

01/13/10

FUUSE Board Minutes for Wednesday, January 13th 2010

Present: Kendra Ford, Deb Merrick, Tish Lewis, Frank Heffron, Bob Moore, Joy Bicknell, Kimberly Wootan, Skip Berrien

Those not present: Karen Straub-Wiernicki

Meeting began at 7:00 PM

Personnel – Job descriptions - Skip

Skip Berrien presented a job description to the Board. The job description was for FUUSE Administrator. After some Board discussion, Deb Merrick made a motion to vote for approval of the FUUSE Administrator job description. Frank seconded. The motion carried unanimously.

A Staff evaluation procedure and form was circulated by Skip. After some comments by the Board, a motion was made by Frank to approve the Staff evaluation form. The motion was seconded and carried unanimously.

Some changes of the Staff evaluation procedure is being made by the Personnel Committee, and will be presented again at the March meeting.

Current 2nd quarter report –Tish

The Board reviewed the second quarter report, Income Statement, Investment Funds. Tish explained that the Finance Committee in the future plans to generate a Profit and Loss Statement as part of the finance report. FUUSE finances are currently being tracked by a mixture of cash and accrual.

The Board advised that they need further clarification about how much money we have, and what is being spent per committee.

The Pledge Drive Committee has a kickoff for the Congregation scheduled on Saturday, January 30th at 6:30 PM.

Preliminary Budget Approval for FY2011 discussion and approval – Tish/Deb

A preliminary FY2011 budget was proposed by the Finance Committee and presented by Tish and Deb. The proposal included a Dream Budget and a Basic Budget. The Basic ('keep the lights on') Budget pledge goal is \$255,000. The Dream Budget pledge goal is \$270,555. The Pledge Drive Committee is urging FUUSE members and the Board to embrace the Dream Budget pledge goal.

The Board approved a preliminary pledge drive goal as presented by the Finance Committee.* The vote for approval was unanimous.

January 23rd Board Retreat – agenda and update

The goal for the Board retreat will be to create a Vision for the future of FUUSE as a goal for the Board. The Vision is to energize and communicate to the Congregation what the Board sees as the future direction for

the Board and FUUSE members in the coming years. The purpose of creating a Vision is also to help define who FUUSE is to the community outside of FUUSE.

By-laws – Discussion and Approval – Frank, Tish

The Board was presented with the latest revision of the By-laws dated 12-08-09. Frank reported that the proposed By-laws would allow the Chair to be nominated and elected for a second one-year term and would create the position of Vice Chair. If the Chair declined to run for a second one-year term then the Vice-Chair would be invited to step into the Chair position on the Board. Frank said he will accept more comments, suggestions for the By-laws by e-mail.

Mid-Winter Vote – Date Confirmation – Deb, Frank

After some dates were offered by Deb and other Board members, it was decided that a **Special Congregational Meeting** be held on Sunday, March 7th to consider and vote on these FUUSE policies:

- 1) Building Feasibility Study Group
 - a) the proposed Program of Needs
 - b) to stay at 12 Elm Street address and add to/renovate the existing building.
- 2) proposed Safe Congregation Policy
- 3) updated FUUSE By-Laws
- 4) proposal to become a Green Sanctuary

Religious Education Survey Results

Kimberly presented results of a RE survey conducted at the end of 2009 to find out how members felt was the best for holding RE services for children on Sundays. A number of results were offered including a decision to offer RE programming during both Sunday services, at only one service, and to consider if RE services would be ended at the end of May in stead June). Kimberly emphasized that the need for volunteers has grown. She’s hoping more parents will feel obliged to participate in the RE program.

Old Business

Board Minutes for the last two Board meetings (November, December 2009) were approved unanimously by the Board.

*An Executive Session was held following the end of the Board meeting. After discussion at the Executive Session, the Board concluded that it was in favor of the preliminary budget proposal of \$270,555.

The meeting ended at 9:15 PM.

Action and/or issue	Responsible Party and/or target date
Board minutes for November 11 and December 9 2009 were approved.	Board of Trustees, the votes were unanimous.
Deb Merrick made a motion to approve the job description for Administrator as presented by the Personnel Committee.	The vote was unanimous. The motion passed.

Frank Heffron made a motion to approve of the Staff evaluation procedure as presented by the Personnel Committee	The vote was unanimous. The motion passed.
A preliminary proposed budget was presented by Tish and Deb from the Finance Committee for FY2011.	After some deliberation, the Board favored the proposed goal of the Dream Budget which is set at \$270,555.

Respectfully submitted,

Bob Moore