

## Unitarian Universalist Society of Sacramento Board of Trustees Minutes Jan 24<sup>th</sup>, 2008

**Members Present:** Kate Throop, Margaret Wilcox, Denis Edgren, Lisa Malkin, Barbara Hopkins, Carole Byers, Judy Morrison, Terry Preston, Fred Schlaepfer, Celine Walker

**Members Absent:** John Abbott, Judy Chiginsky

**Consent Agenda:** Approved minutes of Dec 20<sup>th</sup>, 2007 meeting. Rich Howard photographed the Board for the webpage.

**Guests Present:** Terry Throop, Rick Caughey, Janet Lopes, Mary and Rich Howard

**Guest Report:** Mary and Rich Howard, co-chairs of the Stewardship Campaign gave a brief overview of the campaign. They have consulted with the Berkeley UU church, Wayne Clark at the General Assembly in Portland, and consultant Carole Czujko. These meetings led to the idea of Celebration Sunday on February 24<sup>th</sup>, 2008. They want to foster a feeling of generosity and wholeheartedness and remind us why our community is important. A postcard and flyer have been sent and a pledge packet will go out the 2<sup>nd</sup> week of February. There will be a leadership tribute on 2/9/08 for those who give in the top quartile and for those who self-identified as fair-share givers. On 2/16/08 from 10-noon, volunteers will making personal calls to the congregation. On Celebration Sunday there will be one service at 11:00, with the Swann Family Circus entertaining the youth and community lunch for all after the service. Board members are expected to have a visible presence in support of the campaign.

Janet Lopes of the Religious Education Committee brought a staffing concern to the board and was advised to send a letter to the Board for discussion at the next board meeting in regards to the Religious Education Coordinator position.

**Ministerial Matters:** Doug's Report: He attended a 2 day retreat with Larry Peers. The lay ministry is seeing approximately 10-15 people a month. The Committee on Ministry is putting together a congregational survey due mid-April. Doug will be gone the first week in March on a meditation retreat. Connie's Report: Alice Mercer has agreed to chair the Membership Committee. Connie is coordinating a Founder's Day Service March 30<sup>th</sup>, 2008 to celebrate 140 years of UUism in Sacramento. A new edition of UUSS's History will be unveiled and for sale that day. On June 1<sup>st</sup>, 2008, there will be a Religious Education Open House to show off the newly renovated Fahs room and other upgrades that have been made.

**Operational Matters:** Treasurer's Report: Denis reports the RE roof loan refinancing is still an on-going process. Income YTD is 106% above budget, expenses are 100 % of budget, and the YTD plate income is 21% above budget. The December budget reflected a net expense of \$6300.00 owing to building use income falling short and higher expenses. The Finance Committee met January 10<sup>th</sup>, 2008. They developed a guidance document for how the BOT might treat unrestricted gifts or bequests greater than \$10,000.00. This will be on the consent agenda for next month's BOT meeting. The BOT worked on budget priorities for the 2008/2009 budget; their findings will be referred back to the Finance Committee for further refinement. The budget will be on the agenda at the February 28, 2008 meeting.

Administrator's Report: UUSS reported 402 members in the Certification of Membership to the UUA. Dave recognized those who worked hard at installing the cabinetry in the Fahs kitchen. Plumbing work is still needed to bring the project up to code and have a functioning sink. The RE restrooms (between Rms 10 & 11) now have functional hot water. The broken lock on the Fahs restroom has been fixed. Terry Throop then spoke to the board as the project manager for the proposed Sanctuary lighting project. He went over the proposal for Lighting, Wiring, and Sound (LWS) that the Property Management Committee approved and sent to the Executive Committee, which also approved and recommended the project to the Board of Trustees. Due to the cost of the project, congregational approval is needed and will be voted on at the March 16<sup>th</sup> Congregational Meeting.

Moved & seconded: The Board recommends to the Congregation that the Major Projects Approval Form for the Auditorium Lighting, Wiring, and Sound be accepted as presented. Funding provided by \$26000.00 in already designated funds, \$10,000.00 from the Weilgart Bequest and \$10,000.00 in Capital Outlay Reserves. Motion passed unanimously.

Crab Feed Fundraiser Update: BOT members were reminded to bring their silent auction items and to sell as many tickets as they can. Members have signed up to bring food and to help at the function.

Duplex Management: Terry Preston has been looking into the feasibility of outsourcing the duplex property management. It will cost approx. \$3500.00/year. The board agreed to look at this issue and to revisit the issue thru the budgetary process. The Board thanked Terry for researching this issue.

**Organizational/Relationship Matters:** Margaret Wilcox reports that the Compensation Covenant Task Force has been busy reviewing UUA documents and documents from Doug Kraft. She anticipates there may be an impact on the current year's budget and on that of 2008/2009. The Task Force (Judy Bell, Taylor Carey, Dave Dawson, Margaret and Doug) will have a preliminary report for the Board at the Feb. 28 meeting Margaret moved to retable the discussion of the PCD dues until the February 28<sup>th</sup>, 2008 BOT meeting and Barbara seconded the motion.

Report from PC liaisons: Recognition went out to Celine Walker and all Forum Committee members for the outstanding Clarence Darrow event.

There is a February 10<sup>th</sup>, 2008 deadline for Search Committee recommendations. The Congregational Meeting will be on March 16<sup>th</sup>, 2008. There will be 7 members selected for the Committee from a slate prepared by the board. USS members will also vote to approve an amendment to the USS constitution to reduce the size of the BOT from 11 to 9 members, and finally to approve the contract and funding for the LWS project.

Announcements: A reminder to BOT members to sign up for greeting/ushering at the services. Kate has 2 documents in the office for perusal, one is a binder with proposals for development of the duplex properties and the other is a copy of the "real rules", IRS and congregational guidelines on advocacy, lobbying, and election.

Family Promise Building Use: Barbara Hopkins made a request on behalf of Family Promise to use the USS facilities on March 29 for the annual dramatic presentation/fundraiser. FP is requesting that the building use fees and percentage of fundraiser be waived. Rick Caughey, guest at the meeting and chair of Social Responsibility Committee, said that he would poll the SRC to ask that the \$500.00 in the SRC budget for Family Promise be allocated for this use. Since time is of the essence, Rick will let Barbara know the outcome and Barbara will make subsequent arrangements with the USS office.

### **Recap-Parking Lot-Dates to remember**

Jan 26<sup>th</sup>-Leadership Workshop with Carole Czujko

Feb 2<sup>nd</sup>-Crab Feed

Feb 3<sup>rd</sup>-Congregational Conversation—Fred and Carole to attend

Feb 19<sup>th</sup>-Executive Committee 6:30

Feb 24<sup>th</sup>-Special Board meeting at 9:30am to approve slate for Search Committee

Feb 28<sup>th</sup>-Regular Board of Trustees meeting 7:00pm

Meeting adjourned at 9:40pm.

Minutes respectfully submitted by Lisa Malkin, Secretary