

OUUC Board Meeting Minutes
November 15, 2018
OUUC Classroom 3

Board officers present: Don Melnick, President, Fritz Wrede, Vice-president, John Tafejian, Treasurer, and Jim Anest, Secretary.

Members at large present: Wendy Tanner, Sara St. Clair, Maureen Canny.

Members at large not present: Barry Zickuhr, Christine Parke

Exofficio Board Member present: Reverend Eric Posa

Congregational members present: James Trujillo and Tiffany Feltch.

Opening words were shared by Don.

We all read the Board Covenant.

We reviewed the agenda and agreed to minor adjustments.

The Consent agenda was approved, which included the October Board meeting minutes, John's financial report for October.

John presented a projection of 2018 revenue. He reported that pledges are projected to total \$430,000, for an estimated total income of \$487,000.

John presented and we discussed the 2019 budget which will be proposed to the congregation at our December 14 Congregational Meeting. The budget will total \$488, 574. A copy of John's Budget report is attached the note below.

We discussed the specific terms of the proposed contract for the new settled minister. We considered some revised standard language suggested by the UUA. We agreed upon the language for the Negotiations Team.

We discussed the compensation package for the new Settled Minister and agreed on a minimum offer of \$77,000, understanding that there would be some room to negotiate based on years of experience and other relevant factors.

The Ministerial Search Team (MST) was represented by James Trujillo and Tiffany Feltch. They reported that they are on schedule to submit quality products to the UUA, and expect the Congregational Record to be completed by the end of November.

We discussed and approved the Monitoring Calendar. See the specifics below in a note.

We agreed to move the next Board Meeting to December 6 in order to give us more time to prepare for the December 14 Congregational Meeting.

We adjourned our regular meeting and had a short meeting in Executive Session, in response to a request for information as a part of a routine fiscal review.

Then in the open session that followed we voted to: 1) Provide a copy of Thomas's resignation agreement, but 2 declined providing contact information for the then board President because she is no longer a members of this congregation. We did agree to give the financial reviewer opportunity to talk with still sitting board members, Jim Anest and Wendy Tanner, who were on the board at the time of Thomas's resignation.

The next board meeting will be Thursday, December 6, 2018.

Submitted this 16th day of November, 2018 by Jim Anest, Board Secretary.

(See 2 Notes below)

Note 1: 2019 Budget proposed by the Board

Row Labels	Values		
	Sum of 2017 Budget	Sum of 2018 Budget	Sum of 2019 Budget
MINISTRY AREA - COMMUNITY LIFE	\$1,595	\$1,620	\$1,620
Member Services	\$885	\$760	\$760
Partner Church	\$710	\$710	\$710
Young Adults		\$150	\$150
MINISTRY AREA - EXECUTIVE/BOARD	\$113,960	\$88,650	\$92,427
Committee on Ministry	\$500		
Financial - Fixed - Loans, Dues	\$91,857	\$76,001	\$78,347
Financial - Variable - Fees, Bookkeeping, Insu	\$17,553	\$8,549	\$8,549
Fundraising	\$2,500	\$2,500	\$2,500
Leadership	\$750	\$800	\$800
Leadership Development	\$800	\$800	\$800
Minister Search			\$1,431
MINISTRY AREA - FAITH DEVELOPMENT	\$7,291	\$7,075	\$7,075
Adult Education	\$1,125	\$1,000	\$1,000
Family Ministry	\$6,166	\$6,075	\$6,075
MINISTRY AREA - FAITH IN ACTION	\$4,650	\$4,600	\$4,500
Addiction Ministry	\$200	\$200	\$100
Faith in Action - BENEV	\$3,500	\$3,500	\$3,500
General Support	\$600	\$650	\$650
Green Sanctuary	\$350	\$250	\$250
MINISTRY AREA - RESOURCE MINISTRY	\$41,141	\$35,307	\$36,017
Audio Visual	\$1,062	\$500	\$500
Buildings and Grounds - Annex	\$1,000	\$500	\$0
Buildings and Grounds - Main	\$17,595	\$19,000	\$17,500
Caretaker	\$2,050	\$2,500	\$4,500
Kitchen	\$1,600	\$800	\$800
Office	\$17,834	\$12,007	\$12,717
MINISTRY AREA - SPIRITUAL LIFE	\$6,000	\$6,000	\$6,000
Music	\$3,500	\$3,500	\$3,500
Worship Arts	\$2,500	\$2,500	\$2,500
PERSONNEL	\$327,248	\$335,080	\$340,935
Compensation - Hourly	\$7,200	\$16,617	\$18,342
Compensation - Salaried	\$233,912	\$230,883	\$233,574
Life/Disability Benefit	\$4,410	\$4,275	\$4,326
Payroll Taxes	\$14,732	\$16,428	\$16,499
Professional Exp & Other Benefits	\$14,460	\$14,035	\$14,035
Retirement Benefits	\$21,875	\$21,206	\$21,456
UUA Med/Dent Plan	\$30,659	\$31,636	\$32,703
Grand Total	\$501,885	\$478,332	\$488,574

Note 2: Ends Monitoring Calendar

Monitoring Schedule

Pol. #	Policy	Proc.	Frequency	Interpretation Confirmed	Monitoring Month
I.1.0	Ends <ul style="list-style-type: none"> • UU Identities • Hearts Filled • Welcome All • Responds to Needs • Justice Work • Environment 	IR	Annually	October November November December December January	September
II.2.0	Global Exec. Constraint	IR	Annually	January	April
II.2.1	Treatment of Congregants	IR	Annually	March	June
II.2.2	Treatment of Staff	DI	Annually	March	June
II.2.3	Financial Plng. & Budgeting	DI	Annually	August	November
II.2.4	Financial Cond. & Activities	IR	Quarterly	August	February., May, August., November
		Ext	As Needed		
II.2.5	Emergency Minister Succession	IR	Annually	February	May
II.2.6	Asset Prot.	IR	Annually	October	January
II.2.7	Comp & Ben	IR	Annually	January	April
		Ext	As Needed		
II.2.8	Communication & Support	IR	Annually	December	March
III.	Board-Exec. Delegation	DI	Annually		May
IV.	Gov. Process	DI	Annually		December

Procedure for Monitoring: IR= Internal Review, DI= Direct Inspection by the Board
EXT=External Review (e.g.financial review)

Adopted by Board of Trustees 4-14-2016
Ends Policy added 4-25-2016, Updated 12-13-16, 5-11-17,12-6-2018