

USG Board of Trustees Meeting Minutes, April 23, 2013

Members present: Tom Ott, Walt Ceglowski, Leni Windle, Betsy Gabriel, Marina Patrice Van Gossen, Linda O'Gwynn, Andrea Parry, Treva Burger, Dennis Strain

Non-members present: Rev. Kent Matthies, Joan Javier-Duval

April 13 Minutes

Motion: to approve the April 13 minutes

Motion passed: 8-0-0 (one member came after this vote)

New Electric Work

Buildings and Grounds has requested not to get another bid for the electrical work because Anton has done the previous work, they do good work and their price is reasonable. We have a policy that states that church work over \$25000 requires three bids. Because the plan for this work has been ongoing, we will consider it part of the same project that was previously bid out.

DRE Search

There are currently four strong candidates who are actively being considered. The process is very thorough and deliberate to make sure the match is right.

Second Service

The primary concern is the cost. There was a discussion of cutting the music budget, if we find ourselves running short, but members felt that if we are going to try something new, we need to give it our best shot. And that we have resources if our assumptions or expectations fall flat. We might need to think of it as an investment and acknowledge that it might take some time before our revenue completely catches up with our expenses. Some board members feel that we need to evaluate the success of the second service after a year and decide if it's viable. If we retain Joan Javier Duval as a Consulting Minister, increase the DRE position to forty hours per week, add a second service and add a capital budget for facility renovations and improvements, we will be spending more than our income even with optimistic income forecasts. The \$30,000 in gifts is allocated for staffing, and we don't have plans for what the Endowment and Edna Jones Bequest will contribute to, though the likely plan will be to spend the Edna Jones bequest. Regardless how we do this, everything we do competes with everything else we do and that's not going to change. Members felt that additional \$13,500 seemed like a reasonable amount to spend on a grand experiment. We have had deficit budgets every year for about 15 years. Everything has been going up during that time and nothing has decreased significantly. A growing "business" needs to be invested in. The things we want contribute to the spiritual health of the congregation. We are really putting the money into the church. One member hears the value of the board is to use the money to take us to the next level in terms of growth and engagement.

Motion: That we approve the second service proposal dated April 7, 2013 for the initial period of September 8, 2013 to May 18, 2014 and that the Board will decide prior to the formation of the 2014-15 budget whether to continue the second service. We direct the MPC to facilitate the resolution of all outstanding issues before September 8, 2013 and to evaluate the effectiveness of a second service and submit a report to the Board in March 2014.

Motion passed: 9-0-0

Edna Jones Bequest

We need a good process for reviewing proposals. Tom Ott prefers written proposals to oral presentations. We need to hear from all the stakeholders: Buildings and Grounds (B&G), Master Plan Implementation Committee (MPIC), Strategic Staffing, seed money for capital campaign and the Ministries and Programs Council (MPC.) Tom Ott would like to share the results of the process at the Financial Annual meeting in September, so we probably need to receive proposals by June 1. People don't necessarily need to propose for the entire amount. The question for us is what can we get for this money that is most lasting and important. One member suggests we start with mission of the church. We could ask B & G to come up with top 20 projects and ask MPIC to do the same and have them get together to see what they have in common. Can do the same with Staffing and MPC to name their ideas and find common themes. Charge the different groups to collaborate. Many like the ideas presented in Mark Bernstein's April 7, 2013, email to the Board to use the money to attract more money. It would still be good to have the committees work together to create the priorities to share with the congregation.

Tom Ott proposes that he, Rev. Kent Matthies, Betsy Gabriel, Andrea Parry draft a proposal for the Edna Jones bequest/Capital Campaign process and bring it to the May board meeting.

Budget

The issue is not really expenses, we do pretty well managing our budgeted expenditures, our problem is often that income falls short. Several members are concerned with income forecasts. Stewardship is not sure yet whether they will reach their goal. Half the congregation has pledged and we are at \$207,000, the goal is \$350,000. If we don't meet goal, Stewardship will send out additional letters at the end of the drive asking people to increase their pledges. Also a question about the drastic increase in rental income. The assumption is based on the installation of air conditioning. Marina Patrice Van Gossen will ask Budget and Finance (B&F) if there are other reasons for the large increase in projected rental income. Rev. Kent Matthies recommends Board members meet with Carolyn Cotton to make a plan for rentals over the next two years. Also, that now that we are fair share, we can apply for grants from the JPD/UUA for staffing or building. The timing is right. He feels we should hire a grant writer and try for some grants to support growth. There was a question about program expenses: Programs were funded as requested. Should MPC strategically evaluate program expenditures to make sure they are in line with our goals and values and to make sure that all programs submitted their requests?

Board members were asked to send questions (in one email per person ideally) about the budget to Marina Patrice by May 7 so she can take them to the B&F meeting.

And also, to carefully review the Safe Congregations policy and bring questions to May meeting.

Motion to adjourn.

Motion approved: 9-0-0

Meeting adjourned at 9:33pm

Respectfully submitted,

Treva Burger

Email to the Board from Mark Bernstein, dated April 7, 2013

As you consider allocating the Edna Jones Bequest, please consider this:

1. Initiate a major capital campaign based upon the congregational approved Master Plan. There is never a perfect time, BUT, now the Stock market is at an all time high!
2. Use the Edna Jones Bequest as seed money and send Rev. Matthies (and whoever else) to Texas to ask for an initial match.
3. Use the total thus accumulated as a challenge match to church members.
4. Repay the congregational loans (these need to be refinanced or repaid in 4 years anyway). This frees a lot of money for church members to easily contribute back these funds
5. Create a (non controversial) wish list of projects the capital campaign funds will build. Perhaps most (or even all) of the projects you are accumulating could be on this list. Use available or create beautiful drawings.
6. Establish a well respected Task Force to make final recommendations for projects to be built. (The last capital campaign committee was composed of all past board presidents who were willing to participate. Board Presidents are well respected, have an overall church perspective and the creation of the committee by virtue of their past offices avoids having to actually chose people individually.)