

**Unitarian Universalist Fellowship of Los Gatos**

**Board of Trustees Meeting Minutes**

August 11 & 18, 2005

Meeting was called to order at 6:30 P.M. with Chalice reading by Walt

In Attendance: Harry Campbell, Pam Rhodes, Walt Main, Irving Yabroff, John Omvik, Sabine Omvik and Margo Smith

Guests: Rev. Nancy Roehmheld, Katie Rall, Bill Scarvie

**ANNOUNCEMENTS**

Members gained and lost – Walt: Lost George Gordon

Pancake breakfast is being coordinated by Joanne Crane.

Leftover money from Bens goblet will go toward pizza party for Ben; the Womens Group is handling the party

**CONSENT ITEMS**

RESOLVED that the minutes of the July meeting be approved as they appear on the web site.

RESOLVED that Bob Bixler is approved as Building Chairperson under the Admin and Building Trustee, Irving Yabroff.

**NANCY'S HOUSING COST ESTIMATE**

This is an item we have to have on file in case the IRS wants to audit us. Copies were distributed at meeting.

RESOLVED that the board accepts the minister's estimate of housing allowance expense for the calendar year 2005 which has been submitted to the Board Secretary.

### **CONSENT ITEMS PASSED**

--- Items from the Leadership Retreat ---

COVENANT Although there are dissatisfactions with the existing Fellowship covenant, the consensus was to not change things we could live with, and certainly not to dive into writing the whole thing over unless/until it becomes apparent that we have to. The first thing is to make the existing covenant available to the membership, many of whom don't know it exists. Irving has agreed to get a copy up on the wall in our lobby, so it can be seen. We will wait for congregational reaction, if any.

COMMUNITY / GROWTH There was extended discussion of the related topics of building an excellent community, marketing, and the member induction process, where "marketing" means bringing people to the door, and "member induction" means taking people at the door through a well defined series of steps leading to membership and becoming incorporated into the programs and activities of the Fellowship. Although the Membership Committee clearly has a key role here, every group in the Fellowship has a responsibility in these matters. Three resolutions are offered coming out of this discussion:

RESOLVED that the board hire a PCD Mystery Worshiper to give us an outsider's view of the guesting experience at UUFLG.

**PASSED**

RESOLVED that marketing activities be de-emphasized or eliminated in favor of concentrating on defining and putting in place an excellent member induction process.

**TABLED**

Note: Marketing will be suspended until we revisit this issue in September or October.

RESOLVED that the Membership Committee takes the lead in putting in place an excellent member induction process, including recruiting appropriate assistance from other Fellowship groups and staff.

**PASSED**

RESOLVED the Board of Trustees has set as a high priority the integration of prospective members into our community and the Board invites all members to contribute to the implementation of this most important process.

**PASSED**

RESOLVED that the Board fully supports the DRE search committee's selection of Kari Sparks as our new DRE and recommends that the membership approve this selection. The Board will seek approval by mail ballot to hire.

**PASSED**

Meeting adjourned at 8:00 PM until next Thursday at 6:30 PM

Meeting Continued August 18, 2005 at 6:30 P.M.

In Attendance: Lynn O'Keefe, John Omvik, Jim Beebe, Pam English, Irving Yabroff, Walt Main, Margo Smith, Harry Campbell, Sabine Omvik

Guests: Bill Scarvie

Resolved that Irving, the bookkeeper, spend \$246 of the collected funds to purchase Ben's set of goblets and apply the remainder to the farewell pizza party.

**PASSED**

RESOLVED: Money raised for specified charitable causes will be disbursed to those causes without further board action. The chair of the committee or group raising the money is responsible for following up with the bookkeeper to see that the funds are properly disbursed, and the bookkeeper will record the transaction under the appropriate account.

**PASSED**

RESOLVED that when it is announced that the morning's offerings will be split with a specified charitable cause, half of the non-pledge offerings will be disbursed to that cause.

**PASSED**

Related to all this but not brought up at the retreat is the matter of requirements before becoming a member, other than the bylaw requirement of signing the book. These might include:

Familiarity with UUism, evidenced by previous UU membership or attendance at a UU 101 class.

Conversation with the minister about becoming a member

Attendance as an observer at some committee or membership meeting

An understanding of the Fellowship's need for financial support

RESOLVED that the Membership Committee be asked to propose a list of new member requirements, drawing on our new minister's varied experience with other congregations to understand what has worked well elsewhere.

**PASSED**

RESOLVED that the Fall Business meeting will be 10/23/05 and the Spring Business meeting will be 5/21/06.

**PASSED**

RESOLVED that the following will be published in the newsletter:

To everyone:

We have decided to no longer be actively pursuing the purchase of the land next to the Fellowship. Further due diligence was conducted and it wasn't possible to make a strong enough economic case for buying the land. In other words, the seller is asking too much for the land. I want to thank everyone who participated in the discussion group, and those that expressed an interest in the LLC. Also, Noor Billawala did put in time on our behalf with the property owners acting as a broker.

In Fellowship, Tim Connelly

The Board would like to thank Tim for bringing this opportunity to our attention and for the time and effort he and others have put in to considering our various options. The Board concurs with Tim's assessment that the proposed LLC will not acquire the land and donate a portion to the fellowship, and the Board does not see the possibility for the fellowship itself to purchase the land at this time. We remain focused on strengthening and growing the membership. We will continue to explore other options for expanding the size of our facility in the future when that will become necessary.

The UUFLG Board

Matters for the agenda for the September meeting

#### NOMINATING COMMITTEE

Former Board Members who could be candidates for next years Nominating Committee, Nan Bixler, Hollie Dunham, Russ Malley, Bob Bixler, Bill Crawford, JJ Martin, Julie Doyle, Joe Rafferty, Susan Parks,

3-person subcommittee to review performance of pROFESSIONAL, CONTRACTED staff

possibility of hiring a paid teacher

Meeting adjourned at 7:55 PM

Respectfully submitted by Margo T. Smith, Secretary