

Unitarian Universalist Church of St. Petersburg
Minutes of the Meeting of the Board of Trustees
April 9, 2014

Present

Board Members: Greg Burton, President; Jane Fanning, Ian O'Hara, Lori Price, Dani Skrzypek, Reggie Craig and Katy Korb (ex-officio),

Absent: Marcia Piacentino

Clerk to the Board: Keevy McAlavy

Guests: Karen Craig, Penny Duff, Deb Robinson, Pierre Williams, Jessica Peters, Jim Peters, Michael Pohl

1. Greg Burton opened the meeting at 7:04 PM

2. Developmental Minister's Report

Katy reported that the Saint Petersburg Interfaith Clergy Association would be meeting with Mayor Rick Kriesman on Monday the 14th.

Katy expressed regret at Marcia's decision to resign from the board but hopes that she will continue her work in with the strategic planning.

5. Ad Hoc Committee on Ministerial Options

Karen Craig report that she and Milagros had completed a preliminary investigation. One option considered for the church would include having a half time minister for \$30,000 per year while budgeting \$20,000 per year for two Sundays a month pulpit fills and with \$10,000 per year towards pastoral care. Karen stated that the church now has an opportunity to move forward and in conjunction with the Smart Church program.

Greg proposed that the church continue to look at more options and to form an Ad Hoc Committee #2 with four members instead of two. Michael Pohl agreed to be a part of it.

6. RE Committee

Michael Pohl reported that after a consultation with Connie Good the committee is now looking to replace the RE Director position with an RE Coordinator instead. The new position would remove the administrative duties which would revert back to the committee. The Coordinator would work 4-5 hours per week. He said that he hoped to have the position filled by mid August. He stated that Connie had offered to direct him to sources of qualified candidates. Michael stated that the RE program would be able to function within a \$6000 per year budget but the current plan is only meant to be temporary. It would last for one or two years at most.

7. Buildings and Grounds

Reggie reported that he met with the AC contractors approximately two weeks ago. The requested down sizing of the project would require some re-engineering of the plans at an additional cost of only \$1000. Within two weeks he expects the documents would be ready in order to pull the necessary permits. The plan is to start the work at the end of May and have the project completed by the end of July.

Reggie said he was also looking into upgrading the alarm system. He reported that the fire marshal requires us to keep the door between Gilmore and the kitchen area closed at all times. Penalties can be as high as \$5000 for violation of fire code.

Reggie requested \$1200 to paint the front facade of the church. Ian moved to accept the request. Lori seconded the motion and it passed unanimously.

8. Worship Committee

Penny requested a decision by the board on whether or not to close the church for a portion of the summer. Lori moved to keep the church open during the summer and Jane seconded. The motion passed.

Penny requested an accompanist for the summer services at a rate of \$50 per Sunday. She reported that Nic Filzen agreed to continue as music director for the summer at half his normal rate. Penny reported that Dorothy moved to the other side of the county and wouldn't be able to play piano this summer.

9. Membership

Dani reported that Sula has offered to hold a church yard sale sometime in May.

10. Nominating Committee

Jesica reported that he committee was still looking for a third member as required in the church bylaws. She stated that the current slate has four open board member positions to be filled.

11. Treasurers Report

Greg reported that as of last Tuesday the church had a bank balance of \$5,704 and that was after a recent \$10,000 draw from the endowment. Last week's deposit was only \$1,553. Realistically he said the church needs approximately \$3000 a week to keep going.

Greg reported that there remains a \$3,816 outstanding liability due to a mistake on the part of TIAACREF with the minister's retirement fund.

Greg reported that the buildings and grounds annual maintenance expenses are currently under budget due to Tommy being out because of non church related injuries.

Greg reported that the church only has \$12,000 remaining in the endowment 'nest egg'.

Ian moved to approve the Smart Church program under the current fiscal year budget for \$1,000 with a commitment to continue the program next year. Dani seconded and the motion passed.

12. Budget Discussion

Greg reported that for the next fiscal year the church is pledged \$88,835 with only 55 members pledging. One person pledged an amount of \$10,000.

Greg suggested that going forward the church should put half of its 5% annual draw from the endowment into a special building maintenance fund. With the endowment at

\$400,000 this would amount to approximately \$10,000 per year.

Greg suggested in addition to the office manager, the church should hire a rental manager whose pay would be a low base rate with a commission.

Greg suggested the following for the next fiscal years budget (2014-2015):

Income

pledges	\$88,835
rentals	\$16,000
special contributions	\$3,000
Sunday plate loose offerings	\$7,000
additional member contributions	\$8,000

	\$134,000

Expenses

Liability Insurance	\$12000
Security	\$2000
Utilities	\$18000
Lawn Service	\$1500
Building and Grounds	\$10000

	\$43,500

Personnel

Child Care	\$4300
Custodian	\$7300
RE Coordinator	\$6000
Music Director (non summer)	\$14500
Office Manager	\$5200
Payroll Taxes	\$3500

	\$40,800

Total Expenses \$84,300

This leaves the church with approximately \$49,700 for programs and a minister.

Greg reminded the board of the additional expenses of \$4000 for the Smart Church program, \$4000 for a bookkeeper and \$1000 in reduced denominational dues.

13. Executive Session

Greg reported that Katy's contract ends on June 30th and that the church would not be able to renew her contract due to budget constraints.

Greg adjourned the meeting at 9:21 PM.

Action Items:

1. Jessica would coordinate with Nick Wheeler to make sure the Smart Church files are uploaded to the website.
2. Dani would coordinate with Michael and Penny via email on scheduling upcoming board hosts.

Respectfully submitted,
Kevy McAlavy, Clerk to the Board