

**UUCSR Board of Trustees Meeting Minutes
August 16, 2012 - Board Room**

Meeting called to order at 6:32 p.m. by Board President Laura Jean Hageman.

Members Present: Jeanie Bates (Vice-President), Susan Bartholome, Lois Bell, Joe Como, Laura Jean Hageman (President), Mary Louise Jaffray, Lois Nagle, Alan Proulx, Cathie Wiese (Secretary), Peter Wilson

Members Not Present: John Farison

Non-Members Present: Linda Balabanian (Financial Stewardship), Chris Bell (Minister), Sibyl Day (Acting Recording Secretary), Art Rosenblum (Co-Treasurer), Rose Saint John, and Amy Young (Co-Treasurer),

Opening Words: Rev. Chris

Agenda Review: No changes

Minutes: Approved

One-on-One Sharing

Open Mic: Rose Saint John voiced concern about changes to the Mortgage Paydown Note Policy. Rev. Chris updated the board regarding the October 15th Revival at the Petaluma Veterans' Building. The Petaluma congregation is to handle all of the logistics. Bill Schultz is confirmed as giving the sermon.

Welcome New Board Members: Lois Bell and Susan Bartholome

Treasurers' Report, End-of-year Financials: The increase of \$19,975 in budgeted expenses was matched by increases in revenue and expense savings, and unused 2010/2011 surplus funds. This gave us a balanced budget for FY 2012/2012, which restored most of the major cuts in the preliminary June budget. The final FY 2011/2012 net income of YTD and the actual combined Operations and Glaser Center combined was give us +\$4,500, which includes the net income from the Glaser Center and \$5,100 contribution from the endowment fund. The FY 2010/2011 surplus fund of \$16,300 was not used.

Final 2012/2013 Budget Recommendations: By applying this surplus fund to the FY 2012/2013 budget most of the major cuts (to dues, savings and A4SJ funds) that were necessary to balance the preliminary (June) FY 2012/2013 budget were restored in the proposed final (October) budget.

Sibyl Day provided a memo to the board which recommended renewing the medical, dental and vision plans for the employees that have those planseoverages. Ten per cent increases in all the policies was provided in the budget. Actual increases were: 8.19% for medical; 1.99% for dental; 0% for vision. The new premium amounts for ADD and LTD have not yet been received. Nancy Hayashibara is tracking her hours in order to provide "actuals:." Upon motion made by Cathie Wiese, seconded by Joe Como, the board unanimously approved the final budget for FY 2012/2013.

Financial Stewardship Report:

Emergency Fund Policy Revisions: Upon motion made by Jeannie Bates, seconded by Mary Louise Jaffray, and unanimously approved, the board adopted the recommendations of Financial Stewardship to correct a missed revision and clarify "accounting purposes" in the E-fund policy. Upon motion made by Alan Proulx, seconded by Cathie Wiese, and unanimously approved, the board voted to approve participation in the Global Allocation 25/75 Portfolio.

Member Mortgage Pay-Down Policy: Upon motion made by Joe Como, seconded by Peter Wilson, and unanimously approved, the board approved the new Member Mortgage Pay-Down Policy (see attached Policy for Issuance and Management of UUCSR Mortgage Pay-Down Promissory Notes). **Action:** Joe Como will write a letter to Rose Saint John suggesting that she present to Financial Stewardship written details of the inconsistencies in the prior policy and the newly adopted policy.

Facility Use Agreement with Occupy Spokes Council through Jan 31, 2013: ~~Jeannie Bates,~~ David Templeton, Cassandra Lista, Linda Balabanian, and Laura Jean Hageman ~~met and met with them and proposed~~ agreed to their use of a the facility use agreement with the Occupy Spokes Council through ~~the~~ January 31, 2013. An amendment to that agreement, ~~and~~ encouraged them to seek ~~seek~~ donations to UUCSR.

Liability insurance review: Lois Bell reported that premiums are \$6,600 per year, \$1 million limit per occurrence, and \$3 million maximum payout per year. The annual deductible is \$3,500. Renters provide their own insurance. People using the building at no charge are usually a higher risk. We might consider a policy that there is no further use, after one incident; have a named representative of the sponsor; waiver signed by the leader; adding on an addendum to the facility use agreement.

Ministerial Intern: Bryan Plude, a member of the Davis UU congregation, is seeking a 2-year part-time ministerial internship. There needs to be an Intern Committee to interview the candidate and give feedback during the internship.
Action: Jeannie Bates, Peter Wilson, Cathy Read, Rev. Chris, and Laura Jean will nominate members to the Intern Committee by the time of the Labor Day board retreat.

Board Goals for 2012/2013: These will be developed at the Labor Day board retreat.

Volunteer Recognition: Terry Graham will be recognized. And board members are to provide other suggestions for volunteer recognition during the Labor Day retreat.

Distribution of 2011/2012 Annual Report: Hopefully the annual report will be distributed at the October 7th congregational meeting.

Board Retreat Planning: The retreat is at Laura Jean's home and goes from 3:00-8:30 p.m. on Friday August 31, and continues on Saturday September 1 from 9:00-5:00 p.m.

Final Issues: David Templeton is negotiating with the Santa Rosa International Film Festival regarding payment.

Closing Words: Mary Louise Jaffray

Adjournment: 9:43 p.m.

Next Board Meeting: Thursday, Sept 20, 6:30pm, light dinner at 6:00 p.m. by Joe Como; sharing topic by Peter Wilson; closing words by Laura Jean Hageman John Farison.