

# Unitarian Universalist Congregation of Atlanta Board of Trustees Meeting Minutes

July 23,  
2009

*UUCA is a community of faith that encourages and supports our individual spiritual quests out of which we act together for social justice.*

The Board governs through set policies and will act on behalf of the congregation to further the congregation's mission and chosen Ends. Accordingly,

1. The Board is the link between the Executive and the congregation.
2. The Board produces written governing policies that, at the broadest levels, address each category of organizational decision: Ends, Executive Limitations, Board Governance, and Board-Executive Linkage
3. The Board will assure Executive performance in compliance with the Ends and Executive Limitations policies.

<b>Attendance:</b>	<i>Meetings are open and held at UUCA in room 209/210 at 7:00 pm on the 4th Thursday of each month.</i>
Board Members Present	Laura de Castro, President; Ellen Beattie; Kristen Indermark; Pam Kilmer; Gordon Love; Eric Pohl; Joetta Prost; David Smith; Cyndi McFarland; John Guyton; Penni Dudley
Board Members Absent	Marshall Orson, President-elect.
Staff Present	Rev. Marti Keller; Sherri Wiseman
Guests or other congregants present	None
Chalice	Penni Dudley
Minutes	David Smith
Process Observer	Gordon Love

Laura de Castro called the meeting to order at 7:02pm.

<b>Information:</b>	<i>Reports are emailed in advance and further discussed as needed at meeting.</i>
Finance Training	Sherri Wiseman led a training session and discussion on church finances.
Local Development	Discussed emailed report.
Finance Report	John Guyton presented the monthly finance report. Cash flow is strong, although pledge income is 5% below the YTD goal. The Finance Team has performed an analysis of plate and non-plate/pledge income—currently UUCA is \$2,000 below June 2008 levels. Ms. de Castro said the Executive is evaluating the situation and making contingency plans. Staff and leadership will review their current 2009 budget in July. 2 <sup>nd</sup> quarter statements will go out by the end of July. The current mortgage (Wachovia, 6.9%) will be refinanced through Brookhaven Bank at 6.0% for 5 years with 25-year amortization for about \$309,000 with up to \$350,000 available. Mr. Guyton explained the reasons why a 30-year mortgage was not the best option for UUCA. Because the refinancing did not add additional debt, a congregational vote was not required.
Executive Report	Rev. Marti Keller presented the Executive Report. Among the items discussed were the new class of Lay Ministers and how the program is structured; “Standing On The Side Of Love” public image campaign to promote our justice work. Discussed the recent flooding when the sump pump failed and repairs to the women’s restrooms.
Nominating and Leadership Development Committee	No report.
By-Laws Team	No report.
Ends Team	No report.
Audit Team	No report.
Monitoring Report on Executive Limitations	Reviewed and discussed Rev. Anthony David’s Monitoring Report on Executive Limitations J, K, and L. It was suggested that future monitoring reports on section K include information on contingency planning or succession plans.

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Policy Governance Training and Practice	Exercise 3.2 on handling a financial crisis was tabled until the August meeting.
<b>Actions:</b>	<i>Board votes and official actions.</i>
Minutes	Minutes of the June 4, 2009 regular Board meeting were distributed via email and approved via email.
Policy Revision	In the context of reviewing Executive Limit I (Gift Acceptance), Ms. de Castro explained the UUCA Endowment Fund's relationship to UUCA, the process for requesting grants or loans from the Fund, and how large gifts are handled. <b>The Board voted to change Executive Limit I. Gift Acceptance to read "The Executive shall not accept any gift with restrictions that are contrary to the standards of the congregation's Mission, Ends, and Unitarian Universalist Principles."</b>

Meeting adjourned at 9:06 pm.

<b>Upcoming Dates on Leadership Calendar:</b>
<ul style="list-style-type: none"> <li>• Board of Trustees regular monthly meeting 8/27 at 7:00 PM, UUCA room 209/210</li> <li>• Board Retreat 8/28-29, Simpsonwood</li> <li>• Celebrating Pat's 10 years of service 8/30, Kottman residence</li> <li>• Erev Rosh Hashanah 9/18</li> <li>• Rosh Hashanah 9/19</li> <li>• Board of Trustees regular monthly meeting 9/24 at 7:00 PM, UUCA room 209/210</li> </ul>