



**Board of Trustees Meeting of the  
First Unitarian Universalist Church of San Antonio  
February 15, 2017**

- A. **Gathering** – Jim Noël called the meeting to order at 7:05 p.m. and requirements for a quorum were met.
- B. **Members present:** Jim Noël (President), David Ringer (Vice President), Anne Peters (Secretary), Jennifer Johnson (Treasurer), Betty Dabney (Trustee-at-large), Richard Keith (Trustee-at-large), April Chase (Trustee-at-large), and Rev. Josh Snyder.
- C. **Opening words** were provided by April and the chalice was lit.
- D. **The Board Covenant** was read and Jennifer was appointed process observer.
- E. **Check-ins** were shared and the agenda was finalized.
- F. **Consent agenda**
  - 1. **Review of January 2017 minutes**

Minutes were approved with no corrections.
  - 2. **Treasurer's report - January 2017**
    - i. A question was raised regarding an increase in check write-off line item. Jennifer will check with Mary.
    - ii. Our electricity allocation is running behind at this point in the year due to our solar panels – this will provide a cushion for other areas that may run over.
    - iii. Security fee clarification – we changed our system earlier this year. It cost a bit more than our old system up front, but in the long run it will save us money.
    - iv. Discussion regarding tech support line item and how new IT committee may influence that line item in the future.

- v. Overall, our income is running a little ahead and our expenses are running a little behind – a good place to be!
- vi. The Social Justice Committee submitted a request for \$10K for next year's budget to fund purchasing tables at local organizations' fundraising events, such as Planned Parenthood. The Finance Committee decided not to fund this request, as our members are already supporting those organizations, and it would pose potential competition with CREF. Board members expressed support for the decision, while appreciating the case made and the open dialogue.

### **3. Minister's report**

- i. **Sheri's sabbatical** – Rev. Josh granted Sheri a 4 month paid sabbatical, December 2017-March 2018. Glenna's hours will increase during Sheri's absence, and she'll be compensated an additional \$2380. Suggestion to use this as a leverage point for the pledge campaign. Josh confirmed that sabbaticals of this nature are standard practice for DREs at Sheri's level and years of service.
- ii. **Rites of passage** – Lots of activity this year. Brief discussion regarding fee structure for members vs. non-members for rentals and Josh's services. Non-member weddings are a revenue generator.
- iii. **Strategic Planning** – Goal is to have a first draft of strategic plan on next month's agenda.

### **4. Vice President's report**

- i. **Leadership Development Committee** – David highlighted the effort to develop criteria for Board members, and asked that feedback be sent directly to Howard Berger.

### **5. President's report**

- i. **Monthly calls** – Jim reported that the most recent Texas congregational presidents' conference call focused on stewardship. The large congregation phone call focused on the review process for

ministers. Josh offered some thoughts on minister evaluation, and noted that the Committee on Ministry's role is to set, monitor and evaluate goals for the minister. As per policy governance, the Board's role is to more broadly evaluate the mission of the church.

## **6. Stewardship report**

- i. The 2017 stewardship campaign is planned and ready to roll. Betty encouraged Board members be visible/present for pledge collection. Suggestion to increase the visibility of auto-withdrawal option – possibly even give an incentive to do so.
- ii. We determined Board goals for a successful 10% increase in pledges: raise all hourly staff to fair wage (\$12 to \$13), fund DRE sabbatical, and seed money for ministerial intern.
- iii. Discussion regarding solicitation proposal of local fundraising firm in comparison to Bill Clontz's proposal.

## **G. New Business**

### **1. Cell tower lease**

Howard Berger has taken the lead on the contract discussions with the firm that proposed a 50-year lease agreement. Discussion regarding whether other companies might be interest in making us an offer. We may want to consider working with a consultant for guidance - Josh will discuss with Howard. There is no sense of urgency on our part.

### **2. Congregational meeting date**

Sunday, May 21 appears to be the best date given other holidays in May. David moved, Betty seconded. Approved unanimously.

### **3. Proposal for Emeritus Member status for Alicia Carpenter**

Betty moved we accept the proposal. David seconded. Approved unanimously.

### **4. Annual meeting with Committee on Ministry**

Bylaws state that the Board & Committee of Ministry should meet together once per year. Content of the meeting would be to look at the goals each

group set at beginning of year and do a check-in. A date will be set some time in the next month.

**5. Monitoring review: Financial policies 2.3-2.7**

Tabled to March meeting.

**H. Old business**

**1. Reception for UUA President/College of Social Justice members**

Board approved (via email) use of \$400 from Board contingency fund to host the dinner. Organizers are very appreciative of the support.

**2. Monitoring review: Ends 1-3**

i. **In general** - Josh explained his process for approaching the Ends monitoring reports. Counting the costs and benefits (programming) is fairly concrete. Measuring outcomes is more difficult – the only way to do it is by asking congregants via a survey. Josh envisions doing a survey at the end of the church year, then applying that data to the Ends report the following year. Discussion regarding how the Ends are shared with the congregation. Some of the interpretations could potentially be used as messaging in the stewardship campaign. Josh invited Board members to give him any further feedback regarding format and content

ii. **End 1** - Suggestion that benchmarks may be set too high.

iii. **End 3** - Tabled to March meeting.

**3. Desired criteria for Board members and officers**

Tabled to March meeting.

**4. Committee to set cash flow limitation policy – need to set a target date**

Tabled to March meeting.

**5. Date for Rev. Josh's report on calendar/coordination of church fund-raising**

Tabled to March meeting (will be worked into financial policies review).

**I. Closing**

1. **Process observation** – Jennifer noted the thoughtful conversation. We ran long, but reminders of our timeline were helpful.
2. **Closing words** – Josh provided the closing words and the chalice was extinguished.

J. **The meeting adjourned** at 9:00 p.m.