

Minutes of Meeting of Board of Trustees of  
Westside Unitarian Universalist Congregation

July 11, 2012

The meeting was held in the Fireside Room of the Congregation's church building at 7141 California Avenue SW, Seattle, Washington, and was called to order by President Jill Fleming at 7:05 p.m. with chalice lighting and opening words by Jill. Eric provided delicious chicken, salads and dessert (made by his wonderful wife, Wendy Swyt).

Present were President Jill Fleming, Secretary Karin Cumming, Treasurer Matt Aspin, Trustees Laura Matson, Joe Rettenmaier and Eric Winiecki and Rev. Peg Morgan. Vice President Candace Sullivan was traveling and unable to attend. Jill asked each of the Trustees to introduce themselves and we each described our relevant experience and history and activities with the Congregation.

Jill reported that the minutes of the June 6 board meeting, as well as the May 2 and 9, 2012 board meetings had been distributed to the members of the Board for review. Upon motion duly made and seconded, the minutes were unanimously approved as submitted.

Treasurer's Report

Matt distributed a reconciled report for end of fiscal year 2011-2012. The bottom line indicates that we were over budget because of lower reported revenue but that included a much lower-than-budgeted transfer from the Building Fund that did not quite cover the difference between substantial increases in other income and the expenses. Peg pointed out that the rental income from the preschool as shown in this report is only for eleven months and pledges in the amount of \$3,425 were dropped down to Prepaid Next Year Income. She also commented that salary line items do not come out even because of payroll dates. Jill suggested we include a column for percentage of budget as in the prior year. A Treasurer's Report for the three-month period June 1 to August 31 was also distributed and it was agreed that it should be only as of the end of the prior month in the future. Upon motion duly made and seconded, the treasurer's report was accepted unanimously.

Minister's Report

Rev. Peg had distributed a report, a copy of which is attached to these minutes.

Retreat Follow-Up

Jill asked each board member to pick one of the four goal areas in the strategic plan that is in the process of being written. Laura chose "*Refining* our Infrastructure," Matt chose *Refining* and "*Ensuring* our *Financial Stability*," Joe chose "*Maintaining* our Close-Knit *Community*" and "*Enhancing* our *Building*", Eric chose *Building* and Karin chose *Community*. Jill chose *Community* and *Financial Stability*. Jill said that she would talk to Candace about her preference.

Leadership Day

Jill suggested we schedule half a day, inviting all people in leadership positions, to cover nuts-and-bolts information (reimbursement, facilities and equipment), calendaring of activities and events for the church year and communications. The leadership topic for the Board could be congregational size issues. September 8 was selected as a good date, 9 am to 1 pm with light refreshments for social time. It should include all people in the Leadership Directory on the web site and we should provide public notice in case any others might be interested. Jill distributed a rough draft of an organizational chart showing relationships between the Congregation, Board, Minister, support staff, councils and committees and suggested that it could be a starting point for refining our infrastructure. Laura suggested that it will be good to give the leaders an idea of the infrastructure changes before they happen, that is, to start educating them as to the changes that are necessary in progressing from a family-size to a program-size church. Eric suggested that we present to the leaders some proposed diagrams for their consideration. Joe suggested that we call it "Open Leadership Day."

### Report on General Assembly

Jill reported that GA was mostly on social justice issues around immigration. Every year they vote to select a study action issue and this year chose Reproductive Justice, Expanding our Social Justice Calling. They passed a responsive resolution requesting removal of the doctrine of discovery (using religion as an excuse to colonize the world) from our international policy. An overall theme was right relations and how that guides our treatment of other people.

### Committee and Task Force Updates

It was agreed that we need regular reports from committee and group leaders and should continue our request for bi-monthly reports from them, divided into two groups, each reporting in alternate months.

Laura reported that the Membership Committee will be taking over UU Connects from Jeannette Jacobson.

### Board Role in Welcoming DRE Natalie Briscoe

Peg reported that the DRE search team is converting to a DRE transitioning team, including introduction of her to the board at its meeting on August 8 and on September 9 we will have the installation service. Joe Nabbefeld is helping them find an apartment. Stina Lane-Cummings is helping by keeping the RE rooms stocked with supplies. Peg will arrange for change of the sign to delete Kari's name and order business cards for the new DRE.

### Thank You Notes

Thank you notes were written and signed for Amy Hance-Brancati and Heather Hisatomi for their leadership on the RE Council, Ellen West for leading our annual canvass, Pat Dougherty for the excellent food service at the Strategic Planning events and Wendy Swyt for the delicious food at the board meeting tonight.

### Adjournment

The meeting adjourned and Joe extinguished the chalice at at 9:05 p.m.

Minutes recorded by Karin Cumming, Secretary

## Minister's Report

July 2012

### ADMINISTRATION:

Bookkeeping is going well.

Laurie, our admin assistant is taking Friday off as a leave day, so don't expect the regular 10-1 phones, though I will be around and will answer the phone if I'm not meeting with someone. Last week Laurie made updates on many web pages; we reviewed each page for out of date names, documents, etc. The giving page accessed through "Get Involved/Ways to Contribute" is revised pretty drastically. Check out the music section too; it has the Earthrise Chamber choir described.

The Committees page needs someone's attention. If someone wants to take that on, feel free. Otherwise some day I'll get to it.

Laurie did a report for me of where newcomers heard about us...as indicated on their yellow "Welcome" card. The top two sources were "a friend" and "web site".

Handi-Persons: Today we started our first Wednesday morning Handi-woman-man sessions. We concentrated on deep cleaning of the kitchen...happily supervised by our co-lead in the kitchen, Charlotte House. We will continue to have people show up on Wednesday mornings to do whatever needs doing.

Dan Gage is a new person in our community and a handi-man. He fixed the Fireside room window that wouldn't roll. He's a gem and very generous with his time. He has just about finished the wall board patch in my office and in the RE office where the new heaters on the wall were smaller than the old ones. He's smearing and sanding and will paint. Lyn Pullen, a fine pianist who came to us from the Rainier Valley congregation is also handy, and 80+ years old! He has finished my baseboards (Something I've wanted for two years!). Of course Cliff continues to do a lot around the place, having just purchased a new vacuum cleaner for us and attending to lights and plumbing problems.

"Rental" in Fireside: on Thursday evenings for a few months we will have a support group run by two private therapists. They will be making a \$50 donation each evening. At least one of our members in the support group. They also will use Fireside every other Tuesday evening with the same arrangement. If we have a congregational need for that room that can't meet elsewhere they are willing to go to the library room upstairs or cancel their group.

### PROGRAMS:

The Women of Wisdom group continues into its 10<sup>th</sup> month with 10 women participating; we have been remembering each decade of our lives for significant experiences and wisdom gained. We will be concluding the group this fall. Women have expressed that they have learned some things about

themselves, and that they have been able to let go of long held difficulties. Another positive is the authentic sharing between the women creates bonds.

New RE Director: Natalie is packing up her Texas home, throwing it all in a POD and will be here late this month with a couple friends to help her. Husband Sean will follow with the car. It will be great to see her!

Summer RE: I can't say enough good about Betsy Lowry, our Summer RE Coordinator. I mean that in the positive sense! She has all the right instincts and does more than contracted for. I think the kids are enjoying the various topics.

Spiritual Study Group: decided to continue all summer. We have around 12-15 people for that each month, third Monday night.

Pastoral Care Team: continues to meet monthly organizing itself. We have Team members who each take a week at a time, checking the pastoral care needs voice mail; and responding to any referrals from others. If someone has an on-going need they line up a care-coordinator and the cluster is notified. We could use more care coordinators...the folks that schedule meals or rides for a while.