

FIRST UNITATIAN UNIVERSALIST CHURCH
Board of Trustees

MINUTES – Monthly Meeting

January 3, 2005

Present: Trustees: Karen Dawson (Chair), Gretchen Faulstich, Vice President. Pam Argus, (Secretary), Bill Fullarton, Michael Greenman, Evonne Mc Nabb, Frank Phillips, Caroline Rayner, Malyka Knapp-Smith, Caroline Rayner, Bruce Reed

Not Present: Anissa Ahmad, Laura Landy Carr, Barb Fisher, Emilie Coen, Youth Representative

Ex-Officio: Rev. Mark Belletini (Senior Minister), Rev. Wendy Fish (Associate Parish Minister), Rachel Tayse Ballieul, Interim DRE, Maggie Perkins (Church Administrator), Marc Pinsonneault

1. Opening/ Lighting the Chalice

Karen Dawson called the meeting to order at 7:05 pm. Bill Fullarton gave opening words and there was a brief sharing.

2. Review Agenda and Approve Minutes Of November 22, 2004

Karen Dawson reminded members of the Board Retreat scheduled for January 29, 9a.m. – 3p.m. and of the Mid Year Congregational Meeting on February 6.

Michael Greenman moved and Malyka Knapp-Smith seconded approval of the minutes with corrections. Minutes were unanimously approved.

The agenda was amended to move the Arts and Space issues up.

3. Treasurer's Report

Operating Income and Balance Sheet

Frank Phillips reported that year to date there is an operating gain of \$9,749, with pledge payments strong in November. The gap between actual pledged amounts and budgeted pledge amounts has dropped to \$7.9K. With new member pledges this amount is expected to continue to shrink. The operating fund showed a positive cash balance at the end of the month and the other funds continue to be in good standing.

Consolidated Income

SYC has a favorable net income due to recording of fall tuition.

Construction Summary

Construction expenditures for air conditioning, signage, etc. have been \$22K greater than capital pledges received this fall.

Capital pledges outstanding are \$308,000 all of which needs to be collected to get the mortgage to \$175K. \$110K of expenditures still needs to be made for parking lot, signage, fencing and landscaping.

4. Budgetary Process Overview

The following reports were presented in the context of preparation for in-depth discussion and goal setting at the Board Retreat; Personnel, Maggie Perkins with report from Dick Dawson; Finance Marc, Frank and Maggie; Fair Compensation, Gretchen Faulstich; Board Action on Goal Setting for Stewardship Campaign;

Next Steps on Budget

Marc Pinsonneault presented the overview of the challenges of the upcoming budget. He emphasized the importance of clarity regarding the distinction between promises and the reality of what can realistically be done with what is raised. Short and long term goals need to be clearly articulated. Issues discussed included: transition costs for Church Administrator; closing of Capital Campaign; increasing expenses including roof repair; costs for Ministers' contractual Sabbaticals; need to develop a reserve fund; full support for District UUA; health insurance cost increases; cost of living and merit salary increases; fair compensation issues. All of the above need to be addressed incrementally. The Board will be addressing these issues in further depth at the Jan. 29 retreat, with emphasis on setting multi-year goals.

Frank Phillips moved and Gretchen Faulstich seconded approval that the goal for the Stewardship Campaign be set at \$600. The motion passed unanimously.

Following discussion of minimal member financial contribution and of basic costs related to membership, Gretchen Faulstich moved and Michael Greenman seconded the establishment of a minimal adult contribution of \$156 per year and a youth contribution of \$1 per week or \$52 per year. This will be explained to the congregation at our Congregational meeting as our constitution requires. The motion passed unanimously.

5. Development – Stewardship Campaign/Board Role

Bill Inglis presented the Development Committee's plan for "the opportunity to Support What We Love". Gini Szabo and Linda Royalty will be in charge of training volunteers. PLEDGE Sunday (at Church) will begin February 13 and end with a celebration on March 13. Board members are asked to solicit at least 4 people – the emphasis will be on having many people soliciting and minimizing the number each will contact.

6. Planning for Mid-Year Congregation Meeting

Karen Dawson asked Board Members to review the Board's goals, mission and vision in preparation for developing several integrated and clear messages for the Stewardship Campaign.

7. Standing Committee Reports

Arts and Space

Policies were distributed for first review prior to a vote next meeting. Caroline asked for feedback by a week prior to the January 29 meeting.

Church Council

Gretchen presented a draft policy on use of Fellowship Hall and the Library.

She presented the evaluation instrument developed by the Committee on Church Ministry for Ministerial evaluation. Following Discussion, Michael Greenman moved and Bill Fullarton seconded approval of the motion, with the addition of the appropriate date. The motion passes unanimously.

8. Ad Hoc Committee Reports

Gretchen reported on the “large Congregation Conference” to be held in Boston, February 17 – 20, urging participation. Gretchen, Rev. Belletini, Rev. Fish, Rachel and Maggie from staff will be attending along with Doug Zelinsky. Karen Dawson wants to search for support to help send other critical persons to this important conference.

9. Staff Reports

Rev. Belletini reported that Les Kleen will be returning to the choir in January. December was a slower month for Pastoral Care. He reported on his Christmas visit with his parents who are experiencing issues of aging.

Written reports came from Rev. Fish, Rachael Baillieul and Maggie Perkins.

9. Announcements & Acknowledgements

Evonne McNabb moved and Bill Fullarton seconded the appointment of Marge Lynd as Chair of the Nomination Committee. The motion passed unanimously.

9. Adjourn

Bill Inglis moved and Gretchen seconded adjournment. The meeting adjourned at 9:05