

Unitarian Society of Santa Barbara

A Loving Community of Seekers:

Living with Integrity – Nurturing Wonder – Inspiring Action

Draft Minutes Board of Trustees Meeting

August 25, 2015

5:30 -7:30 Jefferson Hall

Present: Melinda Staveley, President; Susan Plummer, Vice President; Keith Strohmaier, Treasurer; Carol Schwyzer, Secretary; Craig Bennett; Charlene Little; Eileen Bunning; Colin Jones, Bonnie Lassen; Rev. Julia Hamilton, Lead Minister; Erin Wilson, Director of Administration

Expected Absence: Ted Myers

Process Checker: Tracy Freeman-Nominating Committee

Time Keeper & Parliamentarian: Charlene Little

The meeting opened at 5:30pm

- I. Eileen read an **opening reading** from the Dalai Lama
- II. Participants **checked in**. Melinda will retire from Cottage Rehabilitation Hospital at the end of May. Ted Myers has been elected by the Board, via email, to serve Colin Jones' term on the Board.
- III. There were no attendees for **open forum**.
- IV. The **minutes** of July 28, 2015, were approved with one change: Under item 6 C "Laura Parks" should read "Laura Park."
- V. **Means Reports**
 - A. The **Executive Report** presented to the Board by Julia will be a compilation of staff reports given to her each month for supervision purposes. Each staff report will not routinely be included. However, any Board member may have access to any of the complete reports. Julia's monthly report to the board will be tied to Ends. This new process is a work in progress as Julia and Board members determine what is mutually beneficial.
 - B. The **financial dashboard** was received & reviewed. There was minimal discussion with only one month of the new fiscal year to review.
 - C. **Updates:** With regard to financial planning and stewardship, Julia is working on a comprehensive report on what is being done and who is
 - D. accountable to whom.

- E. Erin is compiling a complete **list of groups**, task forces, committees – whatever the title – which are addressing needs/wants of the congregation – formal or informal.

VI. **Policy Governance/Ends Reports**

A. **Disruptive Visitor Incident** – After being informed about a revisit by a disruptive visitor on Sunday, the Board voted to send another letter prohibiting the visitor from coming onto the USSB campus at any time. The Board resolved to follow through with the actions stated in the letter, if the request is violated.

B. **Treasurer's Report** - Keith reported that the Finance Committee reviewed available resources, both a book and the UUA website, to clarify the purpose and charge of the Finance Committee. Charlene will report at the next meeting about her research into other UU's policy & practice specific to financial reserves. The committee, although absent Dick Jensen and Stephen Young, reviewed the one month financial statements.

C. **Lead Minister Interpretations** (see document attached)

1. **2.4 Financial Planning and Budgeting** - The interpretation was accepted with suggested changes. It was noted that the Budget Committee is not a subcommittee of the Board; but, is a Budget Planning Group, which works with the Lead Minister to develop the annual budget.
2. **2.1 Shared Ministry** - The board will continue the discussion of this interpretation via email. Craig will take the lead.
3. **2.9 Communication and Support of the Board** - The Board accepted this interpretation as it is.
4. **End 1.4.2** - "Support each other in life and life's transitions with loving care, celebration and gratitude." Discussion of this interpretation was moved to next board meeting due to lack of time.

D. **Monitoring** - Discussion of the Endowment Board report will be taken up at our next board meeting.

E. **Moral Owners** – To initiate this concept and learn from for this year, the Board selected two organizations with which USSB would like to deepen its relationships: Freedom Warming Centers and Pacific Pride Foundation. These two organizations were chosen because with USSB's current work and mutual commitment with them, they offer significant opportunity to lead to change in our own congregation and congregants as well as influence USSB growth and action. The next step will be to enter into conversation with each organization to determine if they are mutually interested in the concept of Moral Ownership.

F. **Board Open Forum vs Quarterly Forum** - deferred to next meeting due to lack of time.

G. **Board Calendar** Review & Update – deferred to next meeting due to lack of time.

IX. Tracy Freeman offered **Process Observations** and asked questions.

X. **Closing Reading** - read by Julia Hamilton

XI. The meeting was **adjourned** at 7:45.

Next Board meeting: Tuesday, September 22, 5:30 Jefferson Hall

-submitted by Carol Schwyzer, Secretary