



Board of Trustees Meeting Minutes

Unitarian Universalist Congregation of Santa Rosa

21 April 2011

Meeting Called to Order at 6:00 p.m. by Board President Andrew Hidas

Members Present: Bob Barrows, Ann Chambers, Bonnie Daines (Co-Treasurer), John Farison, Laura Jean Hageman (Co-Treasurer and President-Elect), Phyllis Heagney, Andrew Hidas, Mary Louise Jaffray (Vice President), Lois Nagle, Cathie Wiese (Secretary), Craig Work

Non-members Present: Chris Bell (Minister), Terry Graham (Recording Secretary), Betty Miller, Rose Saint John (Financial Stewardship Council [FSC] rep)

Opening Words: Chris - Reading of "Liberation is Costly," Desmond Tutu

Minutes of 17 March 2010 were approved as corrected and annotated¹.

Open Mic:

(1)Chris announced that Cathy Read, chair of the Committee on Shared Ministry (CSM), had nominated John Chenoweth and Mary Lil Lee as candidate members of that Committee. John and Mary Lil were unanimously (11-0) accepted as members via show of hands.

(2)Rose Saint John, representing FSC, presented a copy of an e-mail of 17 December 2010 to Andrew and members of the FSC declaring her lack of understanding concerning the BOT policy regarding the separate bank account requirements of the Emergency Fund and requesting clarification of that policy. Discussion dealt with the interpretations of that requirement. As discussion proceeded without resolution, Andrew cited time constraints of the agenda in tabling the issue, requesting it be taken up again as an agenda item at the 5 May meeting.

Annual Pledge Drive Update

Bob and Laura Jean reported that 215 pledges have been received, totaling \$372K, approximately \$15K greater than 2010-11. The drive is largely concluded although there remain a handful of members still needing to finalize pledges.

Treasurer's Report

Laura Jean provided a brief overview of the current fiscal year: outlook is generally on target, with some favorable events (lowered property tax, unexpected gifts) raising the possibility of a small surplus at the fiscal year's end accounting.

Laura Jean then provided extensive details regarding the budgeting status and process as developed by the Budgeting Task Force (BTF). Revenue and expense comparisons of the 2010-11 and 2011-12 were delineated in four categories: pledges, donations, fundraising and interest. The budget process was outlined with specific tasks listed to be performed at the April & two May BOT meetings. Assignments to BOT members to review with committee/council leaders regarding their respective 2011-12 budget revenue and/or expense requests are: (1) Commitments - Dues, Lois & Phyllis, (2) Commitments - Reserves, Mary Louise & Bonnie, (3) Staff Compensation, Laura Jean & Ann, (4) Computers, Andrew & Craig, (5) Buildings & Grounds, John & Bob, (6) Programs, Cathie & Mary Louise. At the 5 May BOT meeting, each BOT pair will present detailed budget requests from their area of focus. BOT will then prioritize and establish possible scenarios under which a balanced budget can be achieved. At the 19 May BOT meeting, the Board will finalize their 2011-12 budget proposal to be presented at the June congregational meeting. The challenge is to resolve the approximately \$40K revenue shortfall vis-à-vis the "goal budget."

And last, an 18 April 2011 draft of the UUCSR FSC Organizational Charter was distributed for further review to be addressed at the 16 June BOT meeting.

Governance/Councils

Discussion on the evolution and current status of our governance structure touched upon the following:

- ? The history and development of the current system was outlined.
- ? Is rethinking/restructuring of the system required?
- ? Problems of execution have been experienced.
- ? There is a perceived general lack of communication between the Councils/Committees and the Board.
- ? FSC has successfully broadened its engagement and self-identity.

- ? FSC's relationship with and authority relative to BOT requires further clarification.
- ? BOT is not receiving Council meeting minutes, which would be helpful in enhancing communication and dialogue.
- ? What are the specific responsibilities of the BOT/Council liaison officers?
- ? BOT meeting agendas should regularly include liaison reports.
- ? The current system seems weighted down to varying degrees by ill-defined responsibilities and authorities.
- ? There exists no command media defining the system.
- ? BOT should establish goals and set limits, establish guidelines to empower the "doers."
- ? How is the drafting of the new bylaws currently in process addressing this issue?

Goal Status Report - RE Task Force
No report.

Goal Status Report - New Member Contacts
Members reported successfully executing contacts. Related suggestion from the 17 March meeting: Mary Louise suggested that a feedback report from the BOT members would be appropriate.

Goal Status Report - New Bylaws Report
Craig reported that the bylaws are expected to be drafted by fall.

Goal Status Report - Youth Group Interaction
Mary Louise repeated that Deborah Mason intends to address the issue with the Youth Group members.

Goal Status Report - Board Transparency
Processes ongoing.

Maintenance Planning
John reported that a detailed capital inventory is being constructed. He queried as to whether applicable insurance covers depreciated value or replacement value. Also, several options for lighting fixture upgrades to increase efficiency are being defined.

Concluding Remarks/Concerns
Betty Miller suggested that "Friends House," a continuing care retirement community where various UUCSR members reside, perhaps

be considered as a “share the basket” candidate, given reported financial difficulties there.

Meeting Adjourned: 8:35 p.m.

Respectfully submitted,

Terry Graham