

MINUTES OF THE BOARD OF TRUSTEES OF UUCWI

November 14, 2008

Present: Baird, Camille, Mavis, Kit, Lois, Joann, Paula, and Pat.

Absent: Amy.

President Baird called the meeting together at 9:05 a.m. at the new building.

Camille lit the chalice and read the opening words of David Baker, a poem from American Life and Poetry.

The minutes of the October 10th BOT were accepted as written.

ADMINISTRATOR'S REPORT:

Mavis signed her contract and reported that there are many requests for use of the new building. Concern has been expressed about the lack of proper outdoor lighting. Baird suggested temporary use of Christmas tree lights to light the pathways from the parking lot to the building. There is \$750.00 allocated in the budget for lighting. Francie and the Landscape Committee have selected appropriate lights. Baird will talk to Francie, Roy and Tom about the lights and tell them to go ahead with lights for the parking lot. Mavis discussed the job description for the Administrator and handed out a schedule for building usage and fees. Acoustics are still a concern and it was suggested that the Chalice Committee meet and go ahead panel by panel with acoustic panels available from Home Depot.

MINISTER'S REPORT:

Kit reviewed her written report and mentioned that she is spending more hours than she is being paid. Perhaps her hours can be extended for next year's budget.

TREASURER'S REPORT:

Paula said that Quick Books is not easy, and the prior program was better. She reviewed Toyan's report and there were many questions. Paula will talk to Toyan about the report. We were told to refer to the original budget for references. Toyan's report was difficult to understand. We need an end-of-year financial statement. Paula said that there is no way by using Quick Books that it can be more understandable. Toyan is the bookkeeper and this is an in-kind service that she is giving us. She uses Quick Books – so that is why the report is as it is. Paula reviewed her written report. It will be difficult and confusing until our office is completely set up with a computer, printer, etc. The national UUA doesn't use "Bill Pay" so they don't understand this. UUA says no other churches use this. Kit is going to write to UUA, and Paula is going to call them with further questions. Paula asked the BOT to authorize the Finance Committee to take appropriate action to be sure that our operating reserves are FDIC insured. The Finance Committee is Kathleen, Toyan, and Paula as chair. Motion approved.

Treasurer's written report:

We have divided up the bill paying tasks for our ongoing operations using procedures that have Toyan, Mavis, and Paula all doing parts of this job. Although it will work better when we have a “staffed” office, this should get us through. We have sent via Bill Pay our first mortgage payment, a recurring payment sent the 5th of each month. Everyone should have received their pledge statements, and it looks like we are on track to receive these pledges. Current account balances as of 11/13/08:

[Numbers omitted from web version; if you have a need to know, call the treasurer.]

When we receive our final inspection and occupancy permit, Paula will propose that we roll any remaining funds from People’s Bank into the Wells Fargo Construction Account. We could then assess the projects that were not funded by our building project funds, and work on them as funds become available. Paula is thinking of outdoor lighting (dark sky compliant), and landscaping and planting.

Paula has a concern that our money market fund at Raymond James (our operating reserves) is insured by the federal government. This guarantee is only in effect for a restricted period of time. It may or may not be extended. It is possible (though doubtful) to lose money with money market funds. Consequently the interest earned is less than a bank CD (which is federally insured). I would like the board to authorize the Finance Committee to make appropriate changes if necessary to secure the operating reserve account.

Paula Keohane, Treasurer UUCWI

SOCIAL JUSTICE COMMITTEE:

This committee will meet on Dec. 14th to discuss new projects.

AD HOC COMMITTEE ON SOCIAL JUSTICE:

Sixteen people attended a meeting called by our minister, facilitated by Sarah. It discussed the concerns about displaying a sign which said, “TORTURE IS A MORAL ISSUE.” This was responded by NRCAT (The Nation Religious Coalition Against Torture). From the standpoint of some of the military it was stated that there was an implication that the military have acted immorally or that they were immoral. Wording which everyone felt comfortable with was arrived at: “TORTURE . . . LET’S END IT.” Dave was given the go ahead to have such a banner made for public display. The meeting ended at 8:30 p.m. with everyone in good spirits.

COMMITTEE REPORTS:

a. MEMBERSHIP COMMITTEE:

Lois reported that our membership is now at 77. There will be a recognition of new members on Sunday, Nov. 23rd. A new couple will be joining NEKK in Coupeville for meetings.

Earl has resigned as Head Usher. He was doing all the ushering himself.

Ushers need to be present at 9:30 a.m. to help set up and see if things are ready for the service. Kit has had a request to send invitations to people who left the congregation – to come back now that we are in the new building. This issue was discussed at length. It was concluded that there will be no written invitations to anyone to resume membership in the congregation.

b. CRE COMMITTEE REPORT:

Paula and Kit reported on 2 new members along with Lori who have brought energy and thrilling interest to the committee.

c. WORSHIP COMMITTEE:

This committee will now meet on the 2nd Monday of the month, and the next meeting will be held on Dec. 8th. It was questioned if church would now be held in July since we are in the new building. It was decided that an Ad Hoc Committee to the Worship Committee be formed to handle the July services. Bill and Sandy have put money into the summer services, and they should be low-key, fun services. Kit will work on this.

d. STEWARDSHIP COMMITTEE:

Lois reported that the canvassers should be lined up before the first of the year. She will need three assistants to do this.

e. AUCTION COMMITTEE:

Camille reported that this year's Service Auction took in over \$7,000.00. This committee needs new leadership for 2009. The BOT should talk to friends about doing it. John & Camille did it two years.

f. VISUAL ARTS COMMITTEE:

Camille is the BOT liaison on this committee. She reported about the concern for improving acoustics and that quilted panels, or acoustic panels from Home Depot, or both be considered.

g. MUSIC COMMITTEE:

Pat is the BOT liaison on this committee. She reported that Peggy paid \$300.00 for moving the grand piano to the new building. Peggy needs to submit a bill so that she can be reimbursed from the music committee budget for this expense. Pat gave a donation form to Frank who was to have it signed by the person who loaned the piano to the congregation.

OTHER BUSINESS:

a. Sending a petition to the President of the U.S. to eliminate torture was tabled.

b. Amy has resigned her position on the BOT because she is too busy. The BOT needs to find someone to fill in for the remainder of this year

until the July election of officers occurs. The BOT needs to send ideas to Baird on suggested people to take her place until the election.

- c. LONG-RANGE PLANNING COMMITTEE:
This kind of committee needs to be appointed. Discussion will be brought up at the next General Meeting of the Congregation in June.
- d. The next BOT meeting will be held at 9:00 a.m. on Friday, Dec. 12th at the new building and Pat will light the chalice and do the reading.
- e. Seth has resigned as custodian. He was being paid \$10.00 per hour. Baird will look into finding a new person to do this job.
- f. Meeting adjourned at 11:20 a.m.

Respectfully Submitted,

Pat Lewis, Secretary