



Board of Trustees Meeting Minutes  
Unitarian Universalist Congregation of Santa Rosa  
17 April 2014

**Members Present** -- Susan Bartholome, Jeanie Bates (President), Lois Bell, Joe Como, John Farison, Laura Jean Hagemen (Vice President), Alan Proulx, Linda Stabler, Cathie Wiese, Marge Wright

**Members Not Present** -- None

**Non-Members Present** -- Linda Balabanian (Treasurer), Sibyl Day (Corporate Secretary), Richard Fung (HR Committee), Terry Graham (Recording Secretary), Kirsten Olney (Budget Task Force), Brian Plude (Intern Minister), J.D. Thompson

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

**Opening Words & Chalice Lighting** – Reading by Jeanie: “Right Intention”, The Buddha

**Timekeeper Volunteer** – Sibyl Day

**Minutes of 20 February 2013 Review** -- Draft minutes corrected in situ. Minutes accepted as corrected.

**Agenda Review** –No Revisions

**Open Microphone** – Jeanie Bates -- FY14/15 BOT officers were elected at the Sunday meeting, 6 April.

**Group Goals**

**Facilities** – John Farison – The electrical panel replacement is complete; installation was monitored by John Jaffray. An appeal is being made to PG&E for recovery of approximately \$6K of the cost. The new account has been established to collect PG&E costs for the Islamic Society rental area.

**Financial** – Laura Jean Hageman – Agreement has been received from the Endowment Fund Committee to fund web site design for \$7K in FY14/15.

**Community Support & Communications** – Cathie Wiese – Preparations are in-process for the April 27 activities gathering in the courtyard.

**Power provider choice** – Joe Como -- A handout described the power choice situation. The choice is between PG&E and Sonoma Clean Power (SCP). SCP is a not-for-profit agency, independently run by Sonoma County and the participating cities: Cotati, Santa Rosa, Sebastopol, Sonoma and Windsor. If no action is taken by UUCSR, SCP becomes the UUCSR electricity provider on or about 15 May 2014. In 2014, rates are approximately 4 to 5% less than that of PG&E. Greenhouse gas emissions are claimed to be 30% less than that of PG&E. An option exists to elect the SCP EverGreen Program which is claimed to be 100% local and renewable but costs would be an estimated 20% greater than that of PG&E. A 1 February 2014 letter/handout from SCP describing the plans and t&c's accompanied Joe's summary. Joe recommended changing to the default position, changing to SCP. In researching the options, it came to light that a different rate schedule would further decrease energy costs.

Cathie motioned and Lois seconded the choice to accept the default change to SCP. The motion was modified to include direction to change UUCSR to the more advantageous rate schedule. Motion passed unanimously, 10-0.

**Funding for delegates to general, district & regional assemblies** – Laura Jean – There is budgeted funding to defray delegate costs but there exists no guidelines for distribution; i.e. a standard allotment or based upon request. Cathie moved and Alan seconded a motion to distribute the funding based upon 'requests'. The discussion included questions as to how to distribute, e.g. divide equally between requestors, first come – first served basis or other but these specifics were not resolved. Motion passed unanimously, 10-0.

**Human Resources (HR) Committee** – Linda Stabler

Policy: Congregation members as employees – A handout considered the advantages, disadvantages, potential special difficulties and the vetting process. The potential employee would be required to accept the considerations of the handout. The BOT tabled the issue with the advice that the document becomes a succinct statement of policy.

**Proposal to include report from District Assembly in the congregational meetings** – Jeanie Bates -- An informal solicitation of opinions indicated member support to include a report from District Assembly in the congregational meetings. Jeanie will investigate.

**Nomination to the Committee on Shared Ministry (COSM)** – Jeanie Bates—Alan Bell was suggested by the COSM chair, Cathy Reed, in absentia, as a nominee to the COSM. Lois motioned and Laura Jean seconded to nominate Alan Bell to COSM. Motion passed unanimously, 10-0.

**Retroactive approval of bonuses for music staff** – Linda Stabler –Request was made to approve the music staff bonuses which have already been paid. Joe motioned and Susan seconded to retroactively approve the music staff bonuses. Motion passed unanimously, 10-0.

**Treasurer's Report** – Linda Balabanian, Treasurer – The year-to-date July - March (9 months) financial report:  
Revenue -- Pledge revenue in March was about \$2K over budget and year to date pledge revenue continues to be over budget. Sunday basket revenue for the month was under budget again, a particularly bad sign considering that March had 5 Sundays. Year-to-date Sunday basket is 16% under budget.  
Expenses – Repairs & Maintenance expense is the only account that is significantly over budget – approximately \$2.8K, \$300 less than last month. It is expected that R&M expenses will end the year over budget because of the significant number of repairs that were necessary this year. Total expenses are about \$1.4K over budget.  
Net Income – Net income is \$7K, before taking into account “other income” areas in this year’s budget such as intern stipend grant, surplus and endowment distribution.  
Cash -- Cash remains very strong and fairly consistent month to month.  
Pledge Drive Update -- There are very few pledge cards outstanding. Estimated pledge drive total is \$417K, \$18K short of the goal.

**BOT budget meeting** – A 24 April 2014 meeting is scheduled to specifically address establishing the FY14/15 draft budget.

**FY14/15 Budget** – Kirsten Olney – A handout tabulated the budget by program; comparing FY14/15 budget versus FY13/14 budget. The comparison indicated a \$20K increase in expenses and a \$5K decrease in revenue for FY14/15; resulting in a \$25K shortfall. Laura Jean requested “what if” scenarios looking at increments of pay and benefit increases. A balanced budget will be formulated at the April 24 meeting.

**Executive Session** – No report

Respectfully submitted -- Terry Graham