

**Board of Trustees Meeting of the  
First Unitarian Universalist Church of San Antonio  
May 18, 2016**

A. Gathering, establish quorum

Howard Berger called the meeting to order at 7:03 PM, and requirements for a quorum were met.

*Members Present:* Howard Berger (President), Jim Noel (Vice-President), Jennifer Johnson (Treasurer), David Ringer (Secretary); Trustees-at-large: Dale Hibner (by telephone), Gale Morrow, and Anne Peters; Rev. Josh Snyder.

*Members Absent:* Terry Palin

B. David provided opening words and the chalice was lit.

C. The Board Covenant was read and Jim was appointed Process Observer.

D. Check-ins were shared and the agenda finalized. An updated agenda was distributed which contained one additional item in the President's report section – General assembly delegation.

E. Consent agenda

1. March Board Minutes. Howard called for corrections to the April Board meeting minutes. There was one question regarding clarification of the wording for the gun free campus policy. A clarification was discussed and changes approved for reporting in the April minutes. The amended minutes were accepted.

2. Treasurer's Report. Jennifer reported that the Church budget profit and loss performance for the year through April were close to those planned in the 2015-2016 budget. Chief elements in being able to stay on budget are unexpected increases in several fixed cost areas such as Insurance. Following a brief discussion the report was accepted.

3. Minister's Report. Rev. Snyder reviewed Ministerial activities during the past month. He reported that the COPS Metro Alliance 40<sup>th</sup> Anniversary Celebration was well attended by First UU members, and that he enjoyed the opportunity to serve as co-chair for the event. He also reported that progress was being made by Strategic Planning Committee which included completion of their SWOT analysis of the church, and, as a next step will focus on the development of specific questions for congregational input in various areas. In addition, Rev. Snyder reported that a subcommittee of the Board has completed an initial redraft of the Ends Policies; these will be ready for review and approval at the June 12<sup>th</sup> Board Retreat. Rev. Snyder indicated that the staff has completed setting the summer vacation schedule and that end of the year staff evaluation and goal setting efforts are progressing. The Worship Committee has completed the scheduling of summer preachers for all Sundays. Rev. Snyder also reported conducting a graveside service for Anne Ramsay on May 11<sup>th</sup>. The report was accepted.

4. Vice President's Report. Jim reported that while the Facilities Team had not met, that the process for purchasing the new sanctuary AC unit was now moving forward. He also indicated that the Leadership Development Committee's list of new leadership

nominations was ready for the Annual meeting, and that CREF had prepared the call for submission of new grant nominations to be awarded in the fall.

5. Stewardship Campaign Report. Jim reported that the Stewardship Committee's final report on pledging for use in the final 2016-2017 budget planning awaits the addition of the most recent pledging results.

6. President's Report.

a. *Next Steps Report*. Howard reported on the arrival and distribution to congregational members the Bill Clontz Next Step Report on the readiness of First UU to develop a capital campaign in the near future. Overall, the Board agreed that the report was enlightening with many caveats on the health of the congregation and offered many suggestions for areas of future focus including stewardship and membership growth. The Board agreed that it would spend time at the June Board Retreat to discuss which of recommendations to move forward and how.

b. *Annual Meeting Agenda*. Howard distributed an agenda for the 2016 Annual Congregational Meeting which included two questions which would be asked of the congregation for "appreciated input" to the Board. They consisted of:

1. Whom are we called to attract and how shall we invite them?

2. How are we to be in ministry to people outside the walls of our church?

Howard also led a discussion on the use of Trust Fund of the Endowment dollars for specific Board approved purposes. He indicated that procedural rules for the Trust allow for Board requests. In this context, he asked whether the Board should consider proposing to the Endowment Committee that Trust Funds be used to pay for Bill Clontz's services in the development of our Stewardship and Capital Campaigns. After a short discussion, the Board unanimously agreed that such a proposal be submitted to the Endowment Committee.

c. *General assembly delegation*. Howard presented a slate of nine First UU Church of San Antonio congregation members to be our voting delegates to the 2016 UU General Assembly Meeting in June. The nine recommended delegates are:

Howard Berger, Diane Duesterhoeft, Donna Harrison, Maggie Joseph, Mary Grace Ketner, Mike Philips, Donna Reed, Lani Van Petten, and Sylvia Wheeler.

A motion to accept this slate of delegates was made by David and seconded by Anne. The motion passed unanimously.

F. New business

1. Inquiry from the year past- What should we do better next year? Howard invited the Board to reflect on the last year and suggest areas where the Board could improve. A number of areas were mentioned ranging for being more proactive in addressing needs of physical and program development, to providing greater support to new Board members by means of a handbook or mentoring.

2. Organizing Board retreat. The 2016 Board Retreat will be held Sunday afternoon, June 12, 2016, following the Sunday service. Anne volunteered to facilitate the meeting with the assistance of Josh, and David volunteered to take notes. Several areas for discussion were suggested, including: 1) Review of the newly revised Ends Policies, 2) Process for Next Steps Report follow up, 3) Review of Board Covenant, 4) Process for developing a Board handbook, and 5) 2016-2017 Board goals setting.

3. Scheduling Board meetings in June and July. In lieu of the June Board Retreat, it was agreed not to hold the usual monthly Board meeting in June. The normal schedule for Board meetings will resume in July.
- G. Old Business
1. Update on budget (as needed). Based on available information, no changes in the budget are needed at this time.
- H. Closing
1. Jim provided Process Observation feedback to the Board on the meeting. He indicated that the Board stayed on track, followed the agenda, and adhered to customary Board procedures.
  2. Gale provided closing words and the chalice was extinguished.
- I. The meeting was adjourned at 8:47 PM.

The next regular First UU Board Meeting is scheduled for Wednesday, July 20, 2016 at 7:00 PM  
in the Dix Bldg. Conference Room