

# DRAFT

## UUCSR Board of Trustees Minutes

May 6, 2025

6:30 pm

UUCSR Board Room

Board Goals: 2024 - 2025:

- **Financial Stewardship: Fundraising / Revenue Enhancement**
- **Engagement: Board of Trustees / Congregation / Larger Community**
- **Enhancing Communication within and beyond our Beloved Community**

**Board Members Present:** David Reitzell, President; Randy Jones, Vice President; Scott Miller, Corporate Secretary; Carol Daeley, Helga Lemke, Lee Lipinski.

**Board Members on Zoom:** Richard Senghas, Maria Praetzellis

**Also Present:** Rev. Dave Clements (Interim Minister), Era Capone (DRE), Lucia Kasulis, Stacy Sincheff, Kathy Albury (Recording Secretary).

**Present on Zoom:** Aphrodite Bellochio, Linda Lampson, Amy Yoro

**Call to order** 6:32 PM

**Land Acknowledgement:** Helga

**Approval of Agenda and Minutes** (on Website):

- Correction: Next Board meeting, June 2
- Corrections to the minutes: Lucia was present; also on p. 6: Nominating Committee: "We have two potential board members and 3 very solid people."
- Agenda: Randy passed out Solar Rights Alliance Presentation to be added to this agenda and the Congregational Meeting Agenda
- It was moved to approve the Minutes as corrected and the Agenda as corrected. Unanimously approved.

**Open Mike/Congregational Communication:** None. David would like to see more participation.

**Check-in:**

**Financial report,** Amy: We are ahead of our deficit budget by 10,000. The Challenge grant helped a lot. We are low on pledges, but donations are higher than budgeted. Saturday Breakfast has recovered nicely.

- Discussion:
  - Helga (Stewardship Committee) follows up on all pledges that are behind.
  - About 20 pledges are behind. Maybe 10 habitually wait until the end of the year.
  - Quarterly emails are sent to all pledging units, so folks know where they are.
  - Our pledge revenue by increased by \$5,000. There is usually an auto bump-up with new minister.
  - Budget recommendation is not a wish-number; it is something that is reasonably attainable.
  - We have a solid list of pledgers.

**DRE Report,** Era Capone: April concluded the parenting sessions with lots of parents; renews in September. May is always busy for kids; not planning much. The new Interim DRE will be coming on for the summer. Summer Camp is chugging along. Era will be around until 8/31, but another person will be heading the camp. She is getting systems set up. RE will take a break in July when attendance is low. Attendance begins to drop off in January.

**Interim Minister:** Anti-Harassment policy work is continuing. Services planned through June and into the summer

## **Approval of Consent Agenda:** Unanimous

**Search Committee Report:** Robert Howseman. There is one candidate for Contract Ministry. Applicants usually apply by the end of May. Interviews will be in June; expect a recommendation by July 1. They are promoting the position widely. The candidate must be a UUA minister and go through the UUA portal.

- If no candidate is found, the Search Team will be dissolved, and the issue will revert to the Board.
- Rev Dave is promoting this position with his contacts.

(Robert, Era left the meeting)

## **Auction:** Lee

- Netted over \$15,000. Committee will do an assessment.
- Recommends that the board start planning fund-raising events for the future.
- Do donors get a tax deduction? No. You can deduct the value of a donated item.
- Feedback: Very positive. Simpler to navigate. Nobody missed online bidding. Loved the food.

## **Nominating Committee--**Lucia

- 2 solid candidates for the Board and one in flux.
- 2-3 were interested, but they were pledging friends. Eligible candidates must have been a member for two years.
- Some committees require a certain percentage of their members be members.
- We have a third person (Beth Craven) who would like to be on the board but will not have been a member for 2 years until November. We have 3 leaving and 2 coming on, so the board will have 7 members until November when the 3<sup>rd</sup> person can join. The Board would like 9 members; will ask the

nominating committee to continue to seek more members that can be appointed later. This person happens to like Fundraising. She will begin to attend meetings in September. She found how critical our finances are while working on the Search Committee.

- Stacy Sincheff being nominated to be on the Nominating Committee.

#### **Budget Discussion and Communication Plan—David**

- Last month we voted to accept the budget. Congregants are asking when we are going to start communicating that to get questions answered before the Congregational Meeting.
- Budget goes out with the packet which goes out the week before. We could do a special meeting to discuss the budget.
- Maybe add some comments highlighting the challenges.
- Linda Lampson does not want to see a repeat of last year. She has agreed to present the budget. It is essential to send it out ASAP even before packet. A meeting after a service would be good to go over the budget line by line. 5/25 is the only time we can do that; the building rented right at noon. If it's a small enough group, we could use the board room with Zoom. Linda and Amy are available; Rev. Dave can set up Zoom.
- When it goes out without explanation, people want to make changes even though it can't be changed. People need to understand what went into putting the budget together. People don't know where the numbers came from and what can't be changed.
- Cover letter would help to explain the deep thought and consideration that went into budget. Input was sought from every committee.
- People might ask why the salary is there for the new minister (we haven't finished the process).

- We've come to a stable place; the congregation understands the deficit budget better and can move forward. We are managing our future better. It's been a very cooperative effort.
- We will send out the budget by 5/13. Linda will write the cover letter with Amy's help.

#### **Endowment Committee Distribution—Social Media and Marketing Consultant**

- Maria and Helga wrote a proposal and presented it to the Endowment Committee to be sure they felt it met the guidelines for Social Justice.
- It will be a 10-12-month project; will enhance our visibility, fundraising, and Social Justice work. Many in community need help countering discouragement, despair, etc. Timing is good.
- Goals to access current strategies and suggest improvements, to train congregants who are doing 'marketing' for their committees. Might this position be combined with ¼ position on IT? It could be a current staff member who has these skills.
- Hopefully the consultant will give us a plan, or alternate plans. They may identify low-hanging fruit and tell us what is reasonably possible. Maria has helped a lot. There will be institutional training and some sort of continuing education.
- Glaser center also needs a marketing consultant—this may help.
- Social media is here to stay, but we have no presence. We need a way of communicating with a larger audience who may show up. The UU Church in Novato has info going out weekly with prompting. Aphrodite does put info on Facebook and invites people to join us. She doesn't have time to do that every week. An expert would be helpful.
- The board recommends that the congregation approve the expenditure to seek a Social Media and Communications Consultant.
- Seconded and passed unanimously.

## Begin congregational meeting plan—June 1, 2025

- David plans to send the packet out on 5/11; deadline is 2 weeks before the meeting (5/18).
  - Endowment Committee proposal
  - Get info to David by Thursday 5/8
  - Solar Rights Alliance issue —Randy will give a short presentation with a couple of slides.
    - It's not clear what the ask is—Randy will add the ask at the top.
    - Congregation can take stands on legislation and policies but cannot support political candidates. This is a serious injustice that we should be pushing against.
    - Feels a little rushed, but it is an issue we can take a stand on. An explanation could go into the Blast.
    - Board needs to endorse this being an item at the meeting.
    - Board member is not ready to vote on the letters but willing to make it an agenda item at the Congregational Meeting.
    - Richard proposed (**get from recording**) that the board will put Rooftop Solar issue on the agenda.
    - Seconded passed unanimously
  - Endowment distribution
  - Communications
  - Budget
  - Recognitions/Thanks
  - Search update

- Nominating slates
- Update on Founders' Room rental to Lost Church
- 5 things to vote on/three things to present

### **Task force reports**

- Saturday Breakfast
  - Violence was a one-time event but on everyone's mind.
  - Mark Sowers is planning on having 2 legal observers at every breakfast.
  - John has asked a couple of hyper-active people not to return.
  - Safety committee discusses these things and works with Mark.
    - Could use some help writing up a description of procedures and jobs of crew and intersection with Safety.
- Glaser Center
- Founders Room: a lawyer is looking over the lease. Aphrodite is following up.
  - Plan to start remodeling the room in July/rent starts then.
  - Hoping for construction permits by August and shows begin in November.

### **Action Items**

- Randy will modify his proposal for clarity and brevity.
- David—Agenda/packet for Congregational Meeting

**Next Board Meeting:** June 3, 6:30 PM in the Board Room and on Zoom—will vote for officers. Invite new members. Aphrodite needs to change signing cards. Decide date of retreat (perhaps in August). Start ideas for Fundraising.

**Meeting Adjourned 8:33**

Notes by Kathy Albury

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