



Winter Congregational Meeting Minutes  
Unitarian Universalist Congregation of Santa Rosa  
16 February 2014

**Quorum Count** – Jeanie Bates, Board of Trustees (BOT) President confirmed that in excess of 20% of members were present, constituting a quorum.

**Meeting called to order** at 9:01 a.m. by Jeanie Bates

**BOT Members Present** -- Susan Bartholome, Jeanie Bates (President), Lois Bell, Joe Como, John Farison, Laura Jean Hagemen (Vice President), Alan Proulx, Linda Stabler, Cathie Wiese, Marge Wright

**Opening Words** by Intern Minister, Bryan Plude: We Light This Chalice, a selection from “The Light That Leads Us On” by Vernon Barnett

**Parliamentarian & Recorder** – Ellen Skagerberg and Terry Graham were appointed meeting parliamentarian and recorder, respectively.

**Agenda Review** – No changes, additions or deletions

**Approval of Minutes** – The minutes of the 13 October 2013 Fall Congregational Meeting were approved without modification.

**Treasurer’s Report** – Linda Balabanian, Treasurer and chair of Financial Stewardship (FinStew) gave an overview of the first 6-months of fiscal 2013/14. Thus far, FY13/14 has been a good year. Pledge revenue is over budget at 60% of total expected for the year; primarily due to early payments by some members prior to calendar yearend. Glaser Center net Income is slightly under budget. The Sunday basket and donations is under budget. Fundraising revenue is on target. Expenses are under budget. Employee expenses are down and other expenses are on target. Expenses for Rev. Chris’ sabbatical are fully funded from reserves. Several building projects were accomplished but significant building repairs are forecast for the latter half of the year. The building systems replacement fund will provide some funds but significant expenses from current operations will be needed to fund the electrical panel project. FinStew is cautiously optimistic that funding will be available. Bids are being solicited for the social hall noise reduction project. Growth and member generosity provide over-budget revenues, helping to fund our dreams and cover unusual expenses. The FY14/15 pledge drive kicks off next weekend. A pledge increase of 5% assumption is in the FY14/15 draft budget but building upgrades are not in that budget.

**Presentation of the Draft Budget** -- Kirsten Olney, Budget Task Force (BTF) chair and representative of FinStew listed the BTF members: Joann Cleckner, Human Resources (HR); Linda Balabanian, Treasurer; Laura Jean Hageman, BOT; Mary Louise Jaffrey; Janis Brewster, staff accountant. Dues for UUA/PCD/NBOP and Regional Assembly are based upon 335 congregational members. The draft budget includes website development, a 10-year anniversary celebration and revival expenses, increased utility and supplies expenditures, and increases for Spanish and large print hymnals, and increases in youth group supplies and office copy machine usage. The deficit draft budget shows a net income of negative \$1,683.

**Nomination Committee** – Bob Barrows, Nominating Committee chair, presented the nominations for BOT: Susan Bartholome for a second 2-year term and new members, each for a 2-year term, Marilyn Beckerbauer, Pam Tennant and J.D. Thompson. With 4 departing members, the BOT will consist of 9 members. A motion and second from the floor to accept the BOT nominees was followed by a unanimous “yea” vote. No nominees were put forward for the District Assembly (DA) in April or for the General Assembly (GA) in June. An invitation for volunteers/nominees was expressed. Ellen Skagerberg explained that the BOT has the authority to approve additional attendees. Responses from the floor included concern that the congregation is not adequately engaged with GA and DA (BOT will investigate) and questions regarding the number of delegates typically attending (5 to 12) and financial support available for those attending (financial support may be available).

**Advocates for Social Justice (A4SJ)** – Mary Louise Jaffrey presented additional wording to be included in the A4SJ charter (italicized verbiage added):

“III. Purpose

The A4SJ shall be responsible for the social action activities of the Congregation including selection and promotion of projects and maintenance of funds to support projects. *Advocates for Social Justice will serve as an umbrella for internal working groups of UUs working on social justice issues ...*

... as long as one (1) member of that group attends our monthly meetings to report on the group's activities and the group agrees to our established guidelines. The steering committee speaks for the A4SJ in choosing whether or not to actively support ...." Promotion of current projects included the annual scholarship, Catholic Charities Fridays and the Saturday Breakfast. The A4SJ meets the first Monday of each month.

#### **BOT Reports**

Community Support & Communication -- Susan Bartholome thanked fellow team members: Jeanie Bates, Lois Bell, Cathie Wiese and Marge Wright. Current initiatives were discussed including "Talk to a Board Member" Table, BOT/Committee Liaisons, Activities Fair scheduled for April 27 and study of governance models.

Financial – Alan Proulx thanked fellow team members Laura Jean Hageman and Linda Stabler. The Facilities and Financial BOT Groups have joined forces to work together on overlapping responsibilities. For FY13/14, those areas included evaluating best options and scenarios, preparing for the unexpected, prioritizing funding objectives and promoting collaborative financial decisions. Current research areas include facilities, fundraising, charitable giving, cost saving programs and initiatives and personnel. Linda Stabler discussed staff salary and benefits, job description updates, benefits and review of UUA standards.

Infrastructure -- John Farison thanked his group co-worker, Joe Como. The Infrastructure group accomplishments included ongoing facility maintenance items: the lighting efficiency improvements, the LED lights and T12 to T8 conversions, the On-Bill-Financing loan approval as well as blinds for RE wing and new storage area fencing. Work in process includes the electrical panel replacement and the noise reduction in the social hall and improving microphones. Ongoing infrastructure planning joint efforts are being conducted by the BOT, FinStew and the Operations team which include identifying needs and growth scenarios, the criteria and priorities for improvements and matching facilities with needs. In answer to floor queries, John explained that John Jaffray has applied tar to remedy ceiling leaks, that upgrade of the second floor is not economically feasible, and that an additional meter for the Islamic Society renters will facilitate billing.

**Appreciations** – Cathie Weise presented appreciation awards to Gail Alford, Jenny Harriman, John Jaffray and Eric Skagerberg .

**Open Forum** – Support was urged for the Youth Group Habitat for Humanity project, thanks expressed to FinStew for their reports, appreciation expressed for the updated phone listing, thanks expressed for the delicious pre-meeting breakfast provided by the Kate Trieller & Kitty Wells led TIE group, thank you expressed to the Sabbatical committee for recruiting Reverend Kathy Huff and appreciation was expressed for Erin Howseman and Eric Skagerberg for the meeting overhead projection.

**Closing Words** – Bryan Plude reading of "What we call a beginning..." from T. S. Eliot

**Meeting Adjourned** by Jeanie Bates at 10:37 a.m.

Respectfully submitted -- Terry Graham