

April 2006 Monthly UUC Board of Directors Meeting

Meeting Date: April 19, 2006 **Chair:** President: Bill Norsworthy
Secretary: Laura Iyer - Assistant

Attendees: Barbara Brandt, Pegotty Cooper, Eliseo Santana, Jr., Millie Rochester, Abhi Janamanchi, Laura Iyer, Mary Thornton, Charlene Carnes, Ken Suggs, John Chase, Barbara Buckland, Catherine Conover, Elizabeth Cobin, Frank Wells, Peggy Long, Pat McGiven, Kris Temple

Absent: Jimmy Grefenstette; Pat St Clair, Kathleen Krohn, Zora Reece

Call to Order: By Bill Norsworthy 6:35 p.m. **Meeting Adjourned:** 10:30 p.m.

Opening Words by Abhi Janamanchi

Reading of the Board Covenant led by Bill Norsworthy

Check In

Action: Review and approval of March 15, 2006 Board Meeting Minutes

March 15, 2006 meeting minutes. Ken Suggs corrected the Treasure's Report Summary p. 5.

From: *Our income deficit of \$44,997 is \$14,155 greater than projected for this period ending 2/28/06.*

To: *Our income deficit of \$44,997 is \$14,155 **less** than projected for this period ending 2/28/06.*

Motion made by Barbara Brandt to approve the minutes as corrected. Approved unanimously.

Action: Board Member Reinstatement

Catherine Conover was reinstated to the Board of Directors after missing 3 consecutive meetings.

Motion by Charlene Carnes to reinstate Catherine Conover to the Board. Approved unanimously.

Review: Secretary Appointment

UUC Bylaws state that holders of elected offices are required to be voting members of the congregation for at least one year. Laura Iyer has been nominated to serve as secretary, but she just became a member in October, 2005. To complete this year's term, the Board appointed Pat McGiverin as Secretary and Laura Iyer as Assistant Secretary. Motion made by Barbara Brandt was approved unanimously. Bill Norsworthy will contact the Nominating Committee to work out this issue prior to the Annual Meeting-

Action: Administrative Committee Appointments

The board made two appointments to the newly formed Administrative Committee: 1) Charlene Carnes (Board representative) and 2) Ken Suggs. These appointments are effective immediately.

Motion by Barbara Brandt to appoint Charlene Carnes and Ken Suggs to the Administrative Committee. Approved unanimously.

Review: GA Delegates

Six members are interested for GA delegate consideration. The Board will ask the delegates to share their GA experience with the congregation after returning. We have \$422 of carryover funds available for this purpose.—Distribution of these funds and delegate approval will be decided at the next Board meeting.

Action: Nominating Committee and Ministry Committee Appointments

Board members selected two nominees for the annual elections. Mary Thornton was selected for the nomination committee and Diana Frasier for the Ministry Committee.

Motion by Barbara Brandt to appoint Mary Thornton to the Nominating Committee and Diana Fraser to the Committee on Ministry. Approved unanimously.

Review: Committee/Board Orientation and Board Retreat Dates

The following dates were finalized for this summer's orientations and retreat:

1. June 6, 2006: New Board Member Meeting
2. June 10, 2006: Committee Chair Orientation
3. Aug 11-12, 2006: Board Retreat at the Franciscan Center.

Action: Budget Recommendation for May 21, 2006 Congregational Meeting

- Ken Suggs and Ed Kraemer reviewed fiscal year 2006-2007 proposed budget.
- Based on projected revenues, The total budget deficit ~~is~~ would be \$79,464. The board previously agreed with the Finance Committee's recommendation that our maximum deficit for next year should not exceed \$35,000. -This means that substantial expense reduction is required.
- The Finance Committee recommended several changes including modifying the Business Administrator position in order to achieve an acceptable \$35,000 deficit.
- The four scenarios reviewed by the Board are as follows:
 1. Retain full time Business Administrator (BA) Position, at total compensation of \$57,000.

Expense Reduction = \$0

2. Hire part time BA (20 hours) for \$20,000 (retaining Administrative Assistant position at 20 hours). BA would be a part time managerial position, more focused on office, property, and rentals, with support from Abhi and Millie. Financial oversight duties performed by Treasurer.

Expense Reduction = \$37,000

3. Eliminate BA position and expand Administrative Assistant position from 20 hours to 30 hours, and increase compensation from \$13,000 to \$28,000. This would require more extensive support from Abhi and Millie in the areas of office, property, and rentals than would scenario 2. Financial oversight duties performed by Treasurer.

Scenario 3 Reduction = \$42,000

4. Eliminate BA position and re-assign BA duties as follows: Office and Property covered by Abhi, Rentals covered by Millie, and Finance covered by treasurer.

Scenario 4 Reduction = \$57,000

Motion by Pat McGiverin to select the budget reflecting **Scenario 2** to be presented at the May 21, 2006 congregational meeting. Approved unanimously

Reports: (Agenda change: Reports were covered before the budget discussion so that committee chairs had an opportunity to contribute to the budget review.)

Minister's Report (Distributed)

Abhi highlighted from his report:

- On April 14, 2006, Abhi was appointed President of the International Association for Religious Freedom (IARF). As part of his responsibilities, he will be traveling to Japan on November 15 to attend a Buddhist Centennial.
- Abhi will be working with Millie and Frank in the next few weeks to work out the final details of the second service. He will give a report at the next Board meeting.

Treasurer's Report (Distributed)

Ken Suggs highlighted from his report:

- UUC income is \$2209 over income budget primarily from donated oilwell investments and the art sale.

Assistant Minister's Report (Distributed)

Millie Rochester highlighted from her report:

- Rosanne Silverman was hired as the RE Assistant.
- More time and effort will be required for instituting Children's RE for two services. Rosanne is working on systems to manage the extra volunteer and teaching required.

Business Administrator's Report (Distributed)

Barbara Buckland highlighted from her report:

- Final rental agreement with the Waldorf School is underway.
- Pinellas Homeschoolers have found other accommodations for their homeschool co-op.
- Negotiations are ongoing with the National Cremation Society to rent space for larger funeral services.

President's Report (Distributed)

Bill Norsworthy highlighted from his report:

- There were 50 members and friends who pledged last year who did not pledge this year for various reasons including moves, health, and finances.
- Average pledge went up from \$1200 per pledge unit to \$1500 per pledge unit.

Minutes submitted by Assistant Secretary Laura Iyer