

Board of Trustees Meeting Minutes

Unitarian Universalist Congregation of Santa Rosa

20 January 2011

Meeting called to order at 6:00 p.m. by President Andrew Hidas

Members Present: Bob Barrows, Ann Chambers, Bonnie Daines (Co-Treasurer), John Farison, Phyllis Heagney, Andrew Hidas, Mary Louise Jaffray (Vice President), Lois Nagle, Cathie Wiese (Secretary), Craig Work

Members Not Present: Laura Jean Hageman (Co-Treasurer)

Non-members Present: Chris Bell (Minister), Terry Graham (Recording Secretary), Gretchen Vap, Mary Wolfe

Opening Words: Chris - Reading of "A Spiritual Conspiracy," author anonymous

Minutes of 16 December 2010 approved as amended: WAS: *Membership Council: Craig presented Chris' "Wish List,"* AMENDMENT: *Membership Council: Chris' "Wish List" was presented.*

Open Mic: Mary Wolfe and Gretchen Vap extolled the benefits of attending PCD UUA Leadership School and encouraged greater participation by UUCSR members. Rose St. John and Deborah Mason are attending in 2011. The school consists of a week of intense workshops, great food and social activities and infuses the participants with enthusiasm to return from the school and search for avenues to better serve the congregation while inducing personal growth opportunities.

Treasurer's Report

Month-end November financials were distributed. Bonnie reported that budget vs. actual is typically best at calendar year-end due to greater than average pledge contributions in December.

Financial Stewardship Council meeting activities and issues include (a) this year and next year pro forma budgets, (b) budgeting for pending sabbatical expenses, (c) budgeting for potential minister compensation increases, (d) lagging fundraising income and generally, the identification of income increases required to fund selected accounts either not being funded or underfunded in the 2010-11 budget.

Further discussion centered on the lack of definition and/or lack of understanding of the new budgeting process and format amongst BOT members as well as congregational committee members. ACTION: Bonnie to chair an ad hoc committee to document the budgeting process.

Discussion then focused on the minimal amount of discretionary funding (~2%) within the 2010-11 budget—the rest of it claimed by fixed costs such as the mortgage, salaries and utilities. The consequence is that most any new program or funding need within the “goal” budget will require increased income. The bylaws require that the goal budget be presented at the February Congregational Meeting.

RE Task Force

Cathie reported that the task force had conducted a first meeting brainstorming session toward the goal of strengthening the RE program to attract younger families and youth. Next meeting is 15 February.

Policy Issue: Disruptive Persons

Chris explained that heretofore, the Committee on Shared Ministry (COSM) had dealt with disruptive persons on an ad hoc basis without benefit of a standing policy. A draft “UUCSR Policy Regarding Disruptive Behavior,” 20 Jan 2010, modeled upon those of other congregations and endorsed by the COSM, was reviewed. Discussion included the observation that group/council/committee leaders will require training with regard to the policy. After minor changes/additions to the draft, Bob moved, Cathie seconded to approve the policy as amended. Motion passed unanimously (10-0) by show of hands.

Policy Issue: Sales Solicitation of Staff

Discussion of a Sales Solicitation of Staff policy centered on the need to provide guidance for staff and members regarding business solicitations not associated with congregational activities. A draft policy will be addressed at the February meeting. ACTION: Chris to distribute a draft via e-mail for BOT review and comment.

Council of Councils (CoC)

Discussion was held regarding the need to continue elaborating establishment of the CoC. An effort to define/codify its role, mission and direction was initiated about a year ago but has lacked sufficient organization and leadership. This topic will be addressed at the next CoC meeting on 30 January.

Goals Status/Reports

New Member Contacts: Mixed success thus far on making contacts with new members. Renewed attention of the BOT members was requested by Andrew.

Bylaws Report: Mary Louise reported that an additional meeting had been conducted at which a first reading and identification of issues was accomplished.

HR Committee: Andrew reiterated that the focus has been on the review of the minister's compensation vis-à-vis UUA guidelines, since this figure lags behind other staff members. The minister's sabbatical funding is another issue that will need to be addressed in the upcoming budget.

Youth Group Interaction: Mary Louise reported that although progress has been minimal, contact with PCD has been made to request guidance.

Board Transparency: The addition of the BOT meeting agenda to the FOCUS list has received positive reaction. Minutes will also be posted there henceforth.

Budget Drive: Bob reported that several meetings have been conducted and potential leaders are being contacted to conduct the "visioning" presentation(s). The next meeting will focus on conduct of the neighborhood meetings.

Maintenance Plan Budgeting: John followed-up on the November report to BOT. He is populating the spec sheet, collecting historical and expected cost data in anticipation of the budget discussions, investigating lighting efficiency options and identifying insulation needs.

President-Elect

Andrew reported that the bylaws do not prohibit the BOT from pursuing the election of a president-elect. The BOT is responsible for electing its officers. Andrew requested BOT members consider who among them would be willing and able to serve as president for 2011-2012. Andrew and Mary Louise have begun investigating interest of potential candidates. A vote is planned for the February meeting.

Service Awards

Andrew requested that consideration be given to nominations for Service Awards which are to be presented at the congregational meeting, 28 February. ACTION: Cathie to provide a list of recent service awardees. BOT members to forward nominations to Andrew before the next meeting.

Closing Words: Chris - Reading of "The Pond" by Mary Oliver

Meeting Adjourned: 8:40 p.m.

Respectfully submitted,

Terry Graham