

**Unitarian Universalist Society of Sacramento
Board of Trustees Meeting**

July 28, 2011

Minutes

1. Call to Order & Welcome Guests. Tina Chiginsky called the meeting to order at 7:05 pm. Centering conducted by: Cathy W

Board members present: Tina Chiginsky, Carrie Cornwell, Meg Burnett, John Abbott, Linda Clear, Cathy Whitney, Eric Ross, JoLane Blaylock,

Staff Present: Candace Scharber, Carole C, Roger Jones,

Candace introduced herself and her background as Project manager, and private business management, and consultant. Her goal is to get office staff working as a cohesive team and provide better customer service to the congregation, making recommendations for improvements.

Welcome to Eric R, JoLane B, and returning John A, and Linda K, new Vice President

2. Consent Agenda:

a. The June minutes were discussed and will be corrected and approved at the August meeting.

3. Building the Future: Update on Long-range Plan

a. **UUSS Property, buildings and grounds:** (Carrie C) Committee met with Jeff Gold on July 17, reviewed 134 returned surveys, Congregational conversation will discuss results on August 7 after the service. A vote may be taken at a later congregational meeting.

b. **Ministry to children and families:** (Eric R) New Task force did not meet yet. Eric will contact members recruited in May to meet soon and review mission and previous task force results from 09-10.

c. **Connections with new and existing members:** (Carole C) Project to enhance entry of main auditorium moving forward, may be completed for first service of the new year.

4. Treasurer's Report: (Cathy Whitney) Annual Report written and submitted. June, 2011 expenses were in excess of income. End of year, Pledge income was down to 79% of budgeted amount, and the June plate income was less than expected, though many individual pledges were raised. Fund raising and interest income was greater than budgeted. Year ended with an unexpected deficit of \$20,484. The resignation of the business administrator, and funding an interim position at 74% of the budgeted full time position have a positive effect during the next 9 months.

5. Stewardship: (Carrie) Seven members have agreed to be on new stewardship committee for 2011-2012. A chair has not been chosen yet. Carrie suggests that Tina make the call to recruit a chair. Tina will call after her return from vacation after August 15, but seeks names from board members to be emailed to her with recommendations and information.

6. Ministerial Matters:

Roger: Discussed topics on written report, including: good attendance at RE summer art program, now is the time for recruiting new RE volunteers; August 28 begins new church year schedule, 2 services; Though many reminders to congregation are in the works to prevent confusion at the time change. Doug is on vacation until August. Congratulations to Roger, who applied, was accepted, and will enroll in Doctor of Ministry Program at Pacific School of Religion in Berkeley.

Carole: Many Summer adult enrichment programs are very well attended; many more are scheduled for the new church year. Some evenings are completely booked for rooms on campus. Carole officiated at several memorial services; Positive feedback offered by Tina on the Stress Reduction Class, taught by Gayle Wilson, from Placerville. Many non-UUSS members are attending, and two are now coming to services at UUSS.

7. Administrator's Report: (Roger) Written report submitted. 383 current members, including new members, and recent moves and 2 members passed away recently. Full written report submitted regarding the new interim administrator position and Candace's roll. Workman's Comp situation for Elaine needs to be resolved by either her returning on modified duties or other possible outcomes. Candace agreed to work on resolving that issue by the end of August or sooner (though, as planned previous to her employment, she is on vacation first week of August).

Summarize, Candace, Elaine and WC resolution, Clarification of custodian duties

8. Duplex rental update: (Linda C) Tenants, met with Linda C, John A, David M, and Bob Thomas of Mark 3 Property Management Co. who was employed since May to supervise the duplex rentals. Physical plant repairs needed to be made. Tenants who had difficulty providing access, are moving out. Leases have been presented to tenants who currently do not have one. Another tenant is moving due to not wanting to sign a lease or work with Management Company. Money is needed to fix up property before re-renting. Selling while the market is down is not a viable choice, though UMP survey early results show that the division and sale of the property is a high priority for UUSS.

9. Program Council: (Carole) Taylor Lewis and Bill Storms are co-chairs; Dick Taylor will join PC instead of Sunny Thomas. Retreat Labor Day Weekend at Dick Galloway's home in Fair Oaks. Next meeting is Monday Aug 22.

10: BOT Retreat: (Tina) October 1 from 9:00 am to 3:00pm at Linda Klein's home in Rancho Murrieta. Walking and pot-luck lunch will be arranged, Agenda items so far to include the following: Organizational structure; stewardship; fund raising; wish list; UUSS name change; Long Range Plan Review; Use of Endowment funds; Budget priorities

11. October 16 Congregational Meeting agenda: (Tina) Date: October 16, at 12:30 pm. Agenda so far will include: Constitutional amendments (minor revisions); update on planning church organizational structure potential changes; Administrator position; stewardship; fund raising; and Community Partner selection.

12. Action Items: Next meeting August 25, 2011 at 7:00 pm, Opening by Carrie C; Exec Committee on August 11 at 6:00 pm. Meg will contact Roger re Community Partners selection process to be completed at October meeting when Congregation votes on annual partner selection. Meg will publish article in Unigram before Aug 15. August Exec meeting will discuss issues regarding the topic of a memorial garden.

Executive Session: Discussion of bonuses for staff totaling \$900.00 plus FICA, as passed

at last BOT meeting and cards signed from BOT.

Meeting Adjourned at 9:20 pm.

Respectfully submitted, Meg Burnett, Secretary, UUSS Board of Trustees