

UUSS BOARD OF TRUSTEES MEETING

September 27, 2018 7:00 - 8:45 pm

MINUTES

Board Members Present: Margaret Wilcox, Denis Edgren, Sally White, Kathy Bernard, Carl Crain, Joseph Turner, Roger Olson

Board Members Absent: David Harlow, Victoria Owens

Staff Present: Roger Jones, Lucy Bunch

No guests in attendance

1. Meeting convened at 7:00pm by President Margaret Wilcox.
2. Chalice Lighting and Centering - Rev. Dr. Roger Jones, Carl Crain
3. Consent Agenda - No changes or issues
 - a. August minutes approved without comment
 - b. USS Bylaws update - Roger Olson asked that we acknowledge Jim Eastman for his work on the bylaws. Roger agreed to take on this action.
4. Treasurer's report: Denis Edgren presented the report on behalf of Victoria Owens
 - a. Denis outlined the new format of the report.
 - b. August Income: Actual \$65,404 Budgeted \$57,250 August income was \$8,154 above projections. Pledge Income was \$10,542 above budget. Plate Offerings and Other Contributions combined were under budget by \$332. Property Use income was \$1,638 below budget.
 - c. Year to Date Income: Actual - \$126,074 Budgeted - \$114,499
 - d. Year to Date Expenses: Actual - \$131,160 Budgeted - \$124,202
 - e. Discussion regarding the details ensued. The details of the report are in the Treasurer's report posted in the drop box.
5. Committee Substantive Issues: Committee Liaisons
 - a. FRST: Kathy Bernard -
 - i. Kathy presented the changes in Roles and Responsibilities made by the team. After discussion it was recognized that additional changes need to be completed before the Board can approve the document. Kathy will take the suggested changes to FRST for agreement before presenting to the Board for approval.
 - ii. John Abbott has accepted responsibility for nominating members for FRST. He has already begun that task.
 - b. APMC: Roger Olson -

- i. There is a new sub-committee working on the grasshopper issue. Marion Randall has taken a leadership role and there was immediate action/leadership.
- ii. Rental income, we anticipate bringing in \$6K/month for October and November. Our contact is reaching out to corporations as well as wedding planners.
- iii. Roger reported that the Program Council was very happy to see their liaison at their meeting.

6. Minister Reports:

- a. Dr. Rev. Roger Jones: Preparing for the Pot of Gold District wide conference being held here on Saturday, September 29.
 - i. Family Ministry team is off and running with events planned for most months.
 - ii. Rev. Martha Hodges is doing some great work with Christine Lewis meeting those who cannot get to church. The team is now comprised of about a dozen congregants.
 - iii. 150th anniversary celebration the presentation given by Nathan Hallam, Ph.D., was received very well.
 - iv. This Sunday Susan Frederick-Grey is coming back to give a sermon and we will be collecting donations for the 150th anniversary. A call was made for the BOT members to be behind the table on Sunday. The patio design is with the planning department.
 - v. Theatre One cancelled a play that has been re-scheduled for January.
- b. Rev. Lucy Bunch: She will be taking a leave beginning in January. She is hoping to go to Thailand, working on a book project, and landscape her home.
 - i. ACT: On October 20th, they will be holding a meeting to recruit volunteers to walk the Arden Arcade area, combining voter outreach and a canvassing of what are your issues?

7. Board Business:

- a. Chalice Lighter Program: Margaret asked Roger to provide an overview of the program. It's a program that selects a beneficiary of the call. Each of these beneficiaries donates a certain amount of money with each call. The program has not been really active with this program. There is currently a call. UUSS has received grants from the funds for lighting and sound system totaling about \$15K. There is currently no one to champion the program at UUSS. Lucy reported that there are other programs that might take the focus away from the Chalice Lighters, with a more national focus. Margaret highlighted the need for an Ambassador to lead this program.

- b. Sexually Safer Policy: The last forum had three folks outside of the Board who attended and participated in a lively discussion.
 - i. The question raised was how well is the staff informed of this policy and other important policies. Rev. Roger committed to having this be part of the upcoming staff meeting.
 - ii. Miranda needs to be well informed to make certain it is utilized in Religious Education.
 - iii. Margaret mentioned that this needs to be part of the strategic planning discussions surrounding infrastructure.
 - iv. These types of policies should be part of the New Member Orientation
 - c. Other policies: Roger brought up the questions presented by the Greeters as to how they should respond to different situations. (Disruptive behavior, Active Shooter, Building Security is other policies needing attention).
 - i. Fire, medical emergency, break-ins, suicides, floods, etc.: how do we respond?
 - ii. Roger Olson has agreed to take on the lead to establish teams to develop policies regarding congregational security.
 - d. Strategic Planning: Margaret raised the interest in having a Board member on teams developing the goals/action plans. **November 17th** will be a congregation planning session, and it is hoped that many Board members will be in attendance. She reviewed the three stated goals/objectives, suggested Board members attend the October sessions (10/14 & 10/28 right after service) and asked for volunteers for specific goals:
 - i. Goal 1: Denis Edgren
 - ii. Goal 2: Carl Crain
 - iii. Goal 3: Sally White
8. Soup Sunday: The Board has been asked to participate on 1/6, 1/13, 2/3, or 2/10. After individual review of calendars it was determined to be January 13th.

Volunteers: Carl Crain, Kathy Bernard, Joseph Turner, Roger Olson.

9. Next meetings:
- a. Executive Committee: 11/20/18
 - ii. Board Meeting: 11/15/18 in the Library
12/20/18 in the Fahs Room
10. Congregational Meeting: Sally Reviewed the proposed agenda: October 12 is the deadline for the nominations. We currently have three nominations plus the current agencies receiving donations. Family Ministry will be an agenda item presented by Alicia Sanchez. Endowment Report: Does Fred do this? Sally will confirm with Fred on who will be giving this presentation. Sally will

touch bases with Janet Lopes, Gordon Gerwig, and Victoria Owens to determine logistics. Sally has connected with Krystol on the blue sheet and the logistics for the meeting, and will re-connect to ensure all information has been received. Sally needs to make it known that someone needs to speak on the current agencies. Create the ballot with the sign-up sheet for interested folks to sign up to speak. Sally to ask Janet Lopes for input on how she organized the speakers.

11. Closing: Rev. Dr. Roger Jones

Adjournment - Margaret adjourned the meeting with no objections at 8:45 p.m.

Respectfully submitted,
Sally White, Secretary