



# Board of Trustees Meeting Minutes

## Unitarian Universalist Congregation of Santa Rosa

19 May 2011

Meeting Called to Order at 6:05 p.m. by 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 Jeffray (Vice President), Lois Nagle, Cathie Wiese (Secretary), Craig Work

Non-members Present: Chris Bell (Minister), Terry Graham (Recording Secretary), Betty Miller, Allan Proulx, Rose Saint John, Ellen Skagerberg, Linda Stabler

Opening Words: Chris - Readings addressing leadership and governance

Open Mic:

- (1) Ellen conveyed Carolyn McLeese's request for support of funding for the small group conference workshop in the 2011-12 budget.
- (2) Chris distributed the quarterly Minister's report to the Board.

Goals Review

- (1) Bylaws: Cathie reported that the bylaws are being actively rewritten and edited. Each section is being focused upon individually with attention to eliminating procedures while retaining policy with an eye toward minimizing the need for frequent changes in the future.
- (2) Youth Group: Mary Louise reported that Deborah Mason had met with youth group representatives at UUA and exchanged ideas regarding congregations which currently have youth representation/liason with their respective Board of Trustees.
- (3) Web Site: Andrew and Chris reported that a web site enhancement group is to meet next week.
- (4) One-on-One Meetings: Andrew requested that all assigned meetings be completed before the end of the fiscal year (June 30)

Treasurer's Report & 2011-12 Budget Discussion

Laura Jean reported that both the Congregation and Glaser Center operation are expected to finish very close to budget, with a likelihood of some surplus.



Rose Saint John addressed the potential “windfall” surplus that may occur for fiscal year 2010-11 in the UUCSR budget. She estimated it to be somewhere in the range of \$4,000 to \$12,000, with the final number not known until the books close on the fiscal year sometime in August.

Laura Jean provided a revision to the revenue and expense estimates that had been previously discussed following from the 5 May 2011 Budget BOT meeting. Every aspect of the revised estimates was subsequently discussed while balancing puts and takes to achieve a balanced budget. Given the uncertainty of the surplus and the many pressing needs that will easily absorb our higher pledge revenue this year, the Board discussed a budget proposal that would be balanced by committing to paying in full the first three quarters of our dues obligations to UUA, PCD, and the North Bay Sponsoring Committee. The hope and expectation is that as final surplus figures are revealed over the summer, the new Board can convene to formulate an amended budget that can consider a commitment to paying 4<sup>th</sup> quarter dues to the above named organizations, along with various other items not included in the current balanced budget.

Cathie moved that the resultant balanced budget as amended and noted by Laura Jean be adopted. Bob seconded. Motion passed 11-0 by a show of hands.

#### Congregational Meeting

The Board is intent upon conveying the importance of adopting the balanced budget to be presented at the meeting. The budget is the result of a deliberate process that solicited input from every member of congregational councils, committees and the board, all of whom made very difficult decisions in achieving a fiscally responsible budget.

Meeting assignments were made for the conduct of the 12 June congregational meeting.

Final BOT meeting of the fiscal year is 16 June and will include the four new Board members.

Meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Terry Graham  
Recording Secretary