

OPERATIONS COUNCIL MINUTES

Tuesday, May 15, 2018
Children's Chapel, 7:00 P.M.

Attending: Susan Bartlett, Judy Curby, Laurel Farnsworth, Jeannie Chaisson, Ted Hess-Mahan, Erin Splaine, Cathy Morocco, Josie Greene, Karen Bottar, Eric Haas, Brooke Foucault-Welles, Brian Gill, Chris Krebs, Linda Ross (asst clerk), Lynn Holbein (observer)

Called to order 7:08 p.m.

Invocation/Chalice Lighting/Reading – Ted

Covenant

As we, the members of this Council and staff, gather to serve this congregation in leadership, we commit to ourselves and to each other: to be present and prepared for the work of this meeting; to listen well and contribute respectfully; to balance both our short and long-term visions with fiscal responsibility; to support the decisions of the Council; to uphold the democratic process; and to lead with goodwill and faith in the work we can accomplish together.

FY 19 budget review – Brian Gill, Karen Bottar

Susan Bartlett gave a summary of how the budget was developed.

Brian

- Requests are about \$62,000 over budget, assuming that enough pledges are made to meet the budget (still short).
- Personnel committee has recommended 3% raise for staff, more for Erin (she is below the midpoint of the salary range).
- Significant increase in B & G budget. Laurel – 20% cut last year, then went way over this year due to necessary items.
- \$12,000 increase in cost of Erin's health insurance
- Need to have a balanced budget this year. Last year the BOT approved a deficit; cannot do this year because needed money cannot be drawn from the surplus.

Options reviewed

○ Option A – eliminate membership coordinator position. Discussion of whether FUUSN has seen an increase in membership due to having this position. Erin emphasized that the discussion is around the position, not the person in the position. She then discussed the needs of the congregation; FUUSN is understaffed to serve the programs. Need to have conversations with congregation about how to approach this. Brian – 275 units have pledged currently; was about 295 total last year. Josie asked what Erin would ideally like to have; she said a business manager, someone to run faith development, consider second minister. Beth is going to retire next year (assistant DLRE).

Discussion of what to do, how to make congregation aware of the financial dilemma.

• Susan suggested moving on to Option B. She had had conversation with Pat Rohan about whether membership committee could take up part of duties if membership coordinator position reduced to half time; he said that they could do some of them.

Brian reviewed Options C and B.

- Half time position has no benefits, so that the cost reduction is more than the amount of half of the salary.
- Erin – membership coordinator used to be half-time, increased as a leap of faith.
- Discussion by all of the value of the database; still a work in progress. Judy – still running 2 separate databases, one for pledges; would like to see both running well for 1 year before doing away with old ones.
- Erin feels that best option is to go to half-time membership coordinator.

Chris asked for clarification on other items in Option B.

- Susan – UUA has changed the manner in which they calculate dues; will cost FUUSN about twice what it has been. If full dues are not paid, FUUSN would no longer be listed as a Fair Share congregation; no other real consequence other than this loss of prestige.
- Elimination of the Social Action amount (currently 2% of pledge income). Josie thought that the 2% was the result of a congregational vote; Laurel agreed. Lynn Holbein spoke about the importance of social action to FUUSN.

Further discussion - included importance of maintaining proposed staff raises and professional development funds; cutting small amount across the board from committee budgets where feasible; discussion of areas where this could occur. Discussion of impact of actual decreases in budget vs loss of non-monetary goodwill from activities.

Summary of specifics, moved as below:

- Reducing membership coordinator position from full-time to half-time
 - Reduce UUA dues by \$13,000 from our required share
 - Social action allocation reduced to 1.5% instead of 2%
 - Contributions to the building reserve fund reduced from \$10,000 to 7,000
 - All committee requests for FY 19 reduced at least 5%
 - Music soloists and guest instrumentalists level-funded
 -
- Ted moved, Laurel seconded above; 5 in favor, motion passed.
- Discussion about when and how to present the budget information to the congregation. Brian will hold meeting at Sandy Island; Laurel here.

Approvals:

- Minutes –April
 - Judy moved approval, Ted seconded, unanimous approval

Financial – review room rental rates

- Discussion of proposed rates on sheet handed out
- Fees listed are for one-time use; regular users are given discount
- Jeannie – note that use of sanctuary requires permission of minister
- Judy – motion to change rates to amounts on far right column of spreadsheet; Ted seconded, 5 in favor, motion passed..

Update: Committee issues/reports

- Newsletter columns due May 22, June 19 – no ideas, put on hold for now

- Liability waiver – Ted discussed information included in draft waiver. Participants sign waiver, not instructor. Will be discussed further at future meeting.
- No June meeting – Susan and Laurel will be away

Meeting adjourned at 9:15 p.m.

*Budget schedule:

May 24 Ops budget presentation to BOT

June 3: Annual meeting