



Board of Trustees (BOT) Meeting Minutes  
Unitarian Universalist Congregation of Santa Rosa  
16 October 2014

**Members Present** -- Susan Bartholome, Jeanie Bates (President), Marilyn Beckerbauer, Joe Como, Alan Proulx, Linda Stabler, Pamela Tennant, Marge Wright

**Members Not Present** -- None

**Quorum** -- Six member minimum satisfied

**Non-Members Present** -- Linda Balabanian (Treasurer), Reverend Chris Bell (Minister), Sibyl Day (Corporate Secretary), Terry Graham (Recording Secretary), John Jaffray (Building Maintenance Team)

**Meeting called to order** at 6:40 p.m. by Board of Trustees (BOT) President, Jeanie Bates

**Opening Words & Chalice Lighting** -- Reading by Reverend Chris, "Cast All Your Votes for Dancing" by Larry Robinson

**Agenda Review** -- No changes

**Timekeeper Volunteer** -- Sibyl Day

**Minutes of 18 September Review** -- Minutes accepted as amended.

**Open Mic** -- John Jaffray, Building Maintenance Team, reported that the building that is immediately north of ours requires water leak repairs to the exterior wall. Two bushes will require removal; the neighbor/owner will pay for removal & replacement. Simultaneously, a misplaced tree will be removed. The Maintenance/Operations Team & Peter Wilson will administer. Per John's request, Jeanie promised that a BOT liaison will be identified.

**BOT Reconfiguration** -- Due to J.D. Thompson's resignation, the Vice-President position, successor to the President, requires filling. Susan Bartholome was drafted by acclamation and accepted the position. Jeanie will request four nominees of the Nominating Committee for next year's Board; a minimum of three will be required to fill the then-vacant positions. Marge suggested that 5, instead of 4, nominees be identified. The nominees will be put forward at the Winter Congregational Meeting. The BOT approved Joe Como as J.D.'s replacement as the BOT representative to the Glaser Center Committee (GCC).

**Treasurer's Report** -- Linda Balabanian presented the year-to-date (YTD), September (1<sup>st</sup> quarter) report.

Revenue -- Pledge revenue through September is on budget. Sunday basket revenue for the quarter is \$800, 14% over budget. Donations total \$75, 90% under budget, and approximately cancel the basket revenue over-budget amount. Fund Raising revenue is \$4.7K under budget. Total revenue, Operations & Glaser Center, is \$4.3K under budget. Glaser Center financials are skewed due to the severance package payment in September. September rental revenue was on budget and under budget by \$1.6K YTD because of August's low revenue. Viewing salaries, plus related payroll tax, to exclude the severance payment that represents 2<sup>nd</sup> Quarter pay, the YTD net loss exceeds the budgeted loss by \$1K which is an improvement of about \$400 over the previous period YTD. Glaser Center performance overall is expected to match budget.

Expenses -- Total expenses are \$4K (3%) under budget.

Net Income is a negative \$5.3K, 14% under budget.

Cash position is adequate for normal operations.

**North Bay Organizing Project (NBOP) use of space** -- Jeanie requested BOT to address the classification of NBOP vis-vis building-use priorities. Last month, the GCC had requested of BOT, a clarification regarding the status of NBOP relative to establishing building use priorities, viz. does UUCSR being a dues-paying member of NBOP imply that NBOP is entitled to free use of space and top priority for building use or is NBOP in the category of being a sponsored group? The "sponsored" designation provides a secondary priority but requires rental fee payment. Reverend Chris suggested that NBOP be considered a 'sponsored' group and that the applicable fees be considered as a portion of UUCSR's dues. As a result of the discussion, Susan motioned and Marge seconded the motion that NBOP be considered a "sponsored" group and that a portion of the dues to NBOP, that amount to be determined by the Glaser Center Committee, be designated a donation for rental of the building. Motion passed unanimously, 8-0-0.

**Congregational Meeting Review** & reflections re the process of eliminating the Glaser Committee Manager (GCM) position were discussed. Positive feedback has been relative to the meeting proceedings. BOT member opinions included that the meeting & the Glaser Committee considerations were forward looking; that some of the member's reactions to the GCM issue were warranted & that BOT must consciously include the congregation as much as possible in future similarly sensitive issues. After some discussion, a change was made to the Winter Congregational meeting. The meeting will be conducted after a solitary 9:15 a.m. worship to avoid the sense of being rushed to complete the meeting. An evaluation of this change will be conducted prior to scheduling the Spring meeting.

**Goal Groups** – (1) Financial – Jeanie questioned the future of the Financial Group. Prevailing opinion concluded that Linda's representation of FinStew at BOT meetings & Alan's liaison position with the Endowment Committee precluded the need for this group. Financial Group was disbanded. (2) Vision – Alan discussed a first meeting to develop a paper & electronic questionnaire to solicit ideas from and get the congregation excited about envisioning the future of UUCSR. (3) Facilities & Infrastructure – Pam discussed establishing a list of projects, prioritizing and projecting costs. Jeanie mentioned that Art Rosenblum was working with potential funding sources and with Operations to outline social hall noise reductions options. Pam wants to ensure that engineering assessments sufficiently communicate option advantages versus cost. Reverend Chris urged that the project be defined in terms of facility social hour improvement, not necessarily limited to the social hall, itself. (4) Communication & Governance – Volunteers solicited for the "talk to a BOT member" Sunday service table. Susan offered to resolve some logistical issues regarding the "talk to..." table setup. Recorded inputs, i.e. member feedback, from the "talk to..." table were suggested as a BOT agenda item. The Activities Fair is scheduled for 19 April 2015. Leadership development events are being planned. Jeanie questioned the ever-present issue of establishing a "CEO" / "GM" position. Discussion generally indicated that no there is no need for the position(s) but that clarity is required regarding the Point of Contact to deal with any particular problem/issue. Chris volunteered help create a "Members' Guide" on how to get things done within the organization. Jeanie mentioned that a Bylaws change may be required to account for a new Statement of Information required by the State of California. Reverend Chris mentioned that due to J.D.'s resigning, new "check signing" forms require completion.

Final Reflections – Reverend Chris commented that a mood of congregational mutual confidence and trust prevailed.

**Closing Words** – Reading by Jeanie from author Ed Schempp

**Meeting Adjourned** by Jeanie at 8:52 p.m.

Respectfully submitted -- Terry Graham