

UUP Board of Trustees Meeting: December 7, 2017

Present: David Perry, Dean Watson, Marlene Abel, Sharon Davie; **Absent:** Ed Hootstein

1. Meeting Times

- Next BoT meeting will be Thursday January 11 at 3:30 pm; location tbd. Future meeting times will be discussed at that meeting.

2. Gift

- Ken Ogren has generously donated \$10,000 seed money aimed at moving our congregation to a 3/4 time minister in the future. It is expected that the Congregation will match this gift separately from our ongoing stewardship obligation. The monies and any match will be kept in a separate fund solely for the purpose of growing professional ministry. Our goal is to have \$40,000 in this fund by the end of 2018.
- Sharon and Dean will come up with a proposal and run it by Ken Ogren concerning any future gifts Mr. Ogren may choose to make.

3. Search Committee

- David will notify the SC re the gift from Ken Ogren.
- Mary will act as BoT liaison to the SC.
- The 2017/2018 budget already includes \$500 for use by the SC.

4. Stewardship

- Sharon advises that she has been unsuccessful in locating a person willing to take on next year's Stewardship campaign.
- Dean will ask George Beeler
- David will ask Lisa Nosal and Luigi Petrigh
- Sharon laid out a detailed plan for what needs to be done in upcoming Stewardship campaign emphasizing the need to begin soon and noting last year's March beginning was too late.
- It was agreed that the BOT needs to get started on next year's budget ASAP.
- Each BOT member will ask each committee to whom they are a liaison to provide their budget requests for 2018/2019 ASAP.
- The January BOT will devote major time to budgetary matters.

5. TWaUUP

- We need to provide a substitute for the message in TWaUUP previously written by Rev. Theresa
- David and Marlene agreed to write occasional messages
- Suzanne Kimmel writes one article a month (for the 2nd Sunday)
- David will ask committees to submit a short piece which can be run as space is available. This will also allow committees to advertise to the congregation what they are up to.
- Marlene will do the 12/14 article on the Guest at our Table campaign.
- Dean will ask the Worship Associates for an article.

6. **Finance Committee**

- Marlene advised that Carol Crabill has agreed to serve on the committee. We don't know how much Linda Conley will be involved in the future. Marlene will be a member of the committee. We need additional members. Dean agreed to help out in a pinch.
- We need to find out who is responsible for sending out member pledge info at the end of the year.
- We have been unsuccessful in finding a volunteer bookkeeper. We agreed that we need to hire a bookkeeper and note that \$2048 was budgeted this year for payroll / QuickBooks
- Dean will check with UUP Santa Rosa on who they use as a bookkeeper.
- David will check with UCC

7. **Minister**

- It was agreed that the disability termination section of our contract with Reverend Theresa applies. Reverend Theresa's last day with us was Dec. 3 2017, therefore we are obligated to pay her Through February 3, 2018.
- David will notify Berkley re paying Rev. Theresa.

8. **Staff Supervisors**

- Until we have a new minister the BOT will need to take over supervision of staff.
- Suzanne will be supervised by Dean
- Denise will be supervised by David
- Bookkeeper tbd
- Will Johnson: supervision unnecessary (David Dodd is liaison)

9. **Board Retreat**

- We agree that we will need at least a 1/2 day, separate from a BOT meeting to deal with deeper issues included in Reverend Theresa's last ministers report.
- Dean will run a survey to determine a time early next year when we will all be available.
- David will contact Rev. Christian to see if she is available to facilitate either in person or by Skype.

10. **Fun and Fellowship**

- Marlene presented a request from Fun & Fellowship that there be an official Fall kickoff to the church year that would include the Water and Stones Service as well as the All Church picnic, as well as input from committees and announcement of a year-long calendar.
- There was no objection to this idea.
- Dean will run idea past WA committee

11. **Congregational Retreat**

- The site where we planned to have our 2018 Memorial Day Retreat is no longer available due to fire damage. The second choice site burned to the ground.
- The ad hoc site committee of Dianna, David, Marlene and Mary will see if a substitute site can be found.

Closure 3:35 pm