

## **UUCWI Board of Trustees Meeting, 10/10/05**

*Prepared by Susan C.*

Absent: Sandy W., Kit Ketcham

Check-in of board members: Susan related a possible move from Whidbey and recommended a search for a replacement as secretary.

Minutes were approved from the last meeting.

The agenda was reviewed.

There was a discussion on whether or not to join PSUUC (Puget Sound UU Council) at \$2 per member. The board expressed a need to know more about the benefits of this membership. A decision on whether to join was tabled until further discussion with Kit Ketcham.

Toyman noted it is important for UUCWI to be involved more at the district level, or “we might keep reinventing the wheel.”

Kathleen presented a financial report. \$5,600 has been paid to date to Flatrock for building design.

The agenda item regarding evaluation measures for a UUCWI minister and for the UUCWI ministry as a whole was tabled until Kit could be present.

### CONSTRUCTION

Tom reported that Flatrock’s latest “tweaked” design needs serious estimates since no final estimates have been done on previous designs.

**ACTION ITEM:** Roy and Tom will get some reasonably solid estimates from contractors this month to see if the new design is in the ballpark budgetwise.

**ACTION ITEM:** Findings along with any revised schedule due to budgetary demands will be presented to the UUCWI congregation November 20. UUCWI members will receive a copy.

**ACTION ITEM:** construction schedule communicated to congregation. (If estimates are in line with earlier estimates then more likely to meet original construction deadlines).

Notice will be mailed Nov. 6 to congregation before congregational meeting (Nov. 20). Mailing will follow notice to congregation. Special meeting of the board recommended.

Tom Buxton re: construction costs over Roy’s original design, (\$200,000 add’l), is compensated for by being “Bullish” re: annual membership growth rate “to make things

work.” This is an aggressive plan. At this time, there is no fallback or contingency plan. Tom has added add'l income sources, e.g. rental income. Also accounted for costs, which are a halftime CRE, fulltime minister. There is work to be done to put vision into practice.

Susan suggested two related needs: bank demands and five-year plan. Ron/Tom discussed pulling resources from the district, including district-forecasting figures to help with planning.

ACTION ITEM: Ron will contact District re: questions such as below:

In terms of strategic planning, questions include relating staffing to projected growth. At what point should a halftime CRE become a fulltime staff member? Which model is most appropriate regarding ministry, for instance the Sequim model? The size of the church is a factor.

Concern over DRE/CRE was discussed. Siri is leaving as of October 30. What about a replacement? Six candidates were contacted and there was no interest. Board needs to help recruit a candidate. Current recruiters are tired and somewhat discouraged. It is suggested that the Board go outside the congregation and do some networking to find such a candidate.

The issue of afternoon versus morning services in terms of attracting family memberships was discussed.

ACTION ITEM: Ron/Kent will scout around and look at other potential facilities that might accommodate an am service.

### COMMITTEE

The search continues in terms of reconstituting a Caring Connections committee.

Toyan is still serving as interim coordinator for the Building Committee. She is willing to continue with this responsibility but would like a search to continue to relieve her of this role.

PNWD AGM Port Townsend annual meeting. UUCWI will do the signage. Volunteers need to be recruited.

The Finance Committee will map available construction data into the Home Grant Application.

Linda G.'s request regarding scheduling a visiting choir will be tabled until the next meeting.

ACTION ITEM: Toyan will talk with Linda.

The board will hold a special meeting after the service 10/16/05

Meeting closed.

### **10/16/05 BOT meeting**

DRAFT: distributed 10/23/05, Susan C.

Absent: Kit Ketchum, Guests present: Anne F., Hildred C.

Ron reported on his conversations with the district regarding planning for growth. He found a great deal of support. The recommendation was to establish a stronger CRE program in advance of occupying a new building. Another recommendation was to expand efforts to work in the community to fuel growth. Ron offered a chart of membership growth comparisons for review. He reported that UUCWI is viewed as having a healthy organizational development history. However, UUCWI is also viewed as being too low in regards to its contribution rate.

It was observed that there were people in the congregation who contributed less than others. However, it was noted that there were probably enough members to satisfy the capital campaign pledge and to help subsidize the next three years of building. Increasing membership would add more funds. It was noted that this membership increase was related to the development of programs to attract this membership. The development of programs would be a cost.

Susan C. and Anne F., serving on the finance committee, recommended establishing a network of funders to cultivate now. This resource can also be drawn upon for advice as well as funding.

**ACTION ITEM:** Tom B. will coordinate with Dave C. to develop a budget that accounts for all potential factors and offers some contingencies.

Flatrock's design was discussed regarding the too-small education rooms (15 x 15). This needs to be addressed.

The question of the am versus pm service time in terms of alternative facilities was discussed in relation to building a CRE before a final move into the new building. Toyan/Kathleen (please correct) recommended the Children's Theatre as an alternative. There was a concern that Lutheran might be less available with a move for other events. Since Lutheran freely offers space to the community, this was not seen as a problem.

**ACTION ITEM:** Toyan will investigate this further and will find out more about the lease with Lutheran.

**ACTION ITEM:** Ron identified a possible CRE candidate. He will contact this candidate and report to the board. The board will continue networking and place an ad in the local

paper if necessary. The community college and senior center were suggested as resources.

Meeting closed.