

**Unitarian Universalist Society of Sacramento**  
**Board of Trustees Meeting**  
**July 23, 2009**

**MINUTES**

**Call to Order & Welcome Guests.** Margaret Wilcox called the meeting to order at 7:32 PM.

Board members present: Margaret Wilcox, John Abbott, Kathy Canan, Linda Klein, Alice Lopes, Lisa Malkin, David Navarro, and Cathy Whitney. Board member absent: Carrie Cornwell

Staff present: David McMorris, Janet Lopes, and Rev. Roger Jones

Guests: Dorothy Mitchell, Rick Caughey, Kim Ayers, Glory Wickland, Pat Naylor, and Barbara Gardener

**Spirit play demonstration:** Roger, Janet Lopes, and Dorothy Mitchell demonstrated the new RE teaching method, Spirit Play, during a fifteen minute session in which the board became an RE class.

**Guest comments:** Rick Caughey reported that the Social Responsibility Committee would like to give \$100 of their allocated budget to two community nonprofits. Margaret explained that the Executive Committee had discussed the request at its July meeting and agreed not to place it on the Board agenda because our policies are already clear that UUSS committee budgets are for operating costs only. In addition, UUSS already shares its offering each month with community organizations selected each year by the congregation.

**Consent agenda:** The June board meeting minutes, appointment of Building & Grounds Strategic Planning Task Force, appointment of Board liaisons for 2009-10 (and review charge to liaisons) were approved. The liaison responsibilities will also be listed on the UUSS web site. The liaison charge is attached.

**ORGANIZATIONAL/RELATIONSHIP MATTERS**

**Harvest Fest proposal:** Kimberly Ayers brought a proposal to the board to set this year's Harvest Fest for November 7<sup>th</sup>, and she solicited ideas from the board. Kim also expressed a need for more volunteers.

**Building & Grounds Planning Committee update:** Barbara Gardner reported that the committee has raised \$20,000 for the entryway project. and formal plans have been submitted to the county thanks to Bob Oyafuso's hard work. Mike is now getting bids from contractors. The committee will probably produce some flyers for getting more input from the congregation on the general plan for the entire campus. On Oct. 4<sup>th</sup> there will be a forum regarding a possible housing project on the UUSS campus. A summary of what has been planned and accomplished regarding long term planning so far will also be presented. Barbara also reported that Patty Taylor may be willing to create a metal chalice sculpture for the outside wall to the left of the entrance to the foyer. Linda Klein was asked to contact Patty regarding this issue. It was noted that Marian Ashe was willing to work on a capital campaign analysis in the future.

**Donor recognition implementation:** Linda and John reported back on their efforts for UUSS to recognize those who make significant gifts as bequests or otherwise to UUSS. Both the donor tree and the poster for fair share givers were given the go ahead. Linda had previously conferred with the art committee, and jointly they decided that the most probable location for the donor tree and the poster would be the foyer wall that is directly across from the foyer outside entry. John Abbott and David Navarro will work with Linda to work out the details of the donor recognition tree.

**Priorities for 2009-10 unanticipated revenue:** The consensus of the board was that any “found money” would first go to restoring the staff salary additional 1% increase and next to a reserve fund. UUA and PCD funds will be raised by a separate campaign.

**Appointing the remaining Building the Future task forces:** Margaret noted that two task forces remain to be appointed for goals two and three of the 2009 five-year plan. These are the family/intergenerational task force, which Carrie, Lisa, Alice, and Roger are working on, and Roger and Carrie will report back with recommended appointees at the August board meeting. It was decided that it would be best to wait until Carol Czjuko, our new ministerial intern, is working at the church after August 1st to form the connections and membership support task force

**Participation in the 3<sup>rd</sup> Annual Association Sunday:** Margaret noted that this year UUA has set Oct. 4<sup>th</sup> as Association Sunday. This event will be coordinated with our separate fund drive to raise revenue for our PCD and UUA dues.

**Program Council report:** No meeting in July. The council will have a three-day retreat in August.

**Other Matters:** Because of the provisions of the constitution regarding Board service for treasurers, Denis Edgren had to resign in order to be in keeping with the letter and spirit of the constitution. The board will appoint someone to complete his term as trustee at large. The board will consider proposing to the congregation that a change regarding that provision should be made and voted on at an upcoming congregational meeting. .

#### **MINISTERIAL MATTERS:**

**Roger** reported that pastoral issues increased in July to a significant degree. He also discussed the upcoming Association Sunday October 4<sup>th</sup> and said the UUA is concentrating efforts in the area of ministers of non-traditional ethnicities. Lisa volunteered to be the board representative at the new member orientations August 24<sup>th</sup> and/or August 31<sup>st</sup>.

**Doug** is on vacation.

#### **OPERATIONAL MATTERS:**

**Treasurer's report:** Lisa reported that income YTD for the church year that closed June 30 was at 101 % of budget, and expenses YTD were 96% of budget.

**Business Administrator's report:** Dave reported that the new computers are up and running and are all on the same infrastructure, which means that they all can interface with power church. Detailed financial reports are attached.

**Recap - parking lot - dates to remember:** Next board meeting is August 27th. Next newcomer orientation will occur on the evenings of August 24<sup>th</sup> and August 31<sup>st</sup> , and Lisa Malkin will participate for the board.

It was moved by Linda and seconded by Alice that the meeting be adjourned. Passed unanimously.

Meeting adjourned at 9:51 PM.

Respectfully submitted, Linda Klein, Vice President, USS Board of Trustees

ATTACHMENT

**Responsibilities of Board Members  
Who Serve as Liaisons to Committees or Task Forces**

(a) Board liaisons are charged with attending their assigned committee or task force meetings and reporting regularly to the Board of Trustees about the issues that relate to Board business or the overall health of the congregation.

(b) Any committee or task force issues that relate to UUSS policy and direction and that need clarification should be brought to the Board's attention by having the liaison notify the Executive Committee so that it can be included on an upcoming Board agenda. Committee or task force chairs are encouraged to attend the Board meeting when their issues are on the agenda.

(c) Committee and task force members are encouraged to speak with any Board member regarding policy or direction issues, concerns or clarifications. That Board member may then inform the Executive Committee so that the item can be placed on an upcoming Board agenda.

July 2009