

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

March 13, 2013

The meeting was held in the Administrative Office of the Congregation's church building at 7141 California Avenue SW, Seattle, Washington, and was called to order by President Jill Fleming at 7:20 p.m. with chalice lighting and everyone checking in. Laura Matson provided delicious homemade pasta and apple pie.

Present were President Jill Fleming, Vice President Candace Sullivan, Secretary Karin Cumming, Treasurer Matt Aspin and Trustees Laura Matson and Joe Rettenmaier. Also present were Steve Becker, Membership Chair, with respect to the Leadership Development Task Force, and Betsy Lowry, Director of Religious Exploration. Trustee Eric Winiecki was absent. Linda Tally joined the meeting later for discussion of Sunday charity collections.

Jill noted that corrected minutes of the January 9, 2013 board meeting had been distributed to the members of the Board for review, along with proposed minutes of the February 13 meeting. Upon motion duly made and seconded, the corrected January minutes were approved unanimously. Jill noted some corrections needed in the February minutes and upon motion duly made and seconded, the February minutes were unanimously approved with those corrections.

Treasurer's Report

Matt distributed a copy of the Treasurer's Report as of February 2013 for the General Fund. He noted that auction income is in this report. We are about \$10,000 over budget on the bottom line does but it does not include a third planned annual transfer from the Building Fund. Jill said more auction expenses may be coming. We should be at about 75% of Annual Budget and are a little under that for both income and expenses.

Matt reported that the Finance Committee met, attended by Ellen West, Jill, himself and Paula vanHaagen as committee members. Michael Armstrong attended as a guest because of a particular interest. There was discussion of policy and the budget. For transparency, it was agreed that meetings should be open to the congregation and minutes of committee meetings should be posted. For the time being, the Treasurer will chair the Finance Committee. The most immediate task is budget work.

Upon motion duly made and seconded, the Treasurer's Report was accepted.

Community Building Day

It was reported that the leadership workshop was well attended, but some people expressed confusion about whether or not it was meant for them to attend. Despite the various ways that it was advertised to the congregation, such as eNews and Order of Service, apparently the message did not get out except for the people that we personally contacted. There were comments that too much time was spent on

people introducing themselves. Jill said that the discussion Peg led regarding program size was very helpful.

Minister's Report

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

DRE Report

Betsy distributed and discussed her report (attachment available from Betsy). She added that she has been working with Bert and has exciting ideas for youth music, including an ad hoc band to perform on June 9. Serious middle school and high school musicians will be playing together. With respect to fundraising, the Board approved soup lunches and designated cookie sales but suggested she confer with the Social Justice Committee regarding a donation jar, adding that we may want to make the Heifer International initiative a special Sunday collection. With respect to additional space needs for next year, Jill noted that the Building Committee would be meeting later this month.

Leadership Development TaskForce

Steve Becker distributed a Final Report and discussed its contents. Candace suggested we may also need a short-term program for immediate need of people who want to become involved at a leadership level, such as committee chair. Jill suggested we proceed in three areas: (1) the Report's 3-hour workshop in September, (2) the ministerial intern this year who maybe could work with this task force to develop modules that could be included, and (3) go further with notion of mentoring. Candace suggested the Report be made available to the congregation for review as a major initiative contemplated in the Strategic Plan, in order to engage interest and obtain any additional comments, noting that this is part of the Strategic Plan in looking at what the leadership needs are. Steve will put together an agenda for the 3-hour workshop, curricula and materials. Candace suggested it be done quarterly, maybe starting at the end of April or early May. Steve concurred as to the first week of May.

Sunday Collections

Linda Tally distributed another breakdown of Sunday charity collections, as discussed in Rev. Peg's report. It appears that it is not affecting our church income but we need to decide whether to continue allocating one-half of undesignated contributions as opposed to all of such contributions one Sunday only, and whether to have four different charities or one charity each month, or maybe themes to promote certain types of charities. Linda recommended four Sundays with one charity per month or on her discretion. The policy would be that we split our take with a charity, and leave discretion to distribute to a designated person. Joe suggested that the Social Justice Committee be involved in the decision-making. Upon motion duly made and seconded, it was unanimously agreed to continue the weekly split and Linda was asked to come back with a policy and procedure for board approval. However, Candace then suggested it be made available to the congregation for review and input; that is, to authorize Linda to set forth policy and procedures for Jill and Peg to review and post it for review and feedback before our next board meeting. In other words, the short-term decision is to do it every

Sunday and write up policy and procedure we are proposing for future selections, announcing that the Board is considering adopting this or a similar version at its next monthly board meeting.

Pledge Drive Update

Laura Pierce's recent mailing received high praise as to presentation, wording and information.

Delegates to PNWD annual meeting (at Pacific West Regional Meeting)

Jill reported that four delegates can attend, in-person or remotely, and we need to designate them by April 11. Jill said she and her husband, Steve Burrows, would be attending and Joe and Betsy said they would be interested in attending.

Common Quest

Candace distributed a recommendation to eliminate the \$5.00 donation for Common Quest. She suggested we also post this policy on the web site and announce that we plan to adopt it next month.

Social Hall Modification

Joe presented information about the proposal to install a base cabinet from the kitchen counter opening to the door to the parking lot to hide recycle/garbage bins, including a drawing by Rob Fenwick. It was reported that Alice Britt, Jill and Rev. Peg approached Rob about getting a bid to bring to the Board. His labor cost is \$18 an hour. The estimate for making cabinets is \$2100, the cost of countertop is \$900-1200 depending on the material we chose and he presented some color choices. Joe said that the total cost is coming to about \$3500. Jill suggested it go in front of the Building Committee. Upon motion duly made and seconded, Joe was unanimously authorized to compensate Rob for his time in drawing up the proposal.

Adjournment

The meeting adjourned at 9:30 p.m.

Minutes recorded by Karin Cumming, Secretary

Minister's Report
Rev. Peg Morgan
March 2013

Here's a report for your meeting in March! Peg

MINUTES CORRECTION—ACTION NEEDED

The January minutes imply that a donor gave money for the AV booth troubleshooting. The accurate statement would be a donor gave the church \$6,000 which we put in a discretionary account labeled "Donation for Board Discretion" or something like that, for what the Board wished to allocate it for. In the midst of all the very serious trouble we were having in the AV booth with power and sound problems, the Board decided to draw from that donation to pay for the troubleshooting professional AV person to come in. I heard that it was misconstrued to one member in the congregation to be "a member donated for the AV professional", and I corrected that with him, but he said that was what he was told by a board member. That is an easy thing to get a little confused. But it makes a difference to that parishioner...it wasn't a person with money making things happen. It was a person with money being nice to the church, and the board seeing a need and utilizing their discretionary money. To my knowledge the donor doesn't even know how the money is being spent. They just had some extra money in December to give to charity...and let us decide. This donor did say they wanted to give \$4,000 to go to the Intern, giving us \$10,000 all together. So I hope those January minutes will be corrected before being posted on the website. Maybe something like "The Board voted to approve the AV work to be paid from a gift designated to be used for whatever the Board feels is needed."

STAFFING and VACATION

I'll be gone on vacation 3-3 to 3-19 in the morning. Jill Fleming and Mark Newton know how to get a hold of me unless I am climbing on a glacier.

Betsy will probably be gone two times while I'm gone:

March 6 -- afternoon to March 9 (retreat)

March 14 -- evening to March 17 evening (Renaissance Module, Philosophy of RE in NC)

Otherwise Betsy and Laurie will try to field all the various questions I now get, and will figure out who to ask if they doesn't know the answer!

Pastoral concerns can be called in or emailed to the pastoral team; emergencies can be referred to Rev. Mark Newton.

BUILDING FUTURE—action???

I strongly recommend that the board ask Joe Nabbefeld to touch base with both the arts building owner behind us and the brick apartment building owner just north of our parking lot to make sure they know we would like first option to buy...or however he as a savvy negotiator thinks it should be discussed with them. Should we also consider the houses just across the alley??? This is not to make a decision to buy, or to pre-empt the building processes of this next year, but it is

to keep our options open to solve our very very real RE classroom problems. If one of those properties came available...there would be energy to make it ours. We know what we are made of!

SUNDAY SERVICES

This committee is meeting an extra evening in Feb and March to go in more depth around the topic of worship in program size church.

INTERN NEXT YEAR

Our ministerial intern, Michelle Conklin may show up now and then before August 1st which is her official start date. She will attend the Sunday Services meetings to learn from us as we discern how our worship services should continue to evolve in a program size church. I hope soon to have her Learning Agreement to share with you. I am confident that her value in so many areas will be outstanding. More later...

CHARITIES—ACTION NEEDED

In January we determined that we took in practically the same amount of money for the church as usual, while raising \$1000.00 for West Seattle Helpline, by sharing the basket. In February, our experience with 4 different charities was....

First Sunday: Burundi Fire Relief via International Council of UUs: 466.98 to charity \$401.97 to general fund (a couple people said 100% of their donation should go to charity)

Second Sunday: Nickelsville Laundromat project: 226.38 and to general fund 201.37

Third Sunday: Mary's Place: 259.01 and to general fund: 209.01

Fourth Sunday: Southwest Youth and Family Services 230.38 General Fund 230.37

So the conclusion seems to be that we are bringing in the at least the amount to general fund each month (850.00) as we used to get when taking 3 weeks worth and then giving all of one Sunday's undesignated gifts away... even though now we give ½ away each week, and we do more for charity. So the question is, how to proceed? One charity a month? 4 charities a month? do you delegate that decision to Linda Tally? What is the Board's policy need here? I lean a bit towards one charity a month as we make a bigger difference to them (1000.00 compared to 200.00)...but maybe we don't have to do the same thing every month...I think Linda is coming to your meeting. Either way, the Board needs to move this subject on now that we have tried both types of months.

WEDDINGS

The wedding team is working hard. Alice Britt, JJ, Cynthia Becker, Joanne Cook...with Candy urging them on. We are developing template contracts including all the policy and rule information that the previous rental committee adopted, but in an understandable agreement, listing the services and fees, payment schedule and rules/regs in that order. There is a lot of detail, and we should be grateful to that team for their work. JJ will fulfill a role of Wedding Host on the day of the big wedding we have on July 6 (150 people) which will bring in \$2000.00 to the

church including my \$350 fee. We have a smaller former Rainier Valley member who lives out of state wedding on June 13 (a Thursday evening)...which we gave a reasonable deal...20 people max coming, only using the sanctuary minimally, then a dinner downstairs on a Thursday evening prepared by friends...I reduced my fee for them to \$200, they are paying \$300 for facility and dish washer+ 150 for our pianist to play, and Alice and John Britt will be in attendance as hosts and friends. Those are both lesbian weddings. Then I have Michael Cousins and Geoff Tallent ...two men with two children who are joining the church...their wedding is June 15 at a community center near their home in Columbia city area...and another lesbian couple from our church are talking about a Sept wedding. My own son's wedding in Boston is on 9/21! And one more of our people, Jeannie Warner and Debra Duff, a quiet wedding in May at their home.

I think we should have a sign out on California that says Wedding Chapel. We can't have an electronic sign, but we can have other kinds of "still" signs.

PASTORAL VISITORS PROGRAM

We have renamed the Pastoral Listeners program to Pastoral Visitors. Trained are Joe Rettenmaier , Shannon Day, Rand Cufley, Jean Mendel, Rev. Barbara Morgan, and Patti McCall. It was a good day of training on 2/23, and assignments are already beginning. Patti is going to see Joy Pickering, and Jean is seeing Martha Cohen Monday after her relatively minor surgery, Rev. Barbara Morgan is going to see Myrna Morley at her new place at Merrill Gardens.

MUSIC

I'm very pleased that Bert has appointed Glenn Philips, Lisa Maynard and Michael Mothershed to be lead musicians. They will take leadership on music for the week each month when we don't have our paid pianist.

RE

Betsy is doing extremely well, but probably working too many hours...she is very enthusiastic and brings a professionalism and good judgment that I so admire. We are lucky to have her.

SUNDAY CUSTODIAN

I have just authorized Dejon to work a 4th hour each week to clean the kitchen floor, etc. Janet didn't have anyone to do the floor and it had been a few weeks besides other crud stuff in kitchen and pantry. Our original budget was for 4 hours, but I had him at 3 until now...I have been very concerned about the dirtiness, and expected the preschool to say something to me.