

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

May 8, 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 7:05 p.m. with chalice lighting and everyone checking in.

Present were President Jill Fleming, Secretary Karin Cumming, Treasurer Matt Aspin, Trustees Laura Matson, Eric Winiiecki and Joe Rettenmaier, and Rev. Peg Morgan. Also present was Betsy Lowry, Director of Religious Exploration, and board nominees John Britt and Shannon Day. Vice President Candace Sullivan was absent. The below-named committee members joined the meeting to present the proposal and reports as set forth in these minutes.

Approval of the minutes of the March 13, 2013 board meeting had been postponed until this meeting and Jill requested a correction, along with a correction in the minutes of the last meeting on April 10, 2013. Upon motion duly made and seconded, both sets of minutes were approved as corrected.

Treasurer's Report

Matt presented the Treasurer's Report as of May 8, 2013 for the General Fund, and pointed out that we should be at 92%. Peg said that it includes all payroll expense for the current fiscal year. Shannon confirmed that it does not include the rummage sale income and in response to Jill's inquiry, Peg said that the Earthrise raffle will also be income this year. Jill asked if it includes all loan payments for this year and Peg responded in the affirmative. Upon motion duly made and seconded, the Treasurer's Report was accepted.

Minister's Report

Peg asked if we have input on the pastoral intern's schedule and Jill said that if she can do all of it, that would be great. Peg asked if we could entertain a motion to approve Michelle Conklin to do rites of passage as needed on our behalf, which was made, seconded and unanimously approved.

DRE Report

Betsy presented her report, a copy of which is attached to these minutes. She discussed how she spends her time and what she feels her strengths are as DRE and how her time is best spent, which is reflected in the RE Council's budget request for additional support.

2013-2014 Budget

Jill noted that Peg had distributed notes of the meeting the previous Sunday after the service to discuss the budget. Jill said that the consensus was to send out a list of unfunded budget items with a request for additional pledges and Laura noted that we need to prioritize the items in the event less than the

total sum shown on the list is collected. Jill reported that an adjustment of \$700 was needed to balance the budget due to a discrepancy in cell tower income and expense. Betsy reported that there was a surplus in the OWL fund and Jill suggested it be listed in the budget as an income item and then the budget would be in balance. It was also suggested that the coffee and kitchen expenses be combined as one line item. Jill suggested we submit a condensed version for the annual meeting and Joe suggested it just show the totals in each category. Upon motion duly made and seconded, it was unanimously agreed to present the budget as so amended to the congregation at the annual meeting for approval.

The list of additional budget items, sorted by area of activity, was reviewed and after much discussion, the items were prioritized. Upon motion duly made and seconded, the prioritized list was unanimously adopted as the proposed contingent budget. Jill advised that it would be announced and distributed by "e-blast," in the Order of Service and by verbal announcement at this Sunday's service.

#### Annual Meeting Preparation

Jill requested help from board members for Karin in quorum counting and, if necessary, vote counting and there were several volunteers. The plan will be to have voting members sign in prior to the service on Sunday, May 19, and be given, as in previous congregational meetings, a voting wand. Karin was told to contact Tracy Burrows for the slate of nominees, which she will forward to the office, along with the agenda, as discussed, the proposed budget, which Matt will update as described above, and copies of past minutes of congregational meetings for approval by the congregation.

#### Leadership Development Proposal

Jill noted that some concerns had been expressed about the requirement for the training, whether it might exclude those not participating, as well as the time commitment if the full course of training is required. Laura noted that the proposal originally contained a period for assessment of needs and concerns but the Board wanted to eliminate that activity so that it could be implemented sooner. Also, there was discussion about the creation of a standing committee for this program. Upon motion duly made and seconded, the proposal, without the standing committee and being housed under Common Quest until we assess its viability, was unanimously approved, and Steve Becker was appointed as program leader.

#### Sunday Collection Policy

It was noted that there were some requests that the collection policy be changed to one Sunday a month. Laura commented that some new people were impressed with the current policy and what it says about our congregation, and that we may need to make it clear that it is "undesigned" contributions. Betsy commented that we can revisit the policy later, but continue establishing connections with social justice and relationship building. Jill said that she is in favor of going forward, seeing connections to UU values and UU committees. Upon motion duly made and seconded, the policy was unanimously approved,

### Common Quest Fee/Donation Policy

It was noted that any comments made were favorable, and upon motion duly made and seconded, the proposal was unanimously approved.

### Committee Updates

Jill reported that she and Candace had approached potential candidates for Transitions Committee chair, and it was suggested we defer that appointment to the new Board of Trustees.

### Thank You Notes

Thank you notes were written and signed by Board members to Shelby Greiner, Donna Govro and Amy Hance-Brancati for their work on the rummage sale and to Jeannette Jacobson for her work in connection with wedding ministry.

### Adjournment

The meeting adjourned at 10:00 p.m.

Minutes recorded by Karin Cumming, Secretary