

**Unitarian Universalist Congregation of Gwinnett**  
**12 Bethesda Church Road, Lawrenceville, GA 30044**

**Board of Trustees Meeting**

**October 17, 2018 scheduled 7 to 9 PM**

**Attendance:**

Present: Marcus Kabel, President; Terry Welsher, Secretary; Ally Perras, At-Large; Nathalie Bigord, At-Large; Daniel Bailey, At-Large, Rev Jan Taddeo.

Absent: Bill Benshoof, Vice President

Quorum present: Yes

**NOTE! Next Meeting:** Since the 3<sup>rd</sup> Wednesday in November is the day before Thanksgiving, the November Board Meeting has been moved to **Thursday, November 15, 7-9PM.**

**Proceedings:** Meeting called to order at 7:02 PM with opening words by Rev. Jan

**Minutes** for the August and September meetings were approved. There was a discussion about how to get more timely approval of meeting minutes. Ideas such as Trello and Google Drive were mentioned. How the board communicates will be added to upcoming Board Retreat (discussed later in the meeting).

**Committee Reports:** A report was submitted by Social Justice.

**Fundraising and Bank Loan**

**Loan:** Alice at BB&T is now aware of the cell tower income. She has been provided with 4 years of year-to-date expense/income information. This shows a small but continuous growth. Barbara Stahnke will be following up with her later this week and Marcus will touch base with Barbara.

**2018 Budget Gap:** There have been \$4000+ "Mind the Gap" contributions and there will probably be more. Marcus will do another message from the pulpit in the 10/28 service. Thank you notes are being sent to the contributors. Bill had already sent one. Marcus will do the others. Jan will give Marcus the physical cards which will be sent by US Mail. Doug Beers provided Rev Jan with information on member loans in case we decide to go in that direction.

**Credit Cards and Yard Sale** – Daniel brought up that Karen Smith had trouble getting guidance and help to use credit cards at the Yard Sale. It is not currently clear who should respond when issues are brought to individual board members or by email to the entire board or a staff member. The situation was made more confusing because it came during a transition between boards and with the Treasurer position unfilled. Rev Jan said it would be good if she was in the loop so that she could be sure that the right staff person is

addressing an issue. The communication issues this raised will also be discussed at the retreat.

### **2019 Budget – Main Points**

- All board member should review and become familiar with it.
- Note where staff hours are increasing or decreasing
- Includes scenario - \$30K from land-use sale (cell tower)
- Will be discussed at Retreat.

**Cell Tower:** Marcus will convene a team of members/friends to consider options. (Sell or not, impact on overflow parking, need a consultant?). Goal is to have a good understanding of options and their impact well before the December congregational meeting.

### **Board Retreat (October 27, 10-4): Bring you own food. Discussion Items:**

- How we communicate?
- 2019 Budget
- What are the big questions on which we want to have congregational conversations? (Daniel brought up green policy here)

**Bank Signature Cards:** Documentation of the transition of “responsible parties” must signed by the previous responsible board members and printed on UUCG letter head. Marcus will create digital copies of this and send to Bill and Terry. Each can then take this to any BB&T branch to complete the signature authorization process.

**Treasurer:** Rev. Jan reported that there is a potential candidate who is thinking it over. She will be sending job description.

**Minister’s Report:** While a formal written report was not submitted Rev. Jan did have two issues for consideration.

**UUCG contributions to UUA** – Our annual pledge was not submitted in March as is expected by the UUA. The board did approve \$500/month contributions starting in July but an annual pledge was not sent. Rev Jan proposed that we submit a pledge of \$6000 for the UUA fiscal year (July 1, 2018 – June 30, 2019). An expected full share is \$10, 726 but at least at this level we keep certain UUA benefits including our delegates to GA. **The board approved the \$6000 pledge by consensus.**

**Google Advertising Grant** – This was discussed in the Growth Task Force and was suggested by Jeff L who has experience with it in his own business. It provides \$10,000 for advertising which is generated in the Google search algorithms. It is hoped that this will cause UUCG to “pop-up” in more searches and generate more interest and eventually more members. The board indicated its support. The Growth Task Force will carry forward with the application.

**Sunday Collection Count Assignments:** It was decided in the September meeting that the assignments would be made at each board meeting for at least the Sundays before the next board meeting. Volunteers signed up as indicated below (Bill and Sue were not present so they will need to be asked):

Oct 21	Nathalie	Terry
Oct 28	Marcus	Terry
Nov 4	Marcus	Nathalie
Nov 11	(Bill)	(Sue D.)
Nov 18	Nathalie	Ally
Nov 25	Daniel	-

**Meeting adjourned at 9:05 PM**

**Minutes submitted by Secretary, Terry Welsher**