

Unitarian Universalist Church at Washington Crossing Board of Trustees

268 Washington Crossing-Pennington Road
Titusville, NJ 08560

Meeting Minutes

Wednesday, May 11, 2016



**Join the Journey.
Open to You.**

Mike Hanson, vice president, called the Board of Trustees meeting to order at 7:03 pm. Also in attendance: Board members Andrew Conrad, Mary Lou Dahms, Mike Dalzell, Ed Dobrowolski, Chris Lynch, Lynne Quinto, and Pam Shadzik (tonight's timekeeper); Rev. Kim Wildszewski (tonight's process observer); DLRE Robin Pugh; and Finance Committee Chair Joe Schenk.

Consent agenda

After Robin discussed some highlights from her DLRE report, Andrew moved to accept the consent agenda. Mary Lou seconded. The motion passed unanimously.

Treasurer's Report

We experienced a \$17,573 surplus versus expenses during April, largely due to income from the first Sunday of the silent auction (April 24). The month brought our YTD (10-month) surplus to \$26,865. Utility costs were lower, owing to a rebate from Elizabethtown Gas and the effect of inverter repairs to the solar panels. We also had a \$1600 plate collection on Centennial Sunday (more than twice the average and 100% earmarked for charity).

2016–2017 Budget

Joe Schenk presented highlights of the proposed budget, amended since last month's board meeting:

- The budget presented to us this evening had a \$9,767 surplus
- Pledge campaign was strong this year; pledges for FY 2016–17 are budgeted at \$373,609
- We recognize that the \$20K budgeted for year-end gifts may be optimistic. Conversely, the auction income line, \$35K, is same budgeted for 2015–16, though in recent years the auction has consistently topped this figure
- With a surplus forecast, Finance recommended that we fund the building reserve more aggressively this year (\$20K in 2016–17, vs. \$12K in 2015–16)
- \$500 is reserved for a search for a UUA ministerial intern, as a precursor to UUCWC possibly providing this opportunity to a ministerial intern during 2017–18
- No specific line item addresses the possibility of contracting for services from a consultant on a future capital campaign, though this expense (~\$2K–\$3K) could reasonably be expected

After discussion, Andrew moved that we recommend the budget, as presented to us, for congregational approval at the Annual Meeting. Ed seconded. The motion passed unanimously.

Internal audit

Joe shared topline recommendations from the team conducting an audit of internal handling of sensitive financial information, following the passage earlier this year of the Congregant Privacy policy. Some concerns were noted about procedures and information that is put on the cloud; these will be addressed.

Capital campaign update

Rev. Kim shared highlights of her conversation with her counterpart at UU Princeton about its last capital campaign and its experience with a consultant during that process. Princeton's campaign funded a new entryway to the church, a new heating system, and other "practical" needs, as opposed to "sexy" additions.

The campaign was successful, raising the \$2.3M recommended by an external consultant. The success indicates that capital campaigns need not be "sexy" if the narrative of why we spend money to care for our

building and grounds is compelling. Princeton discussed it in spiritual terms: a new entryway was about accessibility and a reflection of what it stands for; the heating system was environmentally friendly.

Princeton's consultant, Andy Hamlin, was not from the UUA. Rev. Kim shared his recommendations to Princeton in terms of goal-setting, communication, and how to engage "deep pockets." She also described the 3-step process Princeton employed in the months leading up to the campaign. All of these learnings will be useful to the board as it moves deeper into prework for a capital campaign in the coming months.

Board vacancy

Chris announced that because of career-associated time commitments, she would be unable to fulfill her term on the board. Nominating has selected a replacement to fulfill Chris's term.

Annual Meeting planning

The board began to discuss agenda items for the Annual Meeting. Mike H and Kim will work with Mike D and others offline to develop an agenda for the meeting, which this year occurs on June 5.

Housekeeping

- Mike D will write the next *CrossCurrents* article, recapping the Annual Meeting.
- Mike D will contact those nominated for membership on the board and invite them to attend the June meeting.
- At our next meeting, we will select a date for the next board retreat.

Adjournment and next meeting

There being no further business the board adjourned at 9:07 pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Michael Dalzell", with a long horizontal flourish extending to the right.

Mike Dalzell, Secretary, Board of Trustees