

Unitarian Society of Santa Barbara Board of Trustees Minutes

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

Date: 9/25/18

Time: 6:00-8:00pm

Location: USSB, Jefferson Hall

Attendees: Keith Strohmaier, Board President; Chris Shorb, Vice President; Onolee Zwicke, Secretary; Jack Rief, Treasurer; Cheryl Snell, Mike Ristow, Kir Zecher, Mike Gorodezky, Erin Wilson, Director of Administration

Absent/partial: Rev. Julia Hamilton and Bart Woolery (Process Checker) were absent; Craig Bennett arrived at 6:15

Guests: (none)

Process Checker:

Refreshments: Kir Zecher

Note Taker: Tracy Freeman

Opening Reading:

Cheryl shared a poem from The Crown 'Aint Worth Much entitled "It's a Good thing humans don't hold fear in their skin the way dogs do"

I. **Called to Order** (6:03)

II. **Check In/Ice Breaker**

Several Board members shared. Jack announced his engagement to Marisa and read Carol's comment from the last meeting regarding accepting the congregation's trust.

III. **Open Forum** (6:12)

Jack made a remark regarding Blake Lounge not being accessible. Cheryl suggested raising funds via Chalice Circle.

IV. **Consent Agenda**

Approval (9/25, 6:15) Motion by: Mike Seconded by: Craig Motion approved.

Approval of Minutes – August 28, 2018*

1. 2.2 – Facilities Accessibility*
2. 2.7 – Facilities Report (Buildings & Grounds Maintenance)*
3. 2.7 – Safety & Security Report*
4. 2.3 – Employee Review Schedule*
5. 2.3 – Employee Policy Manual*

V. **Additions/Deletions to Agenda**

None

VI. **Executive Report*** (6:17)

Erin reported on auction planning

Shared that \$70,000 in matching funds has been secured and that we've added to the Chalice Circle

Passed around thank you cards for John Warnock, Gary Welterlain and Gun Dukes

Announced that Generosity Sunday will be on 10/28, 6pm, and encouraged the Board to attend (reminder to follow)

Also noted there have been many staff transitions (need to check spelling of names):

- Added Director of Congregational Life, Maureen Foley
- Transitioned Christina Boardman from Youth Coordinator to RE Coordinator
- Nick Filzen, Intern is now on board
- New Freedom Warming Center North County Lead, Jon Diaz
- Colin Donovan brought on as Youth Coordinator
- Event staff contracted for on-site weddings (2 individuals), working with John, will allow for consistency

Unitarian Society of Santa Barbara Board of Trustees Minutes

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

- Americorp volunteer Angel Lopez brought on in North County
- Alaina Haynes moved from childcare worker to RE

Erin also announced we've been invited to apply for \$250,000 - \$300,000 in HEAP funding (out of a pool of \$9 million) for emergency shelter programming. Would be utilized to help close the Warming Center funding gap.

Chris thanked Erin and Eden on behalf of Tammy for extra work around auction planning.

VII. Policy Governance

A. Board Business/Discussion Topics (6:26)

1. Treasurer's Report - Discussion

Jack reported the Finance Committee discussed doing a deep dive with Erin on one section of the budget each month then providing that update in the Board meetings (Erin to provide outline suggesting areas to cover). Finance Committee will discuss its charter.

Another topic of discussion for the Finance Committee was creating a wish list of items which don't fit into traditional categories. Cheryl suggested connecting with young families to access needs/wants. Board agreed will need to assign responsibility for each item once list is created. Onolee noted Board makes policy, doesn't spend dollars.

Board discussed ways to be transparent and accountable with gift money, Erin noted that celebrating gifts inspires additional giving.

2. Unrestricted Bequest Designation Policy – Discussion/Motion (6:41)

Keith walked through a summary of past meetings and discussions both pro and con on unrestricted bequests designation. Board members had a lengthy discussion, including suggestions for specific changes and more data analysis. Discussion included having the Northman property fall under this policy. Onolee made a motion that the board adopt a policy change for unrestricted bequests over the amount of \$40,000. Mike G. seconded and proposed an amendment ("review in three years"), Mike R. seconded the proposal for the amendment. Following discussion, Onolee called for a vote on the amendment -- unanimous yes. Following additional discussion, the final motion was put on the floor:

"The Board of Trustees shall designate the first \$40,000 of any *unrestricted bequest* received by the Society as follows:

- 25% as Miscellaneous Income to USSB operating budget
- 75% as Board-Designated contribution to the USSB Endowment.

Any remaining unrestricted bequest amount shall be designated at the discretion of the Board of Trustees for non-operational use. This policy shall be reviewed in three years. "

Final vote was 7 yes, 2 nay. MOTION PASSED at 7:57.

3. Congregational Ends Survey - Discussion (moved to October meeting)

4. Board Retreat – Discussion (7:58)

Unitarian Society of Santa Barbara Board of Trustees Minutes

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

To be held at 2707 State Street from 9:30am – 4:00pm.

- VIII. **Items moved from Consent Agenda** – (none)
- IX. **Process Checker Observations** – (none)
- X. **Closing Reading** – Chris read a John Claire poem on Autumn.
- XI. **Adjourned** at 8:03

Next Board Meeting: October 23, 2018 6:00-8:00pm in Jefferson Hall