



**Board of Trustees Meeting Minutes
Unitarian Universalist Congregation of Santa Rosa
11 August 2011**

Meeting Called to Order at 6:34 p.m. by President, Laura Jean Hageman

Members Present: Jeanie Bates, Ann Chambers, Joe Como, John Farison, Laura Jean Hageman (President), Mary Louise Jeffray (Vice President), Allan Proulx, Peter Wilson, Craig Work

Members Not Present: Lois Nagle, Cathie Wiese (Secretary)

Non-members Present: Chris Bell (Minister, Member Ex-Officio), Sibyl Day (HR Committee representative), Terry Graham (Recording Secretary), Art Rosenblum (Co-Treasurer)

Opening Words: Chris Bell read Mary Oliver poems "The Journey" and "Sunrise"

BOT Minutes of 16 June 2011 Approved as Revised (enclosed)

Open Mic: No participants

Election of 2011/12 Officers: (1) President: Mary Louise nominated Laura Jean, Craig Work seconded. No additional nominees. Laura Jean elected by voice (9-0), (2) Ann Chambers nominated Mary Louise for Vice-President, John Farison seconded. No additional nominees. Mary Louise elected by voice (9-0), (3) Mary Louise nominated Art Rosenblum for Treasurer, John Farison seconded. No additional nominees. Art elected by voice (9-0), (4) Co-Treasurer: Mary Louise nominated Amy Young for Co-Treasurer, Peter Wilson seconded. No additional nominees. Amy elected by voice (9-0), (5) Corporate Secretary: Craig Work nominated Cathie Wiese for Secretary, Allan Proulx seconded. No additional nominees. Cathie elected by voice (9-0).

Financial Review Team Report: Art Rosenblum provided the status of several topics. (1) Review of Property Tax Appraisal. The appeal to further reduce property taxes beyond that due to general real estate devaluations was withdrawn because the appeal was not well received by the tax board. (2) The Financial Review Team reviewed process/procedures as well as making an evaluation of yearend financial statements. (3) Financial Stewardship meets Thursday, Oct 18, to make a recommendation NLT Oct 25 regarding the effect of 2010/11 actuals upon potential modifications to the 2011/12 budget. (4) The 2010/11 general operations showed a P&L loss but was more than offset by the positive Glaser Center operations. July actuals are not yet available. (5) Discussions are in-process regarding how to treat "next year" pledges that are received at the end of the waning year as well as "retreat" income versus expenses so as to more accurately reflect the congregational financial condition.

John queried whether planning has considered potential loss of rental income due to the possibility that the Islamic congregation may leave the building. Allan proposed that the 2011/12 goals of BOT include planning for this outcome. **ACTION:** Chris to ensure that this topic be considered at the BOT retreat/planning in September.

Staff Medical/Dental Plans: Sybil Day presented a comparison of existing Kaiser insurance coverage for staff to (a) renewal with and Kaiser and (b) changing coverage to that of Health Net. Sybil explained that coverage and cost of companies other than these two were considered but the viable comparisons were reduced to these two. After extended discussion, the following actions were taken. (1) Health Insurance: Joe motioned to accept the HR Committee's recommendation to renew the Kaiser health coverage. John seconded. Motion passed by voice (9-0). (2) Dental Coverage: Joe motioned and John seconded, to reject the Committee's recommendation to change to Health Net plan if the employees agreed and, instead, to renew the Kaiser dental plan. Motion passed 8-1, Laura Jean opposed. (3) Vision Plan: Joe motioned and Craig seconded to accept the Committee's recommendation to renew the VSP vision plan. Motion passed by voice (9-0).

Preparing for the FY 2011/12 Budget Revision: Laura Jean presented a chart comparing the "original request" budget to the actual budget adopted by the congregation. The information is to be considered while determining a process at the 25 Aug meeting for specifying line item changes. Alan mentioned that priorities had been discussed in the budget determination meetings. **ACTION:** Laura Jean to have available previously established priority information. Laura Jean explained that after establishing the decision-making process at the 25 Aug meeting, the altered FY 2011/12 budget recommendation will be determined at the September meeting, for presentation to the congregation in October. **ACTION:** In response to a request by Peter, Laura Jean agreed to provide access to BOT meeting minutes which addressed the FY 2011/12 budget. **ACTION:** Laura Jean agreed to provide a review of last year's budget review process.

BOT/Financial Stewardship Council Fundraising Task Force: Laura Jean distributed a proposed process for establishing budgeted revenue. The process dealt with revenues for pledging, donations, interest/other income and fundraising. She especially noted that fundraising revenue estimates would be jointly determined by the Fin/Stew Council and the BOT with responsibilities for generating the revenue designated to specific individuals and/or committees.

BOT retreat Logistics, Initial Planning: Laura Jean explained that the retreat will commence Friday afternoon, 2 Sept and conclude late Saturday afternoon, 3 Sept. Ann will host the meeting at her house. Meal details were discussed. Chris will be the facilitator. Chris invited the members to suggest specific ideas to be addressed at the retreat.

Timing of BOT Officer Elections: Mary Louise observed that our by-laws currently create a portion of the year, from June 30 to August where no officers represent the congregation. Alan added that at General Assembly, UUCSR does not have a president, toward which some activities are directed. There was general agreement that this situation should be remedied. Peter noted that eventual changes be conveyed to the Nominating Committee.

Closing: Laura Jean read a selection from Peter Drucker addressing leadership and empowering others to contribute.

Next Meeting: 25 August 2022

Meeting Adjourned: 8:46 p.m.

Respectfully submitted,
Terry Graham