

## **Board Meeting March 22 2016**

Present:

Janice M., Melanie C., David S., Ann S., DeeAnne M., Paul S., Cliff A., Barbara F., Rev. Andy B.

Absent:

Guest: Kay

### **Gratitude: Thank you cards**

Start: 18:44

- Late start due to Video Conference technical issues
- No Thank you cards today

### **Mindful Opening**

Start: 18:45

Time: :00

Skipped this to catch up on time.

### **Consent Agenda**

Start: 18:45

Time: :01

1. Consent Agenda Topics:
  - a. February meeting minutes
2. Melanie moved and DeeAnne seconded to approve the consent agenda as written. The motion was approved unanimously.

### **Minister's Report**

Start: 18:45

Time: :07 + 02

1. Sabbatical Plan – discussed Rev Earl coming on as Minister to cover for the 4 month period.
  - a. DeeAnne moved and Ann seconded to approve Rev Andy's sabbatical coverage plan and funds as presented. The motion was approved unanimously.
2. Reviewed request to get Rev Susan added to the UUA board president ballot.
  - a. Melanie moved and DeeAnne seconded to petition the UUA to add Rev Susan to the UUA board president ballot. The motion was approved unanimously.
3. Also discussed briefly the Valley Interfaith Project (VIP) and desire to be more active in this work. Rev. Andy request the board read the VIP portion of the minister's report as we will be looking to increase budget for this.

The minister's report was received by the Board.

### **Visioning Process**

Start: 18:52

Time: :13

1. 10 visioning sessions with a total of 76 people participated so far. Expect to be over 100 members after the remaining planned sessions.
2. Scheduled **board retreat for May 7<sup>th</sup> 12:00 to 5:00PM** to complete end statements and potential vision statement.
3. Board members will need to do some prework to prepare for the meeting

### **Linkage – review communication plans**

Start: 20:22

Time: :01

1. "The board room" – canceled for April due to congregational meeting.
2. Next congregational conversation on April 3<sup>rd</sup>

### **Board Goals: Feasibility/Capital Campaign Plan**

Start: 19:05

Time: 1:04

1. Lots of discussion around timing of events for Capital Campaign, Budget gaps, stewardship campaign
2. 19:27 – Kay joined to discuss timing of these events
3. Board agreed that the "next steps" weekend will be in the fall with potential capital campaign early 2017
4. Agreed to hire Kay to support this effort and will start with the next steps weekend in the fall. **Action Item: Janice** to follow up with Kay to hire her for this work and start the initial planning.
5. Other board goals: Items to finish by the end of the year include Board Calendar, Ministerial Evaluation and Contracts, Annual Survey

### **Finance Report – and Budget**

Start: 20:09

Time: :16 + 07

1. Budget – 3 options. Board would like to pursue the ideal budget and ask the congregation to come up with the extra funds to make it happen.
2. Discussed how to ask the congregation to help cover the gap. Will start these discussions during April 3<sup>rd</sup> congregational conversation. May also use intergenerational service as a "miracle/magic Sunday" on May 8<sup>th</sup> as most of the budget extras are in the RE arena.
3. Also had discussion around setting priorities and how the minister and board will need to determine funding priorities for the immediate budget.

4. **Action Item: DeeAnne and Rev Andy** will work on communication plans for April 3<sup>rd</sup> congregational conversation to request extra funds to support the ideal budget and our mission.
5. Finance report:
  - a. Revenue to date is \$349,000 - \$25,700 short of projections. This reverses the prior trend, where January was only \$12,000 behind projections. Operating contributions and miscellaneous income are over budget by \$12,000 helping to make up pledge shortfalls of \$29,700.
  - b. Expenses are \$10,100 under budget, year to date, helping to offset revenue shortfalls.
  - c. Net Income is \$13,800 which is \$15,600 below budget; variance worsened by \$10,000 from prior month.
  - d. Cash: On March 1 there was \$16,500 in operating, \$9,600 in savings and \$37,700 in restricted cash, again worsening compared to last month.
  - e. Year-end projection is close to budget or slightly below
6. Office will send out pledge reminders in May

Finance and budget report was received by the board.

#### **Governance Working Group**

Start: 20:23

Time: :11

1. Reviewed CMCR change recommendations. Discussion is that we may be missing a smaller scope process to support actions that may not require a full team.
2. **Action Item: DeeAnne, David, and Rev Andy** will take inputs from tonight and update the CMCR policy to review in the next meeting.

#### **Action Items:**

Start: 20:42

Time: :02

1. **Janice:** Follow up with Kay to hire her for the capital campaign and feasibility work and start the initial planning.
2. **DeeAnne and Rev Andy:** Work on communication plans for April 3<sup>rd</sup> congregational conversation to request extra funds to support the ideal budget and our mission.
3. **DeeAnne, David, and Rev Andy:** Update CMCR policy from tonight and update the CMCR policy to review in the next meeting.

#### **Adjournment:**

Barbara moved and DeeAnne seconded to adjourn the meeting. The motion passed unanimously at 20:44.

