

MINUTES: JUNE 9, 2014

Unitarian Universalist Church of Davis Board of Trustees

Board Members present: Marty West, Chair; George Hubert; Hiram Jackson; Joyce Takahashi; Ramon Urbano; Ann-Catrin Van. **Members Absent:** Lisa Baker. **Others present:** Beth Banks, Senior Minister; Ann Halsted, Operations Co-Chair; Caitlin Cotter, Intern/Campus Minister; Lisa Oakes, Co-Chair Auction Committee; Jennifer Richards; Barbara Bower.

Opening Activities

Chair Marty West called the meeting to order at 7:10 pm. Marty West lit the Chalice and Joyce Takahashi gave a personal reflection. George Hubert read the Board Covenant. The agenda was approved by Board consensus. There was no congregational input.

Announcements

The Program Council meeting is June 16. The Board Retreat will be August 8 – August 10 at the Presbyterian Church in Woodland with dinner at Ramon Urbano's house.

Consent Agenda

Item #8, revision of the Special Collections Policy, was removed for discussion.

The remaining items on the consent agenda, #1--#7, were approved: moved by Ann-Catrin Van, seconded by Joyce Takahashi. Approved unanimously:

1. Minutes for the May 12, 2014 Board Meeting.
2. Delegates to General Assembly: John Ashby, Steve Burns, Marty West, Leslie Snow, Kathleen Hering.
3. Stefan Harvey as new member of Committee on Ministry.
4. Memorial Task Force members (Jill Pickett, chair, Ellen Coppock, Jerry Friis, Ann-Catrin Van, Karen Klussendorf).
5. Ratification of Board's e-mail vote to hire Sarah Caine as Campus Minister for 2014-15.
6. Marty West to replace Ann Halsted as Operations Co-chair, Sept. 1, 2014.
7. Appointment of Lee Ann D'Amato as chair of the Library Committee.
8. The Board then discussed #8, revision of the Special Collections Policy. Paragraph two of the proposed policy was modified to take into account any possible conflicts of interest: "The subcommittee shall evaluate all nominees, taking into account any possible conflicts of

interest, and recommend recipients to the Board for final approval.” Also, the criteria were modified by adding the word “statewide” to read: “When national or statewide organizations are considered, preference shall be given to national or statewide organizations that are Unitarian Universalist nonprofits (e.g. UU Justice Ministry California, ...).” As amended, the policy was passed unanimously: approval moved by Hiram Jackson, seconded by Ramon Urbano.

Discussion and Action Items

9. Lisa Oakes, Co-Chair of the Auction Committee, gave a presentation on plans for the Nov. 15 church auction. Working with Co-Chair Sarah Hayes, they have started earlier in their preparations than last year, hired the auctioneer, and are able to use the same software as last year’s auction. The “Fund A Need” for this year’s auction was discussed; Lisa will return to the Board in August with a proposal.

10. Marty presented Stacie Frerich’s treasurer’s report in Stacie’s absence. As of April 30, budgeted income was running ahead of expenses by over \$52,000. This amount will decrease as we come to the end of the budget year. Stacie noted that the amount of pledges received by the end of the fiscal year may fall \$28,000 to \$38,000 below projections. In contrast to Stacie’s report, Marty West said she had calculated that the percentage of pledges received for the 2012-13 budget year was over 95%. Consequently, In Marty’s view, pledges should fall only \$22,000 below projections. Board members requested that Jennifer Johnson calculate a five-year average for the percentage of pledges actually received each year.

11. The Board discussed the proposed charge for the new Stewardship Team. It was amended to specify that the Senior Minister would serve as an ex officio member of the team. Also, the charge was amended to state that periodic visits would be held with “25% to 33%” of members each year. As amended, the charge was approved unanimously: moved by Hiram Jackson, seconded by Ann-Catrin Van.

Proposed members of the Stewardship Team are: Marty West, chair; Ramon Urbano; Rich Bradley; Mari Perla;; Sharon Hale (for one year); Lisa Baker (for start-up period); Beth Banks , ex officio, and Steve Burns as consultant. Motion to approve the members of the Stewardship Team: Hiram Jackson. Seconded by Joyce Takahashi. Passed unanimously.

Marty West passed out a copy of the fundraising letter that will be sent to around 100 folks who contributed to the capital campaign, telling them about Rich and Claire Bradley’s \$10,000 gift to reduce the principal balance on the church’s mortgage loan, and asking folks if they would also like to make a gift to reduce the mortgage balance. A gift of \$1,000 now is worth \$2,200 over the life of the loan. The letter will be mailed out on June 24.

12. Marty West and Beth Banks discussed the search process for hiring a half-time Assistant Minister for pastoral care. Proposed members to serve on the search committee are

Barbara Ashby, Chair; Ann-Catrin Van from the Board; Sarah Keith from the Committee on Ministry; Jeff Lefkoff, and Beth Banks, Senior Minister. Moved approval of the search committee: Ramon Urbano. Seconded by Hiram Jackson. Passed unanimously. An advertisement for the position will be circulated by the end of June, with applications due by August 1. The committee hopes to interview candidates in August.

13. Marty West nominated Ramon Urbano as Board Chair for the 2014-15 church year. Moved approval: George Hubert. Seconded by Joyce Takahashi. Passed unanimously. Ramon then nominated Ann-Catrin Van to serve as Vice Chair. Moved approval: Ramon Urbano. Seconded by Marty West. Passed unanimously.

14. Ramon Urbano moved approval of Donna Sachs to serve as Board Secretary for 2014-15. Seconded by Joyce Takahashi. Passed unanimously.

15. Ramon Urbano and Marty West welcomed **new Board members, Barbara Bower and Jennifer Richard.**

Transition of Board Members

Retiring Board Members: Marty West and George Hubert received words of gratitude from continuing Board members for their dedicated service for the past three years. Retiring secretary **Liz Leahy** was thanked for her year and a half of wonderful assistance.

Closing Activities

1. Board Retreat Aug. 8 – 10 and next Board meeting Aug. 11.
2. Joyce Takahashi gave the meeting evaluation.
3. Beth Banks gave the closing reading.
4. The meeting adjourned at 9:10.

Submitted by Liz Leahy, Board Secretary