

## **UUFLG Business Meeting Minutes**

June 22, 2014

Jim Beebe, UUFLG Board President, called the meeting to order at 12:14 pm. A quorum was confirmed, with 31 UUFLG Members in attendance, exceeding the minimum 20% requirement. Information concerning the four planned agenda items had been mailed to the members prior to the meeting. Fourteen members submitted absentee ballots. Irving Yabroff was named parliamentarian for the meeting.

Carmella Condino, Volunteer Coordinator, presented certificates of thanks to 82 UUFLG volunteers who were recognized for their contributions. Certificates were distributed to those present.

The four planned agenda items and results of voting were as follows:

### **1. Election to fill positions on the UUFLG Board of Trustees**

<u>Position</u>	<u>Nominee</u>
Vice President	Alan Martin Votes in person: 26 votes Yes; 0 votes No Absentee votes: 12 votes Yes; 0 votes No
Secretary	Lorraine Olson Votes in person: 26 votes Yes; 0 votes No Absentee votes: 12 votes Yes; 0 votes No
Trustee at Large	Luigi Rosassto Votes in person: 26 votes Yes; 0 votes No Absentee votes: 12 Yes votes: 0 votes No
Treasurer	Irving Yabroff nominated from the floor Votes in person: 31 votes Yes; 0 votes No 2 Absentee write-ins (there was one absentee write-in for Ann Campbell)

### **2. Election to fill positions on the UUFLG Nominating Committee**

Erma Browning  
Lynn Golbetz  
Coralee Linton

All three nominations were confirmed by a Yes vote of 25 members present, supported by a Yes vote on 13 absentee ballots.

### **3. Vote for authorization to hire Rev. Fa Jun as part-time Consulting Minister**

After questions and discussion regarding the terms of the contract, the motion to hire Rev. Fa Jun was approved by a Yes vote of 24 members present, supported by a Yes vote on seven absentee ballots. There were five No votes on absentee ballots.

#### **4. Vote for approval of the proposed UUFLG 2015 Budget**

Two budgets were presented prior to the meeting depending upon the results of Item 3. As Item 3 was approved, Jim Beebe presented the motion to approve Budget A, supporting the hiring of a part-time Consulting Minister. The proposed operating Budget A was confirmed by a Yes vote of 25 members present, supported by a Yes vote on eight absentee ballots. There were four No votes on absentee ballots, along with 4 votes Yes on Budget B.

Following the votes, a discussion was held regarding the Fellowship's declining membership and communication problems. Members presented several suggestions:

1. Formation of an ad hoc committee to address communication issues and work with the PCD District Representative.
2. A Town Hall meeting to discuss the results of the recent small group meetings.
3. Make better use of the email Discussion List.

Jim Beebe closed the meeting with a reminder that Board meetings are open to all and members can bring issues they are concerned about to the Board.

Meeting adjourned at 1:00 pm.

### **Unitarian Universalist Fellowship of Los Gatos Budget A for 2014/2015 - with Consulting Minister**

	<b>Estimated FY14 Year End</b>	<b>Proposed Budget FY15</b>	<b>Notes</b>
<b>Operating Income</b>			

<b>Pledges received during the drive</b>	98,334	80,996
<b>New Pledges received</b>	2,695	3,000
<b>400 Pledges Made</b>	101,029	83,996
<b>405 Pledges Written Off</b>	-3,000	-3,000
<b>410 Contributions</b>	3,000	3,000
<b>411 Holiday Donations</b>	420	500
<b>420 Sunday Collections</b>	3,300	3,300
<b>425 Outreach Collections &amp; Donations</b>		
<b>426 Collections</b>	5,000	5,000
<b>427 Donations</b>	-5,000	-5,000
<b>Net 425 Outreach Collections &amp; Donations</b>	<b>0</b>	<b>0</b>
<b>430 Fund Raising</b>		
<b>431 Auction</b>	70	5,000
<b>432 Boutique</b>	1,407	1,000
<b>438 Special Fund Raising</b>	100	100
<b>Total 430 Fund Raising</b>	<b>1,577</b>	<b>6,100</b>
<b>460 Building Rental</b>	12,022	12,000
<b>465 Interest and Dividends</b>	5	5
<b>Total Operating Income</b>	<b>118,353</b>	<b>105,901</b>

#### **Operating Expenses**

##### **500 Board of Trustees**

<b>501 Program Development</b>	400	400
<b>508 Pledge Drive Expense</b>	1,363	1,000
<b>Total 500 Board of Trustees</b>	<b>1,763</b>	<b>1,400</b>

##### **510 Minister**

<b>511 Compensation</b>	32,804	26,000
<b>512 Insurance plus</b>	9,968	
<b>513 Professional Expense</b>	4,755	1,000
<b>Total 510 Minister</b>	<b>47,527</b>	<b>27,000</b>

##### **530 Finance Committee**

<b>532 Bookkeeping Expenses</b>	1,000	1,000
<b>Total 530 Finance Committee</b>	<b>1,000</b>	<b>1,000</b>

##### **540 Administration**

###### **541 Office Staff**

<b>541.1 Office Manager</b>	16,020	14,400
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541.2 Volunteer Coordinator	3,500	3,000
<b>Total 541 Office Staff</b>	<b>19,520</b>	<b>17,400</b>
<b>542 Office Expenses</b>		
542.1 Office Supplies	600	500
542.3 Kitchen Supplies	600	500
<b>Total 542 Office Expenses</b>	<b>1,200</b>	<b>1,000</b>
543 Web Site	300	300
544 Newsletter Pub. & Mailing	140	140
545 Publicity	60	40
546 Telephone + DSL	950	950
<b>Total 540 Administration</b>	<b>22,170</b>	<b>19,830</b>
<b>550 Building Committee</b>		
551 Bldg. Oper. & Maint.	1,200	1,200
552 Janitorial Services	6,960	6,960
553 Grounds Oper. & Maint.	900	900
554 Gardening Service	2,040	2,040
<b>Total 550 Building Committee</b>	<b>11,100</b>	<b>11,100</b>
<b>560 Sunday Programs</b>		
561 Ministers	2,361	2,250 - 9 Outside ministers
562 Speakers	1,800	450 3 speakers
<b>563 Program Costs</b>		
563.1 Musicians	6,500	7,250 Dave \$750 Increase for
563.2 Service Supplies	100	300
563.3 Piano Tuning	700	250 Piano tuning, etc.
563.4 Special Programs	138	100
<b>Total 563 Program Costs</b>	<b>7,438</b>	<b>7,900</b>
565 Mileage	420	600 s 12 ministers/speaker
<b>Total 560 Sunday Programs</b>	<b>12,019</b>	<b>11,200</b>
574 Social Action Expenses	0	100
<b>580 Lifespan Education Committee</b>		
581 Supplies	440	600
582 Lifespan Learning Director	7,060	9,600 10hr/wk * 40wks
583 Childcare	50	1,200 2hr/wk * 50wks
584 Teachers	2,360	1,932 2hr/wk * 46wks
584.5 Head Teacher	2,470	2,898 3hr/wk * 46wks

<b>585 Background Checks</b>	50	50
<b>Total 580 Lifespan Education Committee</b>	<b>12,430</b>	<b>16,280</b>
<b>590 Membership Committee</b>		
<b>591 Directory and Brochures</b>	500	500
<b>592 Member Information System</b>	600	350
<b>Total 590 Membership Committee</b>	<b>1,100</b>	<b>850</b>
<b>593 Caring Committee</b>	<b>200</b>	<b>200</b>
<b>610 Fellowship Obligations</b>		
<b>611 UUA Support</b>	4,380	
<b>612 PCD Support</b>	1,898	
<b>Total 610 Fellowship Obligations</b>	<b>6,278</b>	<b>0</b>
<b>620 Utilities</b>		
<b>621 Water</b>	1,000	800
<b>622 PG&amp;E</b>	2,400	1,900
<b>623 West Valley Disposal</b>	300	300
<b>Total 620 Utilities</b>	<b>3,700</b>	<b>3,000</b>
<b>630 Insurance</b>		
<b>631 Building Insurance</b>	2,732	2,680
<b>632 Worker's Comp.</b>	1,047	1,047
<b>Total 630 Insurance</b>	<b>3,779</b>	<b>3,727</b>
<b>640 Taxes and Fees</b>		
<b>642 Payroll Taxes</b>	4,000	4,000
<b>646 Fees and Assessments</b>	1,744	1,700
<b>Total 640 Taxes and Fees</b>	<b>5,744</b>	<b>5,700</b>
<b>650 Loan Payments</b>		
<b>652 Principal</b>	3,030	0
<b>653 Interest</b>	668	0
<b>Total 650 Loan Payments</b>	<b>3,698</b>	<b>0</b>
<b>Total Operating Expenses</b>	<b>132,508</b>	<b>101,387</b>
<b>Net Operating Income</b>	<b>-14,155</b>	<b>4,514</b>
<b>Est. Oper. Res. at end of FY</b>	<b>4,924</b>	<b>9,438</b>
		Oper. Res. goal =
		<b>8,449</b> Total Exp/12
		B&G Reserve
<b>Est. B&amp;G Res. At end of FY</b>	<b>6,000</b>	<b>6000</b> goal

