

MINUTES OF THE UUCWI BOARD OF TRUSTEES of May 14, 2008

PRESENT: Frank, Baird, Lois, Mary, Kit, Paula, Pat.

ABSENT: Camille.

GUESTS: Tom, Maureen.

MINUTES:

Pres. Baird called the meeting to order at 9:00 a.m., lit the chalice, and read the opening words.

Minutes of the April meeting were approved.

Construction Finances were discussed by Tom:

- Prior Estimate [Figures available from treasurer]
- Current Estimate is
- Back of building siding was not budgeted, is now:
- Project Deficit is now:

Recommendations more than adequate to cover the projected deficit were:

- Not buying the \$3,500 dishwasher.
- Not spending \$15,000 to gravel the roadway and parking..

Tom reported that we should be able to close the UUA loan in early September.

Tom gave the Nominating Committee report:

- Officers: three remain the same.
- Board Members: two will be new.
- New Nominating Committee of 3 will be appointed for one year.

The By-Laws should be revised and a committee will be appointed to do this.

Lois will consider being president of the BOT in another year.

One of the candidates for being the church administrator was only free on Fridays for the BOT meetings.

MINISTER'S REPORT:

Kit submitted a written report. She reviewed her activities of the following month. A proposal for a task force on Hospitality for next year was attached. Kit emphasized that "we will be facing many issues of change, as we progress with our building and welcome new people into our midst." As we decide how to address the various issues that arise, we need to consider

carefully the “Whys? The “Hows?” and the “Outcomes.”

CHURCH ADMINISTRATOR’S REPORT:

This was Maureen’s last BOT meeting. She has been working at her new job as administrator of the Waldorf School in Langley since May 1st.. Maureen gave a report about the four candidates she talked to on the phone and received resumes from who are interested in her job. Maureen feels that 9 to 10 hours of work a week is about right for this job. She requested to be “let go” as soon as possible – as soon as a replacement can be found for her.

Maureen also reported about the Data Base. ACCESS is the program which is part of Microsoft when it is purchased that she has been using for all the memberships and data she has been collecting. ACCESS works only on PC’s and not on Mac’s. However, Maureen did offer to donate her old laptop with all the data base on it to the new person who replaces her.

Maureen was thanked for all the hard work she did for our membership as the church administrator for the past year, and congratulated on her new job.

NOTICE OF ANNUAL MEETING:

The annual meeting will be held on Sunday, June 8th, at 5:15 p.m. after our church service. New members who have been with us for two months CAN vote. There are only three new members who CANNOT vote.

TREASURER’S REPORT:

Paula presented the following report:

Operating Fund Balance at Wells Fargo	[Figures available from treasurer]
Building Fund Balance at People’s Bank	
Building Fund Balance at Wells Fargo	
Loan Balance at Peoples Bank	
Reserves at Raymond James Brokerage	

Paula just received funds for deposit to the Construction Furnishing (Chairs) account; with the matching funds agreement this represents 36 chairs adopted.

The operating fund balance at this time includes \$440.00 received from fund raising from the Chaminade Concert. This is likely to be \$700.00 by the time the concert is held.

The Finance Committee met on Friday, May 2nd and on Wed., May 7th. The budget recommendation is presented to the board for consideration. With the very successful stewardship drive, the addition of new members, and the determination to keep program and salary budgets at the same levels as last year, the committee can propose a budget that succeeds in accommodating the major change in our expenses: the mortgage payment. We are projecting

that the initial mortgage rate, based on the 7-year treasury bill, will be 5.30% which is significantly less than our business plan of 2 years ago.

NEW BUDGET FOR '08-'09:

The new budget is based on expected membership growth. In-kind contributions can't be expected to continue forever. We will assume that our new building will be rented out. Peggy is convening a committee about this. Kit wants to talk to the committee about building use for weddings. The printing is in-kind service plus the \$1,500.00 budgeted. Having no DSL saves us \$600.00. Paula talked through each item on the budget, explaining as she went along.

The budget deficit with the first year mortgage is very good at -\$4,500.00 and is a total of -6.0% of budgeted income.

Much gratitude was expressed to the committee of Tom, Frank, Dave, Paula, and Toyon, for preparing the new budget.

Dave will send out a modified budget within 14 days. The deadline for this is May 23rd. The mailing of the proposed budgets goes out on May 19th.

A motion was made by Baird to approve that this budget be presented for vote at the annual meeting. Motion carried.

STEWARDSHIP REPORT:

Lois presented the Stewardship Report and was commended for the good work she has done chairing this group. The membership report is that we lost two members, but gained four new ones. The total amount pledged this year is \$51,208.00 (last year was \$45,826.00). Pledging Households this year so far are 47 (last year was 41). Median pledge this year is \$780.00 (last year was \$850.00). Average pledge per household this year is \$1,089. Non-donors are 11 this year. In-kind pledges this year are \$6,000.00.

COMMITTEE LIAISONS:

There were no committee reports. The Worship Committee mentioned that the artist, Jerry Winstrom, has volunteered to present several meetings about his work. It was recommended that he be asked to present one 20-25 minute service during one Sunday.

OLD BUSINESS:

The By-Laws need to be reviewed for revising. Bill did the last revision, but he is not available to do it this time. Baird will consider appointing a task force to do this. This item was tabled to the June BOT meeting. There is budget money of \$780.00 for doing this.

The Task Force Committee will not become the Hospitality Committee. There should be a budget item of \$250.00 for the Hospitality Committee. The Task Force Committee will suggest members to be on the Hospitality Committee.

Baird made a motion to accept with gratitude the report from the Task Force Committee.
Motion carried.

NEW BUSINESS:

Pat and the Selection Committee (Kit and Paula) reported to the BOT that Mavis wants the Church Administrator job back. New considerations for that position include attending all BOT meetings, continuing the Friday News Letter, making sure that the speaker and musicians get paid each Sunday. A contract will be available for the new administrator to sign.
Lois made a motion to accept Mavis back as the Church Administrator. Motion Carried.

It was questioned how soon Mavis could start. Mavis and Maureen will work out a schedule for allowing Mavis to start the following Monday, and Maureen will take over two weeks in June while Mavis is on vacation.

CHALICE LIGHTER FOR JUNE BOT:

Pat will say the words for the June BOT meeting.

NEXT MEETING:

The next meeting of the BOT will be held at 9:00 a.m. on Friday, June 13th at Trinity. This will be a joint meeting with both old and new members present. Meeting adjourned at 11:50 a.m.

Respectfully submitted, Pat L, Secretary