

## **MINUTES: September 9, 2013**

Unitarian Universalist Church of Davis Board of Trustees

**Board Members present:** Marty West, Chair; George Hubert; Joyce Takahashi; Ramon Urbano; Ann-Catrin Van. **Board Members absent:** Lisa Baker; Hiram Jackson. **Others present:** Beth Banks, Senior Minister; Cath Bleyer, Operations Co-Chair; Jack Whitsett, Program Council Chair; Chris Hendrix-Chupa, Facilities Manager; Liz Leahy, Board Secretary.

### **Opening Activities**

Chair Marty West called the meeting to order at 7:02. Beth Banks lit the chalice. Ann-Catrin Van shared a personal reflection. The Board members read the Board Covenant. Approval of the Agenda was by Board consensus. There was no congregational input.

### **Announcements**

Program Council Meeting on October 1, 7:15 pm, held in the Library, chaired by Beth Banks and Marty West. The Board honored Jack Whitsett for his five years of dedicated service as Program Council Chair.

Annie Gonzales's ordination has been moved to March, 2014.

Pacific Central District Leadership Day, October 26, meets at UU Berkeley.

### **Consent Agenda**

1. Approval of Minutes for the August 12, 2013 Board Meeting.

Moved approval of Consent Agenda: Ann-Catin Van. Seconded: George Hubert. Passed unanimously.

### **Discussion and Action Items**

2. Cath Bleyer, Operations Co-Chair, presented the proposal (attachment #2) to temporarily hire Chris Hendric-Chupa as Mandy Dawn's replacement during her maternity leave. Motion to approve: Ann-Catrin Van. Seconded: Joyce Takahashi. Passed unanimously.
3. The Board discussed the approval of the new Redbud Montessori lease for ten years (attachment #3). It incorporates a 3% increase in rent each year. Motion to approve: Ramon Urbano. Seconded: Ann-Catrin Van. Passed unanimously.

4. The Board then discussed the approval of a strategic planning process, a discussion that began at the Board's retreat in August. George Hubert and Hiram Jackson circulated a draft resolution, amended to read as follows:

- Authorize that the UUCD Board of Directors initiate a strategic planning committee with the purpose of developing a UUCD strategic plan covering at least the next five years.
- That the Board Chair selects the committee members in consultation with the Board.
- That the committee gives regular reports of their activities to the Board.

And that the committee has a final draft of the strategic plan within a year's period.

- That the committee considers implementing the appreciative inquiry method in its process, and broadly engages the congregation with a survey or other appropriate methods.
- Upon determination of the long range committee membership, request that the committee submit a proposed charge, preliminary schedule, and any projected budget items (e.g., committee training or a consultant).

Motion to approve this long range strategic planning process: Marty West. Seconded: Ann-Catrin Van. Passed unanimously.

5. Cath Bleyer began the discussion of the Memorial Wall, referring to Ann Halsted's August memo (attachment #5) asking the Board to make a decision about partners/spouses sharing a memorial tile. Preparations for the next Wall Memorial Service on October 20 have raised the issue. If spouses share a tile, space will be freed up to accommodate all the requests for tiles already received. Motion to approve that partners/spouses share one tile: Marty West. Seconded: George Hubert. Passed unanimously.

After further discussion, the Board was not ready to decide whether or not to build a fourth wall, or limit walls to the existing three. Instead, the Board asked the operations co-chairs to revisit the draft of the Memorial Wall Task Force (attachment #5), and perhaps expand it to look at memorial space in a larger context, exploring ways to recognize those who have died.

6. Marty West (filling in for Stacie Frerichs) presented the finance report for the fiscal year of 2012-2013. Because of a net income surplus, \$37, 805, Stacie and the Finance Committee suggested a variety of actions in order to finalize the disbursement of funds

at the end of the 2012-13 fiscal year. Following the Finance Committee's recommendations:

- The Board approved the creation of a Capital Reserve fund. Moved: George Hubert. Seconded: Ramon Urbano. Passed unanimously.
- The Board approved moving \$15,000 of the 2012-13 surplus net income into this Capital Reserve fund. Moved: Ann-Catrin Van. Seconded, Joyce Takahashi. Passed unanimously.
- The Board approved creating a “contingency fund for unpaid pledges” in the current 2013-14 budget year and putting \$10,000 into that fund from the 2012-2013 surplus net income. Motion to approve: Marty West. Seconded, George Hubert. Passed unanimously.
- The Board approved transferring the recommended \$1,800 to cover increased leave expenses into the 2013-14 budget from the 2012-13 surplus net income. Moved: Ramon Urbano. Seconded, George Hubert. Passed unanimously.
- The Board approved transferring \$1,000 from the 2012-13 surplus net income into the sabbatical fund. Motion to approve: Marty West. Seconded, Joyce Takahashi. Passed unanimously.

Marty West then suggested that the Board consider granting a bonus to Kate Raymond out of the 2012-13 surplus funds. In the spring, the Human Resources Team had recommended a raise for Kate in order to bring her to the mid-range recommended by the UUA for her position. The Board was able to include only a portion of that recommended raise in the 2013-14 budget. After discussion, the Board approved to pay Kate Raymond a bonus of \$1,500 to be paid out of the surplus net income. Motion to approve: Ann-Catrin Van. Seconded, Joyce Takahashi. Passed unanimously.

### **Closing Activities**

1. The next Board meeting will be October 14. The agenda will include follow up on a Memorial Task Force, possible uses for the remaining one-time money of approximately \$8,500 from the surplus net income, progress report on setting up a long range Strategic Planning committee, report from Ann-Catrin Van on the PCD Chalice Lighters fundraising program, and follow up on congregational based community organizing and the meeting with the Industrial Area Foundation (IAF).
2. Ann-Catrin Van gave the meeting evaluation.

3. Beth Banks gave the closing reading.
4. The meeting adjourned 9:00.

Submitted by Liz Leahy