numbers.
2. Concern over loss of Event Architects—need list of upcoming rentals to assess impact.
3. A number of changes/suggestions to the Financial Statements:
 - a. For each line item on the Income and Expense statement show percent of total income or percent of total expenses to catch outliers.
 - b. Eliminate Fund 5—move Cap Campaign Support Fund to Temp Restricted, move Building Fund to Property and Equipment, move the Heritage Fund to Temporarily Restricted.
 - c. We are likely to have an intern again—what about an “Intern Fund” on the Balance Sheet?
4. Balance sheet reviewed for initial funding (“seed money”) of parking lot lighting (\$60,000, Heritage Fund) and patio cover (\$120,000, Building Fund).

Senior Minister's Report to the Board of Trustees
Board Meeting of September 28, 2017

Unitarian Universalist Society of Sacramento
Celebrating 150 Years in Sacramento in 2018

Long-range Planning Session October 28—Force for the Future

I'm excited by the committee's work and by the talent and enthusiasm that our Pacific Western Region UUA staff leaders will bring (Rev. Sarah Schurr and Rev. Tandi Rogers). I think it will be good to have a registration table a few Sundays in October, as not everyone will be comfortable to register online, and it is good to give members a lay leader to talk with about their concerns or enthusiasm. Consider if you might help in recruiting attendees. On September 17, I gave a sermon to launch the conversations.

Social Action

Rev. Lucy convened a quarterly meeting of all the lay leaders of our social action ministries—direct service, education, and justice advocacy. It was a lively meeting. We explained which minister would be liaison to which of the committees or ministry groups. Sandra Navarro wrote excellent minutes of the session, if you are curious. All three of the Program Council members who are liaisons to one or more social action groups were present and engaged. I (Roger) have met with Refugee Support Team, hosted and schmoozed with Family Promise guests and volunteer hosts, and facilitated a conversation among some Jewish UUSS members and UUSS members who are part of UUs for Justice in the Middle East.

I recruited at least one member, Don Thornberry, to go on an immersion trip at the Arizona/Mexico Border with the UU College of Social Justice. Lucy and I are planning a service on Beloved Conversations, a UU series on racism; some UUSS alums from the series will speak at it on October 15. Karen Gunderson, Susan Lange and I attended an area fundraiser for the UU Justice Ministry of California.

**UUSS Interfaith Earth Justice* is hosting a MAJOR community panel discussion after church October 8, with Muslim, Christian, Jewish, Buddhist and other faith leaders giving their own traditions' theological and ethical perspectives on climate change crisis. The UU faith leader will be the Rev. Lucy Bunch!

Denominational and Interfaith Involvement

Along with RE Coordinator Miranda Massa and RE leader Alecia Sanchez, I will attend the Pot of Gold RE conference this Saturday in Oakland. We will bring back with us a young Transylvanian Unitarian minister, Rev. Emese Bodor. She teaches religion in a Unitarian high school in Transylvania. I have a Long-Range meeting after church, so Professor Keith Atwater will facilitate a forum with her.

I had coffee with the senior pastor of St. John's Lutheran. He told me how they had observed and made good use of their sesquicentennial year. (I had attended services there during part of my sabbatical.) Without a consultant, they used the energy to pay off their mortgage loan and to fund new stained glass windows and had a BBQ celebration party for their 150 years. The bishop came to bless the windows.

Fund Raising for Parking Lot and Patio Awning Cover

I think we should take advantage of the sesquicentennial to raise funds for new lighting and wiring for the main parking lot, a large awning to enable us to use the patio in hot sun and in the rainy months, and perhaps even a new, permeable parking lot. Goal \$150,000 to \$175, 000. This is the opposite opinion I had in the Fund Raising Strategy Team meeting. Our anniversary presents an opportunity!

Associate Minister Calling Process

It is my impression that Rev. Lucy is open to waiting for the congregation to start its discernment on calling her until the coming church year, particularly if it might cause confusion in conversations for the Long-Range Planning process. In any case, I think it is an important step in our life as a congregation to make this commitment to a minister who has accomplished so much with the congregation members—including growth in membership! In addition, she would be the first full-time settled woman minister at UUSS in 150 years of existence. If we do not have a vote this church year, I hope that the Board can still look at the UUA guidelines for ministerial positions for a church of our size. I hope the Board will lead the congregation in a multi-year plan for fair compensation.

Appreciation of Staff

Our Music, Facility and Office staff members are working at a high level of responsiveness and efficiency. It appears they enjoy working together and that they value the mentorship and encouragement provided by Rev. Lucy. Krystal in particular is providing great support to our members and staff. Going into Rev. Lucy's 5th year, I am grateful to be working with her as this congregation grows in vitality and generosity. I also am impressed with Miranda's continued engagement with numerous RE volunteers, parents/grandparents/guardians, and kids and youth—the pool of RE people changes yearly. By the way: Lucy just turned 60. Our Music Director, Keith, turns 60 a week from today.

Minister Emeritus Vote

I hope the Board can give an enthusiastic recommendation on this ballot item for October 22. Doug and I will meet with the Rev. Dr. Gretchen Woods October 6; she will facilitate the development of a collegial covenant between us as settled minister and minister emeritus. At my request, Coleen Schlaepfer will facilitate a conversation about this at a forum after church on October 15. (Always good to avoid having surprises or long discussions at a Congregational Business Meeting by having a forum in advance.) Among others, Jeff Voeller will speak about Doug's ministry. See my October Unigram article. It would be great to have at least one Trustee present for this forum to hear the members' comments.

Ministerial Whereabouts

Both Lucy's contract and my letter of agreement provide four weeks of clergy study leave per year and four weeks of vacation, which we use judiciously (if not always completely...). We space absences out, and we stay in touch by email while on study leave. Also we have a day off per week but sometimes we can't avoid working then (such as when one minister is on sabbatical leave). Oct. 17-19, Lucy and I will be at the meeting of this area's UU Ministers' Association; she is on the Executive Committee. Oct. 23-26, Rev. Lucy will travel to Indianapolis for a clergy leaders' training by PICO, the congregation-based community organizing network of which Sacramento ACT (Area Congregations Together) is a member.

Yours in service, Roger Jones