



**Board of Trustees Meeting of the
First Unitarian Universalist Church of San Antonio
July 20, 2016**

- A. **Gathering** - Jim Noel called the meeting to order at 7:05 p.m., and requirements for a quorum were met.

Members present: Jim Noel (President), David Ringer (Vice President), Jennifer Johnson (Treasurer), Anne Peters (Secretary), Trustees-at-large: April Chase, Betty Dabney, Richard Keith, and Gale Morrow.

Members absent: Rev. Josh Snyder

- B. **Opening words** were provided by Betty and the chalice was lit.
- C. **The Board Covenant** was read and David was appointed process observer.
- D. **Check-ins** were shared and the agenda was finalized.
- E. **Consent agenda**
1. **Review of Board Retreat notes**
Board members reviewed notes provided by David summarizing our June retreat discussions. There were no changes, and the minutes were accepted.
 2. **Treasurer's report**
Jennifer reported there was an error in Rev. Josh's FICA payments during FY16. The error has been corrected and a plan put in place to rectify the overpayment during FY17.

Our accountant has indicated that she will lower her fee from \$450 to \$350 per month, as the time she spends on our account is less than predicted. The fee adjustment will result in \$1200 annual savings.

We finished FY16 at a loss, but not far from our projections. Board members raised a couple of questions regarding specific line items with brief discussion.

3. Minister's report

The Board reviewed Rev. Josh's written Minister's report in his absence. The planned return of Rev. Art Severance to First UU as a member was noted. Josh's experience with former ministers joining congregations will be very helpful in this regard.

4. Vice President's report

David reported on the work of several committees.

Strategic Planning Committee – David reviewed the written report submitted to the Board, and indicated he will share the final stewardship campaign report with the SPC. A replacement is needed for Heather Hedquist, who recently resigned from the committee. The Board agreed that the SPC committee should move forward with recommending a replacement, and then bring to Jim for final approval.

Facilities Team – In reviewing the committee's written report, David highlighted a few specific items. Our security system is getting more expensive because it is a land-line based system. The Facilities Team is recommending replacing it with a more modern system, which will result in our monthly fee going down by approximately \$10/mo. Last year we learned that several of First UU's water pipes have leaks, but the entire pipe infrastructure is reaching the end of its lifespan. It will cost \$40K to replace completely, but could be done incrementally. The Board will need to prioritize funding concerning facility needs. The Board discussed recent movements to upgrade the nursery, which raises issues concerning where the responsibility for nursery facilities belongs, and whether the effort needs to be coordinated with a particular committee and/or our overall fundraising

strategy. Betty clarified that Earth Day RE expenses comes out of Green Sanctuary Team budget.

The Board discussed the Facilities Team request to establish an IT Team, with the intent of making our systems more cohesive, as well as to provide additional social media content/direction. The Board pondered where in the organizational structure these functions belong, and the differing skill sets needed for IT vs. communications. The Board feels that a budget line item will need to be established for IT needs. Descriptions of potential new committees (IT and Communications) will be worked on by Mary and Rev. Josh and brought back to the Board.

Finally, David noted that Jose's impending retirement may have budgetary implications. His position may need to be re-examined and re-framed in order to best meet First UU's needs.

CREF – There are eight nominees for CREF grants thus far; the deadline to apply is next month. Approximately \$12K will be given away from the CREF fund this year. The committee's next meeting is Sept. 11.

Trust Fund of Endowments – Chair William Hileman indicated to David that there hasn't been a meeting of the Trust Fund committee in six months. David has provided Will with documents to give him foundational knowledge regarding the fund.

Leadership Development Committee – LDC is currently focusing on the upcoming Leadership Bridging on Aug. 6. RSVPs are tricking in slowly – efforts are underway to generate additional RSVPs.

5. Stewardship report

Jim reviewed the final report for the 2016 campaign as submitted by Polly Noel, committee chair. Jim noted the report's recommendation that the Board consider member financial commitment requirements as stated in our bylaws. The Board supported the recommendation that the Stewardship Committee chair have an ex officio seat on the Coordinating Council, and play a liaison role with Finance Committee. Discussion followed regarding some of Bill Clontz's recommendations from the Next Steps report.

6. President's report

a. President's Convocation

Jim reported on his experience attending this annual meeting for regional UU congregational presidents, which took place in Dallas. Approximately 25 churches attended. He felt the meeting was worthwhile. Jim also mentioned his participation on a monthly call of presidents of large UU congregations from around the country. On the most recent call, the presidents shared information regarding Share the Plate and other common issues.

b. Social Justice Get Out the Vote project

Arlis Olson received feedback from the UU Funding Association regarding our proposal, asking for more specifics. Arlis is working on revisions and will re-submit.

F. New business

1. Review of Board goals

The Board agreed to table this item to our August meeting.

2. Next Steps Report – next steps

The Board agreed to table this item to August meeting.

G. Old Business

1. Board Policy 1.2: Ends Statements Revisions

The newsletter article did not generate any feedback from congregants regarding our proposed policies revisions. A motion to accept the policy revision was made by Betty, and seconded by Richard. A clarification was made regarding the intent to remove the UUA principles from the policies, since they aren't specific to our congregation. The motion passed unanimously.

H. Closing

1. **Process observation** – David provided feedback to the Board on the meeting. He indicated that the Board engaged in respectful discussion and generally stayed on track.
 2. **Closing words** – Betty provided the closing word and the chalice was extinguished.
- I. The meeting adjourned at 8:45 p.m.**