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[UUSM Board] Resending: Minutes from May 24 BoT meeting

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Tue, Jun 28, 2016 at 5:22 PM

To: BOT <board@uusanmateo.org>, Benjamin Meyers <minister@uusanmateo.org>

Your thoughts please:

UUSM Board of Trustees Meeting Minutes

May 24, 2016**7:00 – 9:00**Attending:

Board Members: Laura Bull, Shaun Collins, Michael Duncheon, John Farrow, Becky Howland, Wade Leschyn, Paula McCaa, Tom McCune, Anne Silver

Minister: Ben Meyers

Call to order/Chalice Lighting/Opening Words

Approval of minutes from last meeting

Reports Review: Minister and Treasurer

Minister: New Compass Rose has been printed and will be mailed soon. We need to have a special recognition for Karyn Collins & Jennifer Martin for their work on the auction. Ben will be on study leave from June 13 to July 5. From July 24 to August 24, he will be on vacation. Rev. Mary Ganz will be available to us during that time. GA: Charles DuMond and Connie Spearing were nominated to be delegates. Motion passed. We will support Connie up to \$400. Carol Cook is going as President of the Partner church group. Next year GA will be in New Orleans.

Treasurer's Report Pledge collection is short. One big pledge is expected to come in May (they pay in stock). We are slightly below on expenses, but there are often larger expenses submitted at the end of the year.

Open Items:

The Campus Project

There was discussion regarding requirements gathering. We should have an architectural design before we actually hire a capital campaign consultant. We can ask the congregation for authority to hire the campaign consultant, prior

to doing so.

On the shared Google drive (for the Board), there is a folder entitled Campus Task Force with information about what has been done. It was decided to wait to propose the hiring of the campaign consultant until after the June Congregational meeting.

Requirements and general costing of improvements are important. Shaun will communicate with George Swank to let him know what we are doing.

- There was discussion regarding gathering designs and high-level costs for three main options and on hiring an architectural consultant.

- Options:

- Full Renovation – all buildings
- Partial Renovation - working within what we have and moving walls around, etc.
 - Just fix up 314 + ADA bathroom and ramp in sanctuary building

Proposed Congregational meeting agenda – June 5th

- Reports: Minister, & Treasurer's report
- Budget Approval
- Auction committee recognition
- Campus Project
 - Overview of high level timeline: Roger Jacobs
- Awards
 - The Ann Benner award recipient(s) will be acknowledged

New business

There was discussion regarding going paperless by using Google drive

Proposed budget

2 versions: conservative/realistic and preferred

3% COLA raises for staff should be given but cannot fit in the realistic budget

The Sustainable Pledge group is hoping to get \$430,000 for 2016—2017 pledges. The Coastside pledges net to zero

Projected total income: \$522,000

Projected expense (conservative): \$536,000 (\$14,000 deficit)

Projected expense (preferred): \$549,000 (\$27,000 deficit)

Laura's Treasurer's report is on the shared Google drive

Salary expenses are ~71% of all expenses

What possibilities do we have for getting more income? Special collections for non-programmatic needs such as ADA bathroom.

We will present 2 scenarios: less desirable version: balanced budget with program cuts and no raises. We need to consider what it will cost us in terms of fulfilling our mission.

The preferred version would ask congregation for additional donations so that we could have fewer cuts, staff raises, etc.

Paula raised the issue of the lack of equity in the DRE salaries.

Board offsite discussion: Timing, etc. Shaun will send a Doodle poll to determine a date for our offsite.

Parking Lot Items

For June Meeting:

1. **Governance**

- New organization chart based on new proposed relationships of the Board, Staff and Committees.
- Leadership committee scope

2. **UUC**

- David Roskosky of UUC will meet with us in June to report on the accomplishments of our Coastside Community

Meeting was adjourned at 9:05

Respectfully submitted,

Anne Silver

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