

**Board of Trustees Meeting  
Unitarian Universalist Congregation, Santa Rosa  
June 20, 2018**

**MINUTES**

**Voting Members Present:** Natalie Brundred (President), Michael Randolph (Treasurer), Melinda Napier (Corporate Secretary), Sara Jones, John Jaffray, Gretchen Paradis, Sean Freese

**Additional Voting Members for Special Session Only:** Karen Simmons, Joe Como, Cathie Wiese

**Voting Members Absent:** Gretchen Vap (Vice President)

**Non-Members Present:** Rev. Chris Bell, Susan Thollaug

**Meeting called to order at 6:35 pm.**

**Chalice Lighting, Covenant, Opening Words:** Rev. Chris and Natalie

**SPECIAL SESSION**

**Election of 2018-2019 officers**

The officers for 2018-2019 will be: Natalie Brundred, President (continuing); Sean Freese, Vice President (new); Michael Randolph, Treasurer (continuing); Cathie Wiese, Corporate Secretary (new).

Natalie noted that she'd like a Task Force of board members to create a complete and up-to-date online repository for UUCSR's charters, policies, and procedures. Cathie Wiese and Sean agreed to take this on, with Sean providing computer-related assistance.

**August Board Meeting/Board Retreat information** – Natalie Brundred, President

The regular August Board meeting, with the newly constituted Board, will take place on Thursday, August 16<sup>th</sup>. On August 17/18, the Board will have its annual retreat at the Bodega Coast Inn & Suites. The purpose of the retreat includes visioning, creating goals for the year, getting to know each other, and forming a working body. She asked that all Board members read through the first section of the Board Member Handbook, including the Bylaws, and scan the other sections. The Board President will report back to the Congregation on outcomes from the retreat.

## **SPECIAL SESSION ADJOURNED**

**Agenda review:** The agenda was approved without modification.

**Minutes:** May minutes were approved as submitted.

### **Open Mic:**

The building's alarm system is going to be activated in early July. Peter W, John J, and Rev. Chris will be in charge of the system.

### **Treasurer's Report** - Michael Randolph, Treasurer

For the current fiscal year (2017/18) we have \$530k in revenue. There are some uncollected pledges, and Janis has sent out reminders. There are only a few.

Glaser Center revenue is at \$60k from an expected \$47k. Expenses are below what was anticipated. We'll be fine at end of year.

The reconstituted Finance Committee will meet soon for the first time in a year. About 7 people have joined, with a mix of skill levels with respect to accounting and budgeting.

The Initiative: As of June 20, the total in raised pledges is \$37k.

### **Minister's Report** - Rev. Chris

#### **Congregational Meeting Debrief** – Natalie Brundred, President

It was affirmed that the discussion included firmly held differences of opinion and points of view, and it was all conducted in a civil and respectful way. These are signs of a mature congregation: doing challenging and important things, accepting that you don't always get your way and that we don't always agree — yet, we work very well together to get things done.

The Board came to a consensus that "Town Hall" is indeed the right name for the meeting that's required under the new policy passed at the June Congregational Meeting. A Town Hall will be held at least once a year, with one likely in October. The Board floated ideas about this type of meeting, and will plan more at the board retreat.

### **Liaison reports**

The Board did an end-of-year check-in. Most of the teams are doing well. Some committees that could use some help:

- The Flower Committee needs either more volunteers or better retention.

- Glaser Center: It was noted that we need to make sure our members aren't disadvantaged.
- Communications Committee is not meeting. A few people are doing good work on their own. This underscores the need for a part-time Communications Director.
- TIE groups are looking for leaders and good service projects. More support is needed.
- New Member Engagement team will need to take several rounds of new members to get a sense of whether this approach is effective.
- Caring Connections: They are giving a lot of thought to the scope of their work, including cards, visiting, rides, food.
- Music Committee is sponsoring Nancy Hayashibara's 1-woman show on July 28.

### **Appreciation**

Natalie thanked Melinda Napier for her year's service on the Board.

### **Final Questions/Announcements**

It's been quite a year.

**Closing words:** Rev. Chris.

**Meeting adjourned:** 9:00 pm

**No Board Meeting in July.**

**Next Board Meeting: Thursday, August 16, 2018, 6:30 pm.**

*Respectfully submitted by Susan Thollaug, Recording Secretary.*