

MINUTES
Monthly Meeting of the UUCA Board of Trustees
November 22, 2011

Meeting called to order at 6:35 p.m. by Ellen Beattie.

In attendance: Ellen Beattie, Lyn Conley, Jimikius Harris, Cindy Hoffner, Pam Kilmer, Conrado Marion-Landais, , Joetta Prost, Beth Valentine, Clarke Weeks

Rev. Anthony David, Exec. Dir. Scott Howell, Guest: Hildegarde Gray

Absent: Jerry Moore, Walter Overby, Grier Page

- Meeting Host: Lyn Conley
- Chalice lighter: Pam Kilmer
- Process observer: Cindy Hoffner

Spirit & Community

Chalice Lighting

Pam Kilmer read Be Thankful from an anonymous source.

Circle of Connection

Attendees reflected on their Thanksgiving Day plans.

Need to Know

UUCA Endowment Fund [UUCAEF] Presentation

Hildegarde Gray, UUCA EF VP,

- made a presentation which included UUCAEF's mission, funding process and policy, UUCA's Legacy Society and investment status.
- discussed the relationship between UUCAEF's Board and the UUCA Board of Trustees including leaders' meetings and the annual month of May focus on the UUCAEF.
- noted various corporate activities including doing business as UUCAEF, amending Articles of Incorporation to name UUCA as beneficiary in the event UUCAEF closes, producing an annual report for UUCA, working on up-dating the web page quarterly, working with New UU class to include generosity, becoming an "integrated auxiliary" of UUCA.

Budget 2012

Scott Howell presented the Executive team's proposed budget for 2012 with these notes::

- This budget reflects real struggle with implementing Fair Compensation (FC).

Income

- \$785, 908 pledged as of 11/22/11. Viral "stone soup" campaign has generated increased projected final pledge total by ~ \$9000.
- Budget assumes a total of \$864,000 in 2012 pledges by 12/31/11, and incorporates 95% of those, or \$821,500, into the budget.
- Model also includes \$15,000 in donations revenue to be generated by a new Generosity Committee to be spear-headed by the Board
- APP revenue increased due to tuition increases as of September 2012 in the 5-day program.
- Total income for 2012 projected at \$1,353,755, with all but \$12,000 carryover from 2011 to be new income in the new year.

Expenses

Personnel:

- Total compensation expense increased by 7.5% from FY11. Discussion ensued re moving staff towards minimum FC levels and the logic of the pay increases to staff members who are already at or above the FC minimum, when others have not reached it yet.
- Added paid FICA to Rev. Keller's package. [Goal: to include Rev. David in FY13.]
- APP teacher hours more accurately projected to cover all instructional, preparatory and clean-up time. In addition, eligible teachers will receive pension contributions in 2012. This will be partially offset by increase in APP tuition.
- Changes were made in professional expenses [PE]. Discussion ensued regarding non-ministerial position PE vs. a line for training opportunities.
- Health insurance rate increased due to projected increase in cost of policy in FY12 and some new staff member eligibility.
- Noted that the baseline expenses in the FY13 operating budget will increase by at least \$72,000 with an additional \$40K for a full year of DRE and \$31K for payment in full of denominational dues.

Board comments:

- The congregation needs a transparent conversation about salary situations and the projected increased baseline costs for 2013. Additionally, the congregation needs to be clear about what it wants in terms of staffing.
- Clarifying questions were asked re Building & Grounds line.

M/S/A The 2012 budget will be presented at the congregational meeting Dec. 11, 2011. Should there be an excess of \$12K YE surplus already incorporated in the budget, it will be applied to Denominational Dues.

Executive Report

Rev. David sent his report electronically. There were no questions raised.

Updates from Board Committees

By-laws

- Joetta Prost reported the committee is working on assembling UUCA's policies and procedures, reviewing the bylaws, and

Planning, Evaluation, and Monitoring

- Lyn Conley reported that the Executive Limitation [EL] for October (E.6. Purchasing Policy) was amended and improved. The EL for Nov. (F.1. Risk management, security & safety) is in compliance.

Board Care

Review of 4th quarter dates

Ellen Beattie announced the up-coming Town Hall meeting dates. All meetings are scheduled for room 209/210. By show of hands there appeared to adequate BOT representation planning to attend all six meetings. A list of FAQs will be developed for Board members from each meeting. Please be aware of the emotional presence in these meetings.

The December BOT meeting is confirmed for the 3rd Tues., 12/20, pre-Christmas. If necessary there will be an additional meeting scheduled in preparation for the December 11th Congregational meeting

Decisive Action –

M/S/A The 2012 budget will be presented at the congregational meeting Dec. 11, 2011. Should there be an excess of \$12K YE surplus already incorporated, it will be applied to Denominational Dues.

Go in Peace

Announcements

To be sent electronically.

Observer's insights

Cindy Hoffner delivered the Observer's report.

Closing words

Pam Kilmer presented closing words from Sarah Ban Breathnach.

Meeting was adjourned at 10:00 p.m.

Respectfully submitted,

Lyn Conley, acting Board Secretary

Approve: Pam, Conrado, Clarke, Jimikius, Beth, Lyn, Ellen,

Abstain: Jerry, Walter, Grier,