



March 9, 2017
Tapestry Board of Trustees
Meeting Minutes

The Board Meeting was called to order at 6:58pm

Attendees: Lynn Cowan, Brett Jones, Rev. Kent Doss, Eddie Moler, Connie Pursell, Kara Corbin-Lickfett., Julia Rampone, and Dave Weber

Absent: Carol Semelroth

Guest(s): Julie Morgan (performed financial review)

Lynn Cowan provided opening words

Agenda and Approval of Minutes

1. Minutes of the February 9th, 2017 Board meetings were approved - M/S/P
2. The agenda was approved as submitted– M/S/P

Consent agenda: n/a

Business Themes:

Finance:

Financial Compilation: Julie provided financial statements and discussed the report with the Board. Recommendations to the Board included changing our accounting software. She reported that it is more complex for what we need so suggested with simplify. Issues to be simplified included the accounting strategy for the prepaid accounts and the confusion concerning net assets that did not always add up from year to year. Julie could bill hourly as we need her to answer future questions and she also gave the Treasurer the name of a bookkeeper that could be helpful. She will send us approval of the draft report for us to sign and we should send it back on letterhead to complete the review.

Report of the VP Finance:

Stewardship Planning:

Eddie will be sending out to those that volunteered to call congregants their list of people and the instructions for calling. Eddie has lined up people to speak during the service for the next few Sundays. There will be a raffle during the Sunday brunch and Eddie is organizing the items to win.

Budget Adjustments:

Eddie summarized the current budget numbers and projected end of the year numbers. There was a discussion of our employee retirement benefits policy. The Board approved a motion to create and implement an employee policy that will provide retirement benefits for staff expected to work at least 1000 hours in a 12-month period, effective immediately. – **M/S/P**
A draft of this benefits policy will be sent to Connie for wordsmithing for our next meeting

Report of the Treasury:

Pledges were lower than budgeted for February but remain \$3K above budget overall. Fundraising is on target but rentals are behind \$8K so far this year. Expenses are over budget year to date by \$9K mostly due to increased rent in January as well as common area expenses incurred by the landlord..

Office Update: Theresa report noted \$1267 for February rentals. The floors were professionally cleaned this month and she updated the Board on the new lease agreement for the copier has lower copy overage pricing.

Minister: Reverend Kent Doss

RECY Director: Katelynn Riva **Office Administrator:** Theresa De Los Santos

Minister Emeritus: Reverend Robert Jordan Ross

President: Lynn Cowan **VP Finance:** Eddie Moler **VP Operations:** Carol Semelroth

Treasurer: Dave Weber **Secretary:** Kara Lickfett **Trustees:** Brett Jones, Julia Rampone, Connie Pursell

Comprehensive planning committee:

Update on Letters of Intent: Lynn, Keith and Jon Eckhardt have been working diligently to try to get the agreement together. There have been many hurdles to climb over to get an agreement in place. Lynn found a web based loan servicing firm that could organize the payments to the investor's pool. We need to think about a building task force that combines needs of RE, Worship, Green Sanctuary, FOCD, Ways and Means, and some input for design aesthetics. Lynn will write up a "charter" to define the committee structure.

Infrastructure

Report of the Minister:

Kent is requesting delegates for District and General Assembly. Tapestry members Celia Young, Peggy Thompson and Bev Huff are planning to attend so a motion to approve them as Tapestry delegates to District Assembly – **M/S/P**.

Lynn will formally ask them if they will agree to be delegates for Tapestry

The Benefits policy is still a work in progress and needs to be discussed further to account for how changes could impact the budget.

VP Operations:

Carole emailed a report in absentia. Coordinating council will meet on March 19th. Carole continues to organize Focus groups to understand the congregation needs as it relates to small group worship. She is also organizing a volunteer recognition with Barbara Bradley for Sunday, April 23rd.

UUFLB:

Theresa submitted an invoice to UUFLB for hours worked on their behalf at the end of February. The generosity payment will be invoiced on April 1st. UUFLB is organizing the equipment needed to stream the services. An ad has been placed to advertise for an A/V technician.

Motion to empower Kent, Barbara Bradley and Dave Salahi to hire a technician not to exceed \$25/hour for up to 12 hours/month – **M/S/P**.

Closing Words: Lynn Cowan

Next Board Meetings

April 13th, 2017

May 11th, 2017

June 8th, 2017

Annual Meeting: June 11th, 2017

Meeting adjourned at 9:03pm