

**UUCSR Board of Trustees Meeting Minutes
October 18, 2012 – Board Room**

Chalice Lighting and Opening Words: Bryan Plude (intern minister).

Meeting Called to Order: 6:34 p.m. by board president Laura Jean Hageman.

Members Present: Susan Bartholome, Jeanie Bates, Lois Bell, John Farison, Laura Jean Hageman (president), Mary Louise Jaffray (vice president), Lois Nagle, Alan Proulx, Cathie Wiese (secretary), and Peter Wilson.

Members Not Present: Joe Como

Non-Members Present: Bryan Plude (intern minister), Sibyl Day (acting recording secretary) and Art Rosenblum (co-treasurer).

Agenda and Minutes: Minutes approved with the following changes: 1) Under HVAC Replacement, change the second sentence to: Including the cost of the crane, the cost to replace the two units was quoted at \$16,000,” 2) to the heading below Open Mic, heading changed from “Welcome to New Board Secretary” to “Welcome to New Recording Secretary.”

Update On Bryan Plude's Contract and Services Agreement: The contract has no due date; the service agreement needs to be completed by mid-November. The final draft of the agreement will be presented to the intern committee by next week, with Linda Stabler included. Although the internship is not now paid, Bryan would like information about the ability to accrue days off and sick time.

One-On-One Sharing

Open Mic: None.

Treasurers' Report: Art Rosenblum reported on the mortgage buy-back program. Letters were sent out to current note holders explaining new procedures and to other people who might be interested in the program. The Endowment Committee is not monitored by the finance committee—it is monitored by the board. The committee meets quarterly. Art will talk with Michael Randolph, the account manager, to decide what to do with recent donations totaling \$13,000. Art will try to get the committee to meet in advance of the set quarterly meeting. Members are Tom Bond, Gail Alford, Art Rosenblum, Amy Young, Bob Anderson, Ann Chambers, and Phil Harriman.

Financial Stewardship Team Charter & Vision: The change is on the second page: under Responsibilities, I (e): the introduction of the Glaser Center Committee. The Glaser Center Committee . Motion by Jeanie, seconded by Cathie, and approved to approve Financial Stewardship Team Charter & Vision (Rev. 10-2-12).

Policy/Procedure For Responding To Congregants Presentations To The Board: Determine if there is a relevant committee or task force that is charged with the issue presented. If there is not a relevant committee, it may later becomes an agenda item. Laura Jean sent out a revised version of this policy/procedure last week. Jeanie moves to adopt Laura Jean's revision, with an amendment added to give out the policy to those that show up at Open Mic, seconded by Cathie, and approved.

Reports From Board Goal-Group Conveners:

Spiritual Life: Susan Bartholome reported that they talked about developing leadership; having a pastoral helper provide training; RE and children's RE curriculum. Deborah Mason last year asked that the board members volunteer to participate in children's RE the 1st Sunday of the month. Laura Jean participated 2 Sundays ago. Rev. Chris will look into having the craft projects be a catechism about UU. Chris sent out an email and there is a schedule where board members are already assigned to children's RE.

Community—Within & Without: Alan Proulx reported that they met the Friday before the congregational meeting. They meet prior to the board meeting and members are assigned to work at their established goals.

Infrastructure: John Farison will update his spreadsheet, and develop a process for identifying what the needs are and how to address them and will have a draft to present to the board next month. The board needs to identify key stakeholders to invite to meetings with relevant committee members. Then have a larger meeting with representatives of the various groups. Laura Jean will draft up the expectations and responsibilities of the 12 governing teams and explore how and with whom they will interact. Mary Louise will figure out an approach to coordinating the emergency and obsolescence fund policies and bring it to the Financial Stewardship team. John is working to nail down the specs, the price tag, and the cost of the contract to get the HVAC replaced (including additional quotes). Laura Jean will send to John an updated draft of building security procedures and practices. Input is needed from the operations team about the goals and recommendations about what to accomplish in 2013. Solar panels are listed on the wish list but require a \$200,000 outlay. Also the “building envelope” needs to be tightened up. 2 other issues: the availability of meeting rooms available in prime times; and comparing it with the needs of Glaser Center.

Evaluation of Fall Congregational Meeting, October 7: 104 people attended; thanks to Peter Wilson for the slides and presentations; the summaries were well done; thanks to Jeanie Bates for presenting the Appreciations; and the whole meeting went very smoothly.

Evaluation Of October 14 Revival In Petaluma: Thanks to Mary Louise who did such a good job. This time there was a logistics team. Petaluma took a lot of ownership in hosting the event. Good that everything was projected on the screen—maybe a suggestion for the spiritual life group.

Preparation for Jamie McReynolds Ordination, October 28: Good for board members to attend.

Final Reflections, Questions & Appreciations: Thanks to John for his work on infrastructure. Thanks to Sibyl.

Closing Words: Cathie Wiese

Adjournment: 8:40 p.m.

Next Board Meeting: Thursday, November 15, 6:30 p.m.; light dinner by Mary Louise Jaffray at 6:00 p.m.; sharing topic by Mary Louise Jaffray; closing words by Joe Como.