

## UUSMC Board of Trustees Meeting Minutes

January 17, 2019

Attendees: Stephen Peterson, Judy Papenhagen, Helen Springer, David Bonner, Anna Hull, Greg Pelley, Melissa Bryson

### 1. Endowment Fund Program Bruce

Bruce Koepcke gives us a summary of a resource created April 2018 about Legacy Giving and the UUSMC Endowment Fund Policy. Purpose of the Endowment fund is to invest, collect dividends, and create a sustainable, long term financial asset for us in the event we need it.

Question 1: Where is the Endowment program managed- the Finance Committee, or the Board of Trustees?

Board Discussion: Third option offered by Greg is to create a standing committee instead (not a sub committee. Agreement from board that Yes it will not be a subcommittee of Finance committee.

Question 2: How do we handle ongoing donations- people can donate directly to the account with the UUA, or establish an internal account to be monitored by whoever is managing endowment program?

Board Discussion: Doesn't necessarily need to be in the policy, operational decision. Will likely be a combination of approaches.

Question 3: How much guidance do we want to give about what constitutes dipping into the endowment fund principal (ex. catastrophic event, church closure, church merge)?

Board Discussion: Question intends to ensure we do not create such stringent standards that we never feel as if we can utilize money when it is needed. Decision is to use the same language as in Principal section of the policy- extreme emergency or major opportunity.

Question 4: What amount do we need to accrue until we can begin to use cash payouts?

Board has agreed that we need to have \$100,000 in the Endowment before we can begin to take cash payouts of 0-6%

Question 5: What guidance do we want to give about how those cash payouts are used?

Board Discussion: We want to drop the specific listing of potential opportunities (highlighted area in current policy) move introductory paragraph directly under UUSMC Policy (not under Principal) regarding the use of Endowment funds (the purpose of...in those cash flows) to describe the use of the funds

Question 5: Is board OK with forming a Legacy Giving Team to provide guidance to members and friends who want to contribute?

Board Discussion: Yes. We do think this is extraneous to the policy and does not need to be included in this policy document.

Additional discussion: To delete Legacy Giving from policy to simplify it as a solely Endowment Fund Policy- Judy, Greg, and David will edit the draft of this policy to reflect this change.

2. Treasurer's report David

Highlights: Embracing the guidance of the Board to not have a deficit by the end of the year, the Finance Committee will continue to offer reports of the budget, and will make a more concerted effort to create the most updated and accurate report of where we currently stand with all of our anticipated income, and expenses. Deliberate focus to communicate the budget messaging, and financial state in general, with the full congregation to encourage transparency and positive growth. Double checking that we are talking to all people, and creating ample opportunity for new and existing members and friends to contribute. Goal is, come December, to have a \$0 budget deficit. Discussion about fundraising- how we fundraise, how often, how our messaging is received.

3. 30th bday party Judy

March 2nd 5:30-9:30, dinner, pasta/bread/salad potluck by one-on-one requests to people who we know cook. (Update: This has proved confusing so we are just calling it a potluck--we still will request some specific dishes--and also send the message that you don't HAVE to bring food.) Program ideas--have some long term members gather to talk about history of the church to be shared via spoken vignettes during dinner. Dessert, everyone sits with their birth month to create some mingling. Ice breaker at the table and then a group quiz for a fun activity. What outreach are we planning to celebrate our birthday with the general public? Press release? There is talk of the design of the invitation, and potentially we could compliment those ideas with additional items like UU t-shirts.

4. Service Auction Helen

Timeline: Recruit Team and set the date and theme by Feb 3 (12 wks out), logo/poster design by Feb 17 (10 wks out), Initial item request by March 3 (8 wks out), print tickets by March 24 (6 wks out), print tickets by March 24 (6 weeks out), start publicity on March 24 (6 wks out), start ticket sales by April 7 (4 wks out), event is on May 4th. **May the 4th Be With You** for the theme Star Wars. Pat Thompson is documenting the logistics as this year's event planning is underway for future years' planning. Helen needs help recruiting support for teams, and details from those who have previously organized. Diane Hofferf is going to handle the food and the space -pun intended- layout. Discussion about renting the tent, and the plan is to eat outside under the tent and then come inside and have the service auction in the sanctuary.

5. UUA Statement of Conscience Greg

The board voted to put before the General Assembly a statement around the importance of protecting the integrity of the democratic process in this country (big money, etc.)

#### 6. Volunteer recruitment

Judy/Greg

Going alright! People are finding the table and the clipboard and the sign and standing there during coffee hour; people are visiting the table to talk. A few people have signed up, and some people have even be connected with pledging. The clipboard does have a list of the committees and activities that people can be connected with, as well as the leads on those to connect potential volunteers with.

#### 7. Cottage Meetings

Judy/Greg

This is a next step after establishing our DNA. The plan is to hold 15 to 18 meetings and reach 80 to 90 members total. We can meet at the church, or a coffee shop, or someone's home. Goal is to create a strategy for the church from the input of members. We have created a mission, but this process is to help us tease out our vision together.

#### 8. Annual Meeting and Board Turnover

Judy

June 2nd will be the Annual Meeting. The Nominating Committee needs to begin with potential new member gathering before early April.

Meeting ended at 9:00pm