

Minutes of the Board of Trustees Meeting
January 08, 2003
Unitarian Universalist Fellowship of Columbia

Members Present: Becky Dickey, Kevin Meredith, Mary McGriff, , Bill Meller, Joe Long, Regina Moody, Mary Heriot, Andrea Derrick, Sloan Christian

Members Absent: Amy Grimm, Sandy Chubon, Dwight Pregler

Ex-Officio: Patrick Price

Guests: Carita Barr

Call to Order: Kevin Meredith called the meeting to order at 6:15 PM.

Opening Words: None read

1. **Last Months Minutes:** The minutes of the previous meeting were read. Sloan stated, in regards to item #7 on Ex-Officio Addition of Minister to Nominating Committee, that the minutes should be updated to include the concern that, if nominated, Patrick may be privy to information that is confidential and that information could be abused. And that this appointment may give Patrick too much power. The December minutes will be updated as such. Joe made a motion to accept the minutes, conditionally pending update, the motion was seconded and passed unanimously.
2. **Staff Reports –** The staff reports were read. It was noted that the presentation of the Rocky Horror Picture Show has been postponed. Isabel's report noted that the repair to the copier was surprisingly successful and inexpensive. We can continue to use the old copier but we will continue to look for a new one, as well. Sloan was concerned that the Board did not vote on the paying of Christmas bonuses to the staff. Kevin stated that the bonuses were very small and were given in the spirit of past years. Sloan expressed a need she felt to review staff salaries. Kevin suggested Sloan get this item on a future agenda and asked for specific issues associated. Regina stated that we might formalize our bonus giving approach and perhaps budget for them. Bill made a motion to accept the reports, the motion was seconded and passed unanimously
3. **Treasurers Report:** Joe presented the Treasurer's report. Mary H. asked why there was no Coffee House income reflected. Patrick explained that Susan provides those funds about twice a year. She holds the cash to cover some events that actually lose money and so at year-end she has ready cash for the next year. Mary H. stated that all income should come through the Finance Committee so it can be part of the budget process. Our Coffee House income estimates are generally quite accurate. Susan does regularly provide Joe a statement of the Coffee House account. Mary H. requested she receive a copy, too. Mary H. was concerned we didn't have a record of these funds. Patrick stated we do have control of these funds, just in a separate account. This is because, functionally, Susan needs to issue checks quickly. Regina suggested the Administrator prepare a report of Coffee House funds. Mary H. suggested we post the Coffee House income and expenses on the budget reports, or include the current cash balance in a line item. Joe will post in the Unigram the

Minutes of the Board of Trustees Meeting
January 08, 2003
Unitarian Universalist Fellowship of Columbia

accounting of the first six months of Coffee House activity and include balances in the budget reports.

Joe noted a posting error and that the \$449.00 listed as savings should reflect \$49.00. We are behind in pledges. We received a \$1,000.00 contribution toward replacing the heater, but the total cost will be about \$2,835.00. Kevin asked if we could finance a new heater through SCE&G. Kevin will pursue. If so, then we could use the \$1,000.00 toward making monthly payments. We had a general discussion of furnace types and needs. Regina suggested we prepare a letter of appreciation for the donation. Joe moves that we should prepare a letter and put a note in the Unigram, the motion was seconded and passed unanimously. We thanked Regina for her coordination efforts.

It was noted that the UUFC is operating in the 'black' so far year-to-date.

4. Rocky Horror Picture Show Presentation: The discussion is on hold.
5. Youth Coordinator: Cindy Harper reports that we are ready to interview several candidates after the service on January 19.
6. Copier Replacement: Discussed as part of the Staff Reports (above).
7. UUA Pledges: Regina checked the UUA web site and reported that the Fair Share term is an annual program fund term. UUA pledges are \$46.00 but she couldn't find reference to the District pledge amount. Patrick stated the District pledge had been \$15.00 but it may have been increased. The February 2003 membership mark is used to determine our fair share. Patrick stated that some UU fellowships drop certain actual members from their numbers they report as certified members. Carita mentioned that in some years past we created the concept of pledging units as opposed to actual members and dropped the college students from the list.

The 'certified' number is what the UUA counts to determine the number of GA delegates and determines our fair share.

Carita stated she felt the congregation should place a high priority on paying our dues, including the TJ District dues. The Membership Committee meets again before this year's membership numbers are due and can develop that total for us. Kevin may need to sign the submission form. Dues are due by June 30 but are billed quarterly. Regina suggests the Board members review the UUA site for insights into the benefits of paying dues. There was a general discussion concerning the need to address the membership dues issue now rather than wait until we begin the budget process. We stated that in the past the UUFC wanted to pay the dues but we can never seem to raise enough income to do so. We would need about \$8,000.00 and that represents a significant portion of our annual budget. Mary M. stated we should have more frequent congregational meetings to better inform folks and to discuss budget item like these dues. The service on meeting days should be abbreviated to make it easy for more people to stay for the meetings.

Minutes of the Board of Trustees Meeting
January 08, 2003
Unitarian Universalist Fellowship of Columbia

The next annual meeting is May 18 with a pre-meeting on May 9. There was discussion if we should include a general congregational meeting as part of the Canvas dinner in March. We discussed addressing congregational issues at the Youth fund raising lunches. We need to ask Dave Dickey (Canvas chair) to pick a date for the canvas dinner.

We discussed having a mini-annual meeting to cover fellowship 'health' issues in February or in April. Patrick offered to hire a UUA speaker from the Healthy Congregations Team to talk about what it means to be a part of the UUA. The Board decided we would rather host such a talk from within and save the speaker fees. We will schedule a meeting for February and then see if another meeting in April is worthwhile. We may refer to these meeting as UUFC Info Parties. The agenda is to be determined and should include the committee chairs to report on what they do (keep each report short – two minutes). We picked February 16 and Kevin will coordinate the promotion.

8. Audit Report: No new action.
9. Finance Committee Member Approval: Mary H. proposed the approval of Sloan Christian to the Finance Committee. Joe made a motion to accept the nomination, the motion was seconded and passed unanimously. The Finance Committee will begin to use the room behind the pulpit as a work area instead of Room 1. We need to network a computer to that area.
10. Annual Bazaar: Carita requested the Board fine a space to store the items left over from this years Bazaar.
11. Red Cross Certification: Sara Williams requested that we set up the UUFC as a CPR training location. There would be no cost to the UUFC. The Board was in favor.
12. Social Action: Jan Fultcher has been appointed as committee chair. Regina reminded us that the Board had discussed changing that committee name and its approach to issues. We must remember that there is already some momentum in that area that must be incorporated into any activities of that committee.
13. The meeting was adjourned at 8:15 PM. Next time, Sloan will bring a reading and Becky will provide the fine dining.

Humbly Submitted by:



Bill Meller
Secretary, UUFC Board of Trustees