



Date: April 11, 2012

Approved by E-mail vote, 6/3/2012

<b>COUNCIL MEMBERS IN ATTENDANCE:</b>	Pat Rohan (Ch), Laurel Farnsworth, Alan Cody, Anne Hess-Mahan, Jeannie Chaisson, and Kim Shanks.
<b>ALSO IN ATTENDANCE:</b>	Rev. Erin Splaine In attendance for part of the meeting: Carrie van der Laan and Eric Olson (Assistant Clerk: Bonnie McDonald)
<b>UNABLE TO ATTEND:</b>	Mr. Barb Greve

## 1. OPENING WORDS AND COVENANT

Kim read a delightful excerpt about mindfulness from Jon Kabat-Zinn's book *Wherever You Go, There You Are* called Cat-Food Lessons. She then led us in a reading of the Operations Council Covenant.

## 2. GREEN SANCTUARY PRESENTATION

Carrie van der Laan attended part of the Ops Council meeting to let us know about the status of the Green Sanctuary Candidacy Application to the UUA. The Green Sanctuary Program provides a framework for Unitarian Universalists (UUs) to fulfill their 'green' commitments. It is based on the UU Seventh Principal. ("Respect for the interdependent web of all existence of which we are a part.") The application process entails following strict guidelines. Once finalized and 'blessed' internally, it will need to be submitted with the fee. The application is a detailed and lengthy document which reflects a great deal of work.

The Ops Council meeting attendees looked over the draft application; and Pat said that the Ops Council would vote on whether or not to approve submission of the application by e-mail after Ops Council members have had a chance to read it more thoroughly. (It was subsequently approved by e-mail vote).

## 3. DISCUSSION ON OPERATIONS COUNCIL NUMBERS

The question was posed asking what is the 'right' number of members to have on the Operations Council. People generally agreed that six seemed to be the right number, stating that less than that number could pose problems if a couple of members were not able to attend a meeting or get some work done.

Alan said there was a good talk about board size at the Board of Trustees (BOT) meeting. They discussed tenure and the size of the Board. They thought maybe six regular members plus a youth member might be good (after the Bylaws change). Laurel mentioned it might be good to have the Treasurer an 'ex officio member.'

## 4. GENERAL ASSEMBLY EXPENSES FOR KRISTIN AND ANNE WB

There was discussion about the General Assembly (GA) Conference and expenses.

- Anne Watson Born, Music Director, is being honored at the GA. Her expenses are already covered.
- Kristin Cleveland, Membership Coordinator, does not have enough money in her budget for GA. Everyone seemed to agree that it was important for Kristin to go to GA. Pat Rohan said we should get her \$1,200, which should cover her expenses. (There was some discussion about what budget to charge.)

**Motion:** Increase Membership Coordinator's Professional Expenses budget (#6616) by \$1,200 so Membership Coordinator can attend GA.

**Vote:** Approved unanimously; 6-0.

There was a question as to whether \$2,000 would be enough for the next fiscal year budget, given the Membership Coordinator position may be going full time.



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## 5. APPROVAL OF B&G PROPOSAL TO FIX EMERGENCY LIGHTING

Laurel said it is imperative that we get the Emergency Lighting fixed soon. The HVAC expenses have taken us over budget, but we are under-budget in utilities and landscaping, so we should not have to ask for any budget increases.

**Motion:** Approve contract to repair the Emergency Lighting system (in second floor, Parish Hall stairways) up to \$3,500.

**Vote:** Approved unanimously; 6-0.

## 6. BUDGET SCHEDULE FOR THE REST OF THE YEAR

Pat mentioned we have Ops Council representatives to present the budget to the BOT on May 22<sup>nd</sup>; and that we will not be holding a joint meeting this year.

(Laurel mentioned her concern that we still don't have the final numbers from the PPC and the Budget Drive Committee.)

Pat asked when the Finance Committee would be making their presentation to the Ops Council. Laurel said they should have a preliminary budget by May 2<sup>nd</sup>, and that the Finance Committee would be meeting with the Ops Council on May 9<sup>th</sup>.

Laurel was planning to meet with Ron Margolin regarding the Hospitality Committee and budget. She also mentioned that the Worship Committee would require level funding, and that Kate Mason would like \$3,000 - \$4,000 for a Memorial Committee budget to ensure that the planned renovations to the Memorial Garden are completed and not deferred due to overages in other parts of the Building and Grounds budget. Discussion by Ops Council members ended with agreement to keep these funds in the B&G budget and try to get the work done this summer.

## 7. CHANGING THE FISCAL YEAR END FROM MAY 31 TO JUNE 30

There was discussion about changing the fiscal year end date from May 31<sup>st</sup> to June 30<sup>th</sup>. Pat remarked that May 31<sup>st</sup> is an odd date, but it was mentioned that this kind of change could entail amending the Bylaws. There was little interest in taking this up.

## 8. UPDATE ON PROPOSAL FOR NEW FEE STRUCTURE FOR WEDDINGS/FUNERALS

Due to busy schedules and a full Ops Council meeting agenda, it was decided that the discussion regarding new fee structures for weddings and funerals/memorial services would be moved to the following month.

## 9. BILL SAUNDERS' DANCE PLANS

Bill Saunders would like to be able to hold his "Free Style Funk 'n Soul" dance event at FUSN, for members and outside attendees. There was discussion about what actions and fees might be necessary to make this work for FUSN. The dance events can be a fun activity for the FUSN community, but it would be important to have a plan for security and maintenance.

**Motion:** Approve Bill Saunders request to host his dance event at FUSN, with caveats including a clean-up fee and the requirement of a well-thought-out security plan.

**Vote:** Approved unanimously; 6-0.

## 10. NOTE APPROVAL E-MAIL VOTE TO APPROVE SPENDING \$4,200 ON ANNE WB'S FURNITURE

Pat wanted to note the E-mail vote of approval for the purchase of new furniture for Anne Watson Born's office, which was a \$4,200 obligation for next year's budget.

## 11. BRIEF UPDATE ON COMMITTEE ACTIVITIES

Laurel said we may need a new Memorial Committee Chairperson if Kate Mason is planning to retire from this committee.

## 12. GENERAL ASSEMBLY BUDGET QUESTION



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The Ops Council members discussed whether there was money in the budget to send a youth representative to the UU General Assembly Conference this year. There is currently not enough money; but this question will be discussed at the Board Retreat in the fall.

### **13. APPRECIATION**

Bonnie suggested we thank Pete Roberts for allowing FUSN to use his beautiful fall foliage picture of our building for the Membership Directory and for the Annual Budget Drive Committee's 'Thank You' postcard. Kim said she would send a note.

### **14. UPCOMING MEETINGS & SCHEDULE**

Operations Council Meetings are being held on the second Wednesday of each month. Next month's meeting is 5/9/12.

Respectfully submitted,

*Bonnie McDonald, Assistant Clerk*  
*May 17, 2012*