

Unitarian Society of Santa Barbara

A Loving Community of Seekers: Living with Integrity – Nurturing Wonder – Inspiring Action

Board of Trustees Meeting Minutes - April 25, 2017

Jefferson Hall 1535 Santa Barbara Street, Santa Barbara, CA

Attendees: Melinda Staveley, Board President; Susan Plummer, Vice President; Keith Strohmaier, Treasurer; Bonnie Lassen, Secretary; Craig Bennett, Eileen Bunning, Cheryl Snell, Onolee Zwicke, Rev. Julia Hamilton, Rev. Caitlin Cotter, Erin Wilson, Director of Administration

Absence: Charlene Little

Process Checker: John Hartman

I. Opening Reading – Cheryl Snell, Rev. Lennox Yearwood, Jr. “ I Was Assaulted & Detained by Police As I Marched for Science”

II. Open Forum – No speakers for Open Forum

III. Minutes – March 28, 2017
Craig moved to accept the minutes as presented; Onolee seconded. Motion passed.

IV. Additions/Deletions to Agenda

- A. Planning for Annual Meeting, June 4
- B. Request from Bart Woolery for letter of support for CA SB 562

V. Executive Report

Rev. Julia highlighted a few items in her report:

- A. Lead Minister Review Process & Schedule
Board Ministerial Review is ongoing with monitoring of Ends achievement. Other components of the Lead Minister’s review will include congregational perception "how things are going” obtained through a survey. Eileen & Melinda will meet with Julia to draft both process and schedule to propose to Board at May meeting. Board agreed Best Practice is for Board and members of the Congregation to bring any concerns to Julia as they happen and not holding them to the ministerial review.
- B. Planned change in CRE teaching team for next year to assure CRE stable, consistent teachers. Lead teachers will be hired with reallocation of fund in CRE to achieve this change, which will be budget neutral.
- C. Currently the Lead Minister is the only member of staff with a sabbatical.
Julia believes program staff sabbaticals would contribute to the long-term health of both staff and congregation. Julia would not take her sabbatical the same time a staff member would be on sabbatical. Proposed time frame would be every 5-6 years.
Julia will explore options and bring a proposal to the Board.
- D. Change in Services to begin June 25 through Labor Day: a single service at 10 a.m.

VI. Policy Governance

A. Board Discussion Topics

1. Communication – May & June
2. UUA Leadership and Diversity – There was lengthy thoughtful discussion.
3. Annual Meeting, June 4, Planning – The Board determined that verbal updates at the meeting in lieu of the written annual report would meet the intent of the USSB bylaws. The annual meeting packet will include the rationale of publishing the Annual Report in the Fall when the fiscal and program year is complete. Committees will be informed the reports are not due in May.
4. Request from Bart Woolery, Secretary of Healthcare for All California, to the

USSB

Board & Staff to publicly endorse CA Senate Bill 562, the Healthy California Act. After discussion, it was determined that without a clear mandate from the Congregation, as is the case with the USSB position on Climate Change, the Board does not have the authority to send endorsement. Melinda will suggest to Bart that he meet with Julia for guidance in best way to bring the request for support to the Congregation.

B. Board Monitoring

1. 2.4 - March Financial Dashboard & Report from FC (Item C) - In October and November it was evident that USSB would not meet its financial goals so Erin & staff adjusted the working budget of program expenses.
2. 2.4 - Q3 16-17 Budget Review (Item C) Misc. - Donations category exceeds budget due to the success of the Annual campaign.
3. 2.7 – Insurance Coverage - USSB coverage is usual & customary for a non-profit. Erin has done price comparisons & current pricing is best available for the coverage.
4. 2.5 – Multi-Year Plan Review - The Multi-Year plan will replace traditional, cumbersome long-range planning. Julia will bring a Multi-Year Plan review process based on the Society’s six Ends to the Board for review and vetting.

C. Finance Report

1. March Financial Dashboard & Report from FC - No changes from last month.
2. 2017-18 Draft Budget Discussion - Erin reported that pledges under the new system have been coming in at an avg of 6% increase. If this pledge level continues, the \$420,000 budget revenue will be met . The Board will recommend, by majority vote, the \$420,000 budget to the Congregation for adoption at the Annual Meeting, June 4 .
3. Q3 16-17 Budget Review - see above.
4. Appointment to Audit committee – In preparation for the June 30, 2017 audit, Noling requested that the Board re-appoint the current members of the Audit committee. The Board voted unanimously to reappoint the current Audit Committee:

Mike

VII. Closing Reading – Cheryl Snell, T.S. Elliot “Four Quartets”

VIII. Process Checker: The Board operates in a respectful way that includes everyone's opinions within the scheduled meeting time.

IX. Adjourned

7:30 p.m.

NEXT MEETING: May 23, 2017

Minutes Submitted: Bonnie Lassen, April 26, 2017