

**Board of Trustees Meeting
Unitarian Universalist Congregation, Santa Rosa
May 16, 2019**

MINUTES

Voting Members Present: Natalie Brundred (President), Sean Freese (Vice President), Michael Randolph (Treasurer), Cathie Wiese (Corporate Secretary), Joe Como, John Jaffray, Gretchen Paradis, Karen Simmons

Voting Members Absent: Gretchen Vap

Non-Board Members Present: Rev. Chris Bell, Dawn Silveira (Administrative Manager), Mike McGirr, Susan Thollaug (Recording Secretary)

Meeting called to order at 6:32 pm

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

Agenda review:

“Proposed Modifications to the DRE Contract” - This was resolved before the meeting and was deleted from the agenda.

Minutes: April minutes were approved with one typo correction.

Open Mic:

Michael requested a review of endowment fund disbursement guidelines.

Minister’s Report: Rev Chris

All the feedback Rev. Chris has received to date regarding the proposed 2019-20 budget has been positive. When Marley Fein died, UUCSR facilitated the Buddhist custom of her daughter staying with the body for three days after death. Loving rituals from the Buddhist and UU traditions were carried out as Marley’s body lay in repose in Room 545. This was a turning point for the congregation in ways that will unfold in the future.

Administrative Manager’s Report: Dawn Silveira

There are several gaps in coverage of important tasks at UUCSR that volunteers have historically done. We need more permanent solutions than to put out a request via the Focus List. Examples include:

Kitchen/Social Hour: Help is needed for set-up and clean-up of the Sunday social hour.

Office: Help is needed with communications and electronics. The Glaser Center reservations system is in serious need of overhaul. It's important that we increase rentals going forward, so this needs attention soon.

We started a discussion about volunteering. It was noted that we shouldn't expect Dawn to seek out someone to do these jobs, and that we're getting to the point where we're going to have to staff for growth. Lots of people, who are doing a number of volunteer jobs for UUCSR, are tired, and this is concerning. We've gotten bigger, and with our "corporate" size can come a feeling that "somebody else will do it." Before, when everyone knew everyone else there was more of a sense of obligation. We have a few people doing a lot of work, and no trainees. We're up front about expecting members to pledge - we have a culture of generosity - but there are *two* main responsibilities of membership: pledging, and donating your time and talent. We need to ask of members "what is it that you're going to do?"

Sunday Social Hour: Dawn has not yet found someone to hire to be the host, and the cookie cupboard has tended to be bare lately. A suggestion was made that we might consider organizing "Area Neighborhood Groups" again and have them be responsible for providing snacks on a rotating basis. Dawn may host Social Hour a few times in June (and would take some time off during the week to compensate). The Board supports cookies/snacks being available during Social Hour to young and old, one and all, until they're gone.

Dawn also asked that members search for the Glaser Center page on Facebook and "like" it.

Update on Rev. Chris' Sabbatical: The next Sabbatical team meeting will be in June.

June Congregational Meeting: Natalie

The Board reviewed the agenda, updated the status of the Board focus areas, and addressed several agenda topics, such as the proposed budget, the Endowment Fund distribution, and the proposed change to the Bylaws. The Board also determined who will be appreciated and for what.

Treasurer's Report: Michael Randolph

Status of Current Year's Budget (2018-19): As of March, we're \$33k below the budgeted target for pledges, and \$10k below Glaser income. We have

saved some money on the expense side. At this point it looks like we could have a deficit of about \$25k at the end of this fiscal year (June 30). Surpluses in the last three years have been mostly due to lower-than-expected expenses.

Next Year's Budget (2019-20)/Budget & Forums:

Paying off the member notes is the most important new element relating to this budget. The proposed budget was well-received by members attending the budget forum.

The income from the Glaser Center in next year's budget is estimated at \$74k. The Board agreed that the reservations system for rentals must be upgraded to meet that target.

We are behind on pledge revenue because several people whose annual pledges had been large have died over the last couple of years. We did gain about \$50k from the mini-pledge drive conducted in 2018, helping to close the budget gap significantly. It's not a matter of people not paying their pledges — they are quite faithfully. Michael reported that we had about \$16k in surplus last year which we'll apply to this year's deficit if needed, and we'll pull the rest from our reserves.

VOTE: The Board unanimously recommended the 2019-20 proposed budget, as submitted, be submitted for the Congregation's approval.

Talk to a Board Member – review of feedback

Some people feel that sound quality in the sanctuary is sub-par at times, making it difficult for hearing-challenged people (and sometimes others) to understand the service. Rev Chris will discuss the possibility of needing new mics with Susan Panttaja. The Board also recognized that Daniel Reid, the Chair of the Sound Team, needs more support. He's been doing sound engineering on Sundays for years — a huge contribution to UUCSR.

Liaison concerns

Endowment Committee: Reid Stinnett will term-out as chair of the Endowment Committee in December 2019. At this point, there isn't a replacement.

Final questions, review of action items, and closing words

We did some brainstorming on ways to stimulate volunteerism at UUCSR. Some ideas we came up with were to create a listing of volunteer jobs and post openings, to consider forming neighborhood groups and having house

meetings, to put stickers on nametags showing that you volunteer, and to reach out to new members and ask them to volunteer. Ellen O'Hare, who will be returning in the fall, has expressed an interest in this. In addition, the Nominations Committee is interested in leadership development, starting with new members.

Meeting adjourned at 8:36 pm.

Next Board Meeting: June 13, 2019 at 6:30 pm in the Board Room

Congregational Meeting: June 9, 2019 at 11:00 am in the Sanctuary

Respectfully submitted by Susan Thollaug, Recording Secretary