

Unitarian Society of Santa Barbara

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

Board of Trustees Agenda

March 28, 2017 Jefferson Hall 1535 Santa Barbara Street, Santa Barbara, CA

Attendees: Melinda Staveley, Board President; Keith Strohmaier, Treasurer; Bonnie Lassen, Secretary; Craig Bennett, Eileen Bunning, Charlene Little, Cheryl Snell, Onolee Zwicke, Rev. Julia Hamilton, Rev. Caitlin

Absences: Susan Plummer, Vice President; Erin Wilson, Director of Administration

Process Checker: Marisa Pasquini

Time Keeper & Parliamentarian: Charlene Little

I. **Opening Reading** – Charlene read from the Native American tradition.

II **Check in**

III. **Open Forum:** No one present.

III. **Minutes – February 28, 2017**

Charlene moved and Eileen seconded acceptance of minutes as read with typographic error corrected: *budge to budget*. Motion carried.

IV. **Additions/Deletions to Agenda**

None requested

V. **Executive Report - Rev. Julia**

Julia reviewed key elements of written report:

- Action item for Block Grant advocacy to support SB County Warming Centers. Julia requests we use the letter in the Board packet when calling our congressional members concerning Community Development Block Grant (CDBG) Program and HOME Investment Partnerships (HOME) Program in FY 2018.
- Immigration Justice is a focus of our attention right now. It is an opportunity to build USSB relationships with our faith and social justice partners. There are several local organizational workshops and information sharing happening over the next few weeks. The faith based community is in process of determining what aspect(s) of this work it can be most impactful.
- Board Statement on DAPL Divestment
Divestment letter is going to City Council (in Board packet). USSB Congregation previously voted to divest already, so the Board is authorized to take action to show more publicly USSB's support letter on behalf of the entire congregation. The letter will be signed by Melinda, Board president, on behalf of the congregation. The Board confirms this action.
- The USSB Annual Report traditionally printed for the annual meeting has not accurately reflected year-end financials or program activities because it is printed in May for the Congregational Annual Meeting the first week in June; therefore it does not include the last two months of the Society's fiscal year. For this reason, it was recommended by the Board Treasurer, Lead Minister, and Administrator that the actual USSB 2016-2017 Annual Report be printed & distributed at the end of the summer, when the year's fiscal books are closed and program reports are in. During this year's Congregational Annual Meeting, short verbal reports of the financials y-to-d and programs still in progress will be made by the appropriate leaders of those programs.

VI. Policy Governance

A. Board Monitoring/Finance Report - Keith

1. 2.4 - February Financial Dashboard & Report from FC

- Projection as of March 17 is improved.
- There have been large expenses/purchases. The new server was \$6,000.
- Expenses over \$500 will show differently on the financial statement, which better explains the situation than cash in/cash out.

2. 2.4 - Draft Budget Presentation

- Erin, Keith and Julia working with the Budget Planning Committee have covered all the ground necessary to be clear and transparent.
- There will be two budgets presented to the Congregation, which have a difference of \$20,000 (\$15,000 for staff and \$5,000 for denominational support).
- The higher budget sustains current programing and staffing.
- The lower budget would require cuts in both programs and staffing.
- Erin and Julia will make the presentation to the Congregation on April 9th after the second service. Julia emphasizes that the choice to grow is a choice the congregation will make or not. The April 9 information meeting will be a programmatic budget presentation. An increase of 2% is necessary to support the lower budget. Pledges need to increase by 6% for the larger budget to be improved. It was pointed out that such an increase is unprecedented in recent years and may not be supported by the Congregation. It was also pointed out that the Congregation has the capacity if there is the will to support the 6% increase. It was also pointed that this still will not bring USSB to Fair Share contributions to the District or UUA. The Board voted in support of this approach to the budget process and presentation to the Congregation.

B. Consideration to Remove Treasurer from Audit Committee (Board policy 3.7.3) - Keith

To reconcile current policy with actual and best practice.

- Historical practice has been to not have the USSB Board Treasurer on the USSB Audit Committee. It is customary to consider this a conflict of interest.
- Motion: Remove the Treasurer from membership on the Audit Committee in USSB Board Policy 3.7.3. Charlene moved and Craig seconded; motion carried.

C. Board Discussion Topic: Ownership & Leadership – Feb & March

- Nominating Committee Report
- April Meeting: 2nd photograph of Board members; Review Annual Board Report; Finalize plan for June EOY meeting; Susan to chair May meeting in Melinda's absence

VIII. **Process Checker Observations:** Excellent process. All members spoke & all opinions were heard respectfully. "This Board should train other boards."

IX. **Closing Reading:** Cheryl read from Active Hope by Joanna Macy and Chris Johnstone.

X. **Adjourned** at 7:45 PM

NEXT MEETING: April 25, 2017

Respectfully submitted by Bonnie Lassen, Secretary April 3, 2017