

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

March 14, 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 by Vice President Jill Jackson.

Present were President Jill Fleming, Vice President Jill Jackson, Secretary Karin Cumming, Treasurer Melissa Lang, Trustees Candace Sullivan and Cliff Houlihan and Rev. Peg Morgan. Trustee Michael Armstrong was absent.

The minutes of the February 8, 2012 Board Meeting had been distributed. Melissa's corrections, along with those of Jill F., were agreed to and upon motion made and seconded, the minutes were approved as submitted with those corrections.

Treasurer's Report

Melissa had distributed the February and March to-date 2012 income, expense and budget reports and a balance sheet. Melissa and Jill F. expressed delight in seeing that we are over 75% to date on pledge and other income. Melissa had been soliciting budget requests from committee chairs and has been getting feedback. She is looking to see what needs to be transferred from the building fund to the operating fund for debt service and said that we may be able to hold back \$16,000 of the \$54,000 budgeted to be transferred from the capital account to the operating account for capital projects. She reported that in this third year of the \$710,000 capital campaign, \$95,000 is outstanding and she will send a reminder after the pledge drive. She suggested we have a special board meeting to review budget requests in order to approve the information in time to distribute prior to annual meeting and it was agreed to have the meeting on Wednesday, May 2, as well as offering the congregation a special session with Melissa and Jill F. after Sunday Service on May 13. Upon motion duly made and seconded, the Treasurer's report was accepted unanimously.

AV Proposal

Jill F. distributed a revised proposal that eliminates the requirement for a new computer but adds sums for software, setup and training, and a contingency, and suggested we round it off to \$2300. For the source of those funds, she reported that the Sunday Services Committee has identified \$1700 savings in their budget and we received a memorial gift of \$1000, which is in the building fund. Upon motion duly made and seconded, it was unanimously agreed to increase the total budgeted for the system to \$2300, to be funded by \$1700 savings in Sunday Services budget and the balance from the building fund.

Minister's Report

All is going well. Rev. Peg has been working on establishing the Pastoral Care Committee, quite a lot of

interest has been expressed and volunteers are expressing interest in being responsible for certain activities, which means she can just contact those coordinators when clusters cannot meet the needs.

DRE Report

Kari had distributed a report, a copy of which is attached to the minutes.

DRE Search

The search committee has a couple of applications, are working on rating sheet and questions and will be meeting right after 20th to evaluate what we have. Nan Fawthrop who works in management at Swedish Hospital has offered to help with setting up the process to evaluate the applicants.

Pledge Drive

Ellen West distributed a proposal setting forth the theme, process, strategy and goals she is proposing as pledge drive chair, along with a fact sheet, pledge history, budget, income and expense information. She was pleasantly surprised to find recruitment of canvassers went well, some had volunteered based upon the announcement in the order of service and she was expecting at least two trustees on the board to be canvassers. She said Alice Britt is working on designing a poster, upon which stickers could be placed as to names of persons pledging, and stickers could also be placed on name tags. Upon motion made and seconded, Ellen's proposal for the Pledge Drive 2012-2013 was unanimously approved.

Strategic Plan

Jill J. reported that questions for pledge drive canvassers will include personal and congregational questions. Her committee members are Laura Pierce, Michael Cox, Alice Britt and Arline Borella. Facilitators include John and Viv Monahan, Tracy Burrows and others, including some to be recruited, with Pat Dougherty and Mary Houlihan on logistics planning, After World Cafe on April 21, there will be house meetings, meetings with committee chairs, and a meeting with board and staff.

Building Improvements and Alterations Issues

Jill F. distributed a master plan process outline and a list of projects/problems currently identified, not ranked or prioritized. She is thinking this will require a task force. She suggested we consider ways to obtain input from the congregation through the strategic planning process.

Social Hall Task Force

Candace had distributed commentary and recommendations she prepared for consideration by the board with a view to positioning WSUU to be a destination for same-sex marriage ceremonies, entitled "Operation Marriage Equality Initiative," a copy of which is attached to these minutes. Upon motion duly made and seconded, the establishment of that initiative was unanimously approved.

Committee Report Review

Candace reported that JJ needs help with job descriptions and biographies for UU Connects. Jill F. commented that the reports the board received were very informative. A discussion ensued regarding need for clarification as to budgeting process and source of funds and fundraising.

Consent Agenda

Jill F. distributed commentary for review and suggested it may be best taken up by our new board in June.

GA Youth Scholarship

Jill F. reported that one of our members wants to sponsor a youth to attend General Assembly and we need to have a process for it. It would include cost of travel to Phoenix and registration. It was reported that Rev. Barbara Morgan, chair of Global UU, has expressed interest in this area and Jill F. said that she would contact her in that regard.

Thank You Notes

Board members wrote and signed thank you notes to Matt Aspin for managing Team Clean, Cynthia Townsend, for a year and a half of emptying recycle and refuse containers, and Janet Cermak for her lovely music, and Mark Newton for his pastoral care as our volunteer chaplain.

Adjournment

The meeting adjourned at 9:45 p.m.

Minutes recorded by Karin Cumming, Secretary