



Board of Trustees Meeting Minutes
Unitarian Universalist Congregation of Santa Rosa
16 April 2015

Members Present — Susan Bartholome (Vice President), Jeanie Bates (President), Marilyn Beckerbauer, Joe Como, Linda Stabler, Pamela Tennant, Marge Wright

Members Not Present — Alan Proulx

Quorum – Minimum six member quorum requirement met

Non-Members Present — Linda Balabanian (Treasurer), Reverend Chris Bell, Sibyl Day (Corporate Secretary), Terry Graham (Recording Secretary), Bill Haigwood, John Jaffray, Gretchen Vap

Meeting called to order at 6:33 p.m. by Board of Trustees (BOT) President, Jeanie Bates

Opening Words & Chalice Lighting — Reading by Reverend Chris: “Talking to Myself”

Timekeeper Volunteer – Sibyl Day

Agenda Review — No changes

Minutes Review -- Minutes approved as amended

Open Mic — (1) John Jaffrey reported that the Operations Team received a security presentation of available systems from Bay Alarm. The Team requested a proposal comparing a key card versus a key pad system. Under consideration is a system that would notify selected individuals. They are also looking at a feature employing a camera monitor of the front door combined with voice exchange between the visitor and the office. On a second note, John mentioned that the Sunday Morning Hospitality Policy is being developed. (2) UUCSR will have seven delegates at DA this Saturday. Pam moved and Marge seconded motion that John Jaffray be designated a delegate. Motion passed unanimously, 7-0-0. (3) Jeanie mentioned that at a pre-meeting of existing and new Board of Trustees (BOT) members tonight, Susan Bartholome was elected President of next year’s Board, Bill Haigwood was elected Vice-President, and Gretchen Vap was elected Corporate Secretary.

Treasurer’s Report — Linda Balabanian, Treasurer – The year-to-date July – March (9 months) financial report:

Pledge Revenue through March is slightly ahead of budget, with the over-budget amount continuing to diminish.

Sunday Basket is \$2.6K over budget; the same amount ahead since December. The over-budget amount built-up in the 1st 6-months has remained constant since the weekly share-the-basket policy has been in effect. Donations are 35% under budget.

Glaser Center (GC) rental revenue was \$2K over budget for March and \$4K over budget for the 9-months. Booked rentals for the last quarter are \$5K over budget. Donations are \$1K over budget. GC net income is \$4.4K over budget through March.

Expenses—Total expenses are \$11K under budget but primarily due to timing.

Net income is \$22K, \$35K over budget.

Cash is adequate for normal operations.

Endowment Distribution – BOT has not made a request of a distribution from the Endowment Committee for next year.

Pledge Drive Update – There are still about 85 pledge cards that have not been returned. The \$436K goal is likely. For those pledges that have been received, there has been a 10%, \$66K, increase.

FY15/16 Budget Update –Updating the FY15/16 budget, Terry provided a list of budget differences from this year, FY14/15, a list of FY15/16 changes that the Budget Task Force has compiled since the draft budget was presented at the February Winter Congregational Meeting, and a list of potential decisions that BOT may consider prior to the May BOT meeting. Bottom line is that the pledge forecast is that we will achieve the 6% increases in pledges and the budget to be presented to BOT in May is expected to be similar to the February draft budget.

Glaser Center (GC) Report – (1) At the time of minutes review in this meeting, Joe contested the draft April BOT minutes; maintaining that BOT had decided that Board approval of fundraisers was not required. The minutes were amended to that effect. (2) An amended “UUCSR Glaser Center Committee Organizational Charter & Vision Statement” was presented. The amended document specifically added fundraisers as an additional item to be reported in the GC monthly report. A motion by Marge to accept the charter and vision statement was seconded by Pam and passed unanimously, 7-0-0.

Goal Groups — Facilities/Infrastructure – Pam and Joe deferred to the Vision Group discussion. **Community Support & Communication** –Marge reported that (1) The All Congregation Activities Fair is Sunday, 19 April. Twenty-seven organizations will be represented. (2) The CPR/AED training of the Saturday Breakfast staff is complete. There are 3 certified and 35 non-certified individuals. Future plans may include a Heart Association certified class in addition to additional non-certified classes. Gretchen indicated that there are individuals like her that do not want to be defibrillated. Susan will speak with Bob Anderson re how to start the conversation about this issue. (3) A new signup sheet was distributed for volunteers at the “Talk to a Board Member” table for upcoming Sundays. **Vision Project** –(1) Linda S. spoke regarding a potential monthly pot luck lunch after Sunday service as an intergenerational activity. May revolve around childhood hunger & include families from outside the congregation. Deborah Mason is spearheading. (2) Reverend Chris expressed concern that we haven’t developed a method of prioritization for numerous compiled items. Highly regarded items include kitchen improvements as well as social hall noise reduction and the related courtyard improvement. This plays into the future endowment distribution requests and into the annual budgeting process. Jeanie suggested it be an item for the summer BOT retreat and that BOT needs to provide a “real guide” for future Boards. (3) The pending endowment distribution naturally grew from the prioritization discussion. Numerous suggestions instigated expressions of relative pros and cons. Finally, Jeanie posited that the \$7.8K BOT endowment request be directed toward “courtyard improvements”. Pam moved and Susan seconded the motion that Jeanie take the request for courtyard improvements to the Endowment Committee; motion passed unanimously, 7-0-0.

Minister’s Report – Reverend Chris report included a review of (1) the Easter weekend services, including Maundy Thursday and Good Friday, (2) his Stewardship sermon and (3) a tour of the building which is for sale next door.

Building Next Door Committee Report -- Pam and Chris led a discussion of specific aspects of the building acquisition and remodel efforts required and a general discussion of project feasibility. The committee concluded that the increased estimated cost and its lack of congregational purpose deemed the acquisition unfeasible.

Preparation for the June Congregational Meeting – Jeanie addressed several items: (1) a proposed bylaw change of Article IX, Section 2: Add to the existing narrative, “The Covenant of Ministry shall be reviewed and renewed each year by the Minister and the Board of Trustees.” Pam moved and Marge seconded to accept the proposed bylaw change to be presented at the congregational meeting; motion passed unanimously, 7-0-0. (2) Dates were not selected for meetings in the next fiscal year. (3) Goal Groups are to submit their PowerPoint to Erin Howseman no later than May 30. (4) “Appreciation” recipients still have to be selected. (5) Resolution of providing childcare issue to be resolved.

BOT May Meeting — Meeting is moved from 21 May to 14 May to accommodate the FY15/16 budget process.

Closing Words — Pam read “I shall not pass this way again” by Etienne DeGrollet.

Meeting Adjourned at 8:57 pm

Respectfully submitted -- Terry Graham