

Minutes

Meeting of the Board of Trustees

April 21, 2015

Jefferson Hall

Unitarian Society of Santa Barbara

Present:

Carol Schwyzer, President; Bart Woolery, Secretary; Melinda Staveley, Treasurer; Craig Bennett, Susie DuPont; Collin Jones, President; Charlene Little, Susan Neufeldt, Susan Plummer; Rev. Lee Bond, Lead Minister; Rev. Julia Hamilton, Associate Minister; Erin Wilson, Director of Administration

Process Checker: Gun Dukes

Time Keeper and Parliamentarian: Bart Woolery

Guests: Keith Strohmaier, Nica Guinn, Caroline Chamberline, Chris Shorb, Jody Thomas, Linda Liker and Steven Young

The meeting was called to order at 5:30pm.

Opening Reading by Carol: *Closing Words*-Frank O. Holmes

Open Forum: Members of the Finance Committee (Caroline Chamberline, Linda Liker and Steven Young) voiced their concerns about our accounting system. Caroline submitted her resignation from the Finance Committee.

VI. f. Ordination of Nica Guinn: Nica has completed her formation process in becoming a minister. She requested to have her site of ordination be the U.S.S.B. Bart made the motion and Charlene the second. The board's vote was unanimously pro. Nica thanked the board for its support.

V. Oversight

c. Finance Committee Meeting, Comments by Treasurer Melina Staveley

* Reserve Account: John Chere is gathering information from other churches to bring back to the Finance Committee.

* We are moving towards full accrual accounting process.

* Patricia Reilly's resignation from the Finance Committee was accepted with the following words from Carol: "We have received

Patricia's resignation from the finance committee, and we thank her for her long service on the committee and for the extraordinary attention she brings to her work. "

* Finance Committee sub-groups response to Board's findings: Carol made the following comments:" After reading the concerns, the responses to the concerns, and the responses to the responses, and after consultation, the board finds that USSB is financially healthy, our financial systems and internal controls are sound, and we have confidence in our staff and in our audit process and our auditor.

We are putting together a small working group to go through the points in the most recent response from the working group. We acknowledge the time and work that went into the response and want to be sure that we have evaluated all suggestions carefully."

VII c. Assistant Minister Task Force: Jody, Lee, Julia and Keith were pleased to announce that they have selected an Assistant Minister candidate. Her portfolio matches what we need. She is life-long U.U. member, passionate about social justice, can envision multigenerational R.E. and inspired vision for the future.

V. a. Report from Oversight Committee: Susie Depont encouraged the board to continue to look at our various reports through the lens of our policies and ends in preparation for our retreat with Laura Parks in June.

b. Financial Dashboard: Erin gave a report. The dashboard indicates that our budget is largely in healthy shape. She noted that our revenue for weddings is below budget by 30%. This reduction is a community-wide phenomena, but one that Erin will be looking into more closely.

III. Consent Agenda: Bart made a motion and Craig seconded to accept the minutes from the March 17 and April 11 meetings. Board approved unanimously.

IV. Written Reports: Board approved reports a.-g. Bart motioned, Craig seconded.

VI. c. Comments from Bylaws Community workshop: Some highlights included the desire to have more workshops of that nature, more visibility of meeting times, agendas and minutes and the importance of holding our "Right

Relations" covenant more intentionally. There were no suggestions regarding changing the proposed bylaws.

d. Clarification of Roles: We decided to add a sentence to the section on Called Ministers, 15.4.1, for the following clarification "and the Search Committee recommends the Associate Minister as the Candidate."

To 11.10.1 we decided to leave the language in the bylaws that the Treasurer is the Chief Financial officer of the Society and to add some description of the Treasurer's oversight role as we had already planned to do.

e. Endowment Board Officers: Gun Dukes was unanimously appointed to the Endowment Board. Ted Stern's very significant contribution to this board was acknowledged and Carol will write him a letter of appreciation.

Nominations for new UU Board members: Gun reported that the following three members have agreed to run for next year's board: Eileen Bunning, Keith Strohmaier and Bonnie Lassen. This slate was approved unanimously with Bart making the motion and Charlene seconding.

VII b. Review Draft Budget: Our budget contains a line item for board designated savings in case of earthquake. Rather than having a cash reserve for this one specific kind of unforeseen need, the board will be considering instead creating a cash reserve that will have a broader purpose in that it can be used for earthquake or for other needs.

It is believed that the budget is moving toward fulfillment of the goals of the board and congregations, including doubling fair share and doubling paying down of member loans. The draft budget was approved unanimously with Bart making the motion and Charlene seconding.

VIII Process Observations: Gun noted that we speak with one voice, we stayed calm in the midst of tensions and we are doing well.

IX. Closing Reading: Julia shared *A Prayer for Unfinished Business* by Kelly

X. Adjournment: 7:50pm

Respectfully Submitted, Susan Plummer