

**UUCSR Board Meeting Minutes
February 21, 2013 Board Room**

Chalice Lighting and Opening Words: Rev Chris Bell

Meeting Called to Order at 6:30 by Board President Laura Jean Hageman

Members Present: Susan Bartholome, Jeanie Bates (Vice President), Lois Bell, John Farison, Laura Jean Hageman (President), Mary Louise Jaffray, Alan Proulx, Cathie Wiese (Secretary), and Peter Wilson

Members Not Present: Joe Como, Lois Nagle

Non-members Present: Rev Chris Bell, Bryan Plude (Intern Minister), Linda Balabanian (chair of Financial Stewardship Team), Phil Harriman (chair of Endowment Committee), and Jan Prater (Recording Secretary)

Agenda and Minutes: Minutes Approved with the following additions: Re: Space Use Policy "Occupy Agreement" Jeanie's revision: Advocates for Social Justice will review their sponsorship agreements on a case by case basis. Re: reduction of budget for "Sabbatical Expense" refers to 2013-2014 budget.

One on One Sharing: Lois Bell

Open Mic: (Jeanie Bates) Board Retreat Update - Walker Creek Ranch "is a go." Jeanie and Marge Wright will take a look at Willow Lodge tomorrow. The retreat is for 2 nights - Aug 23-25th.

(Linda Balabanian and Alan Proulx): Sunday Service cash donations need to be verifiable with the IRS so Linda made a proposal to place holders on the backs of the pews to hold donation envelopes. Many churches have them and find that it increases donations - particularly from visitors. Our annual donation basket amount is around \$22,000. If this effort increases our intake by 25% that would be over \$5,000. Cost of holders \$400 - a one time expense. Envelopes cost \$500 per year at most. Bryan suggested we might get a custom stamp made to help defray the cost. Financial Stewardship has already approved this idea. Mary Louise made the motion to authorize the purchase of racks and envelopes; Jeanie 2nd; motion passed.

(Linda Balabanian): We have now sold all the notes necessary to pay off the Luther Burbank Savings mortgage from cash on hand. This should take place by 27th of Feb. We now have \$470,000 in member notes - from 31 individuals, 10 of whom contributed the maximum of \$25,000 each. It's going to take about 14 years to pay off. The savings from this approach will achieve about a \$100,000 savings for the Congregation. Much credit goes to Rose St John for getting this program in place.

Treasurer's Report: (No report)

Pledge Drive and Budget Goals: (Laura Jean Hageman)

Music Director Compensation : It's difficult to estimate precisely the number of hours the Music Director is working, but the Minister and the Music Committee believe she is working considerably more than the current 1/3-time classification of this position. Therefore the Human Resources Committee recommends that this position be reclassified as 1/2-time. This reclassification would enable the Music Director to receive benefits provided by UUCSR for all employees working at least 1/2-time. The cost of the benefits plus a 7% salary increase for the Music Director is \$8,500. This item is now at the top of the Unfunded List in the 2013-14 draft budget. Adding this item to the budget requires 10.3% increase in pledge income, and an on-going commitment to pledging at that higher level. The decision to reclassify this position will be made in May when the results of the pledge drive are known. If the position is reclassified the change could commence as early as the 1st of July.

Canvass Gala April 6: It will be a fun program with food and drink - with "200 bites of savory and sweet" from each team. Committees will also have the opportunity to put out info on their groups. All Board members are asked to turn in their own pledge cards by the March Board meeting. At the end of the Gala Program, Board members have been asked to act as ushers while pledgers go forward to turn in their pledge cards.

Review Policy on Requesting Distribution from Endowment Fund: (Laura Jean Hageman and Phil Harriman, Endowment Committee) A distribution from the Endowment fund of no more than 5% (= \$6,000) of the value of the fund on Dec 31, 2012 -can be requested by the Board as long as that amount does not exceed the appreciation of the fund (excluding additional contributions) during the previous calendar year. We are looking ahead to the May budget to consider what kinds of things such a distribution could be used for. The Board has to 1) Request the money and, 2) State what it will be used for. We are trying to get clarification on the following question before the request is made: Can the use be a line item in the Budget or does it have to be something on the Unfunded List? Alan Proulx suggests the distribution be used for something tangible. Phil Harriman believes that the distribution should not just go into the Operating fund: "People don't want it just trickling away." The Endowment Fund policy states that the purpose of the Endowment is "... to enhance the mission of UUCSR apart from the general operation of this congregation." The Board was in agreement that with current language the money could be used for something that's already in the Budget, but that it should Not be used in the Budget planning.

Creation of Sabbatical Committee: (Laura Jean) A committee needs to be formed with representatives from certain committees - particularly ones that Rev Chris is involved in, such as: Pastoral Care, Committee on Shared Ministry, Worship Associates, RE, plus Financial Stewardship, Human Resources, Administration, and the Board. This committee will create a brochure for congregational members to aid in the understanding of what to expect. It was suggested that we get consult with another congregation that has gone through the sabbatical process.

Evaluation of Jan 19 Team Summit: Each member will give a brief report on the Team Summit by e-mail

Evaluation of Feb Congregational Meeting: Rev Chris requested a better reminder system for "action" type items. It was decided that the Recording Secretary make a list of these and send it out right away to the Board after meetings. There were over 100 members in attendance at the Congregational Meeting - the new time seems to be working.

Goal Groups:

Infrastructure: (John Farison) John will put a proposal together for closing in the Breezeway. He will meet with the Endowment Fund Committee regarding this. (This should be done before the June Congregational Meeting.)

Community Within and Without: (Jeanie Bates) A Volunteer Task Force meeting has been scheduled.

Spiritual Life Goal Group: (Rev Chris) We have received over 60 responses on the Adult RE survey so far.

Final Reflections and Appreciations: Great dinner by Alan! Lois Bell appreciates Jan for writing so fast. {whew!}

Closing Words: (Susan Bartholome)

Adjournment: 8:55 p.m.

Addendum: A vote of the Board by e-mail resulted in adding Lucia Milburn to the committee on Shared Ministry.