

**Palomar Unitarian Universalist Fellowship  
Board Meeting  
January 14th, 2014**

Telescope Deadline: January 19th, 2014

**Chalice Lighting** (David)

**Check-In**

**Call to Order @ 7:08 p.m.**

**Guest(s) Expected:** None

**Approval of prior Board Meeting minutes:** December  
The minutes of the December board meeting were approved.

**Review of Current Agenda**

**Announcements:** None

**Written Reports:** (Discussion by exception only)

The DRE report is attached. The report raises the issue of campus safety. A discussion ensued regarding whether we should reconsider putting a higher fence around the lower parking lot or explore the possibility of housing a caretaker in a trailer on the grounds. For now, adults will be asked to do sweeps of the campus before services on Sunday. The possibility of having a custodian live on the grounds will be placed on the agenda for February when the hiring process and potential duties will be discussed.

**Verbal Reports:**

Finance Report (Written report attached.)

Tim presented the finance report and discussed alternative ways of fundraising, including encouraging members to use Scrip and Goodsearch. He will include information on these in the next telescope. It was also suggested that someone present information on these to the congregation during a service.

**Old Business:**

Plate Share: The Postpartum Adjustment Support Society has been named the recipient of our plate share for the first quarter of 2014.

Pre-School Update:

David announced the lease has not yet been signed for the new year.

**Investment Policy:**

Tim announced that the Fellowship will buy TIAA CREF funds when forms are completed

**Tamale Sales:**

The board agreed there seemed to be general consensus in the congregation that we want to continue monthly sales of tamales on the patio between services.

**New Business:**

Building and Grounds were discussed during discussion of the DRE report.

**January Meeting Minutes and Notes:**

The minutes of the Congregational Meeting of January 12<sup>th</sup> were reviewed and vote totals entered.

**Strategic Planning Committee:**

The Strategic Planning Committee will be named by the board. Possible members were discussed.

Meanwhile, Misty will meet with the Nominating Committee Sunday and requested input on possible suggestions if the Nominating Committee requests that. The committee will be asked to nominate members for the Committee on Ministry (one member for a one-year term, two members for two-year terms, and one member for a three-year term); an incoming Nominating Committee, and president-elect.

**Next Meeting:** February 11, 2014

**Executive Session:** None

**Adjournment:** 8:23 PM

**Attachments:**

## **DRE December 2013 Board Report**

	12/1	12/8	12/15	12/22	
12/29					
Nursery Attendance:	N/A	N/A	N/A	N/A	N/A
Explorers:	10	MS	10	11	15
JRUU:	COA	MS	COA	3	7
YRUU:	7	6	10	6	10

\*I will collect Bob's numbers in the nursery ASAP and submit them to you next month.

December Pageant was a success and I am so happy that we collected the money that we did for Rev. Beth's discretionary fund. The children/youth and families all had a great time participating. We are so lucky to have the talents of Lisa Shapiro and Caroline Celia to create a pageant that touched people's hearts.

COA is going smoothly.

Eileen, Nicole and I are going to organize some events for the 7<sup>th</sup>-12<sup>th</sup> graders to participate in. I spoke with a few other DREs at the SUUN conference and they would like to make it a cluster event. We will be planning a beach day, a trampoline fieldtrip and possibly a Wave Water Park day when the summer gets here.

### Safety on our campus for our families and visitors:

This last Sunday January 12<sup>th</sup> Ben (Moscato) was cleaning up trash on the campus (between services) with friends, when he poked his finger on a hypodermic needle that he found near the lower parking lot. The Explorer children had been collecting trash with their leaders during class the previous hour and were excited to keep doing so. After cleaning the finger, pressing out blood and applying alcohol, I took him to the Urgent Care. Ben had a HIV and Hepatitis panel taken and we will know by Thursday what the results are. The doctor believes that the needle was used for Insulin, as it said on the side of the tube. If it comes back negative, Ben will still have to have more blood panels in the future as a precaution.

Because of this I am going to take the following safety precautions: 1) Every Sunday morning the grounds will be checked for unsafe items. I will do this alone if I can't find volunteers to help me, but my goal is to find one or two adults to help with this task. Our property can be used as a Religious Exploration experience all on its own, in this age of small backyards, long school days, helicopter parenting, without curriculum, but we can't use the space if it isn't a safe place to be. 2) The children for now are not allowed to pick up trash of any kind when alone. 3) During RE classes over the next month I am going to talk to ALL the children about NEVER picking up needles here at PUUF or anywhere (as well as glass bottles or pieces).

I am asking that we think about what we can do to make our campus not so "friendly" to people outside of our congregants. Do we have a simple gate across the driveway, to inhibit people from coming in and parking? I believe this may be a good place to start.

I really want our whole campus assessable and safe for everyone. We have an amazing space here. It isn't as amazing when it is covered with trash and there is fear of our children

being hurt in a way that could last a lifetime. Please let us put our heads together and figure out a solution to this problem.

Kathleen Moscato  
DRE

## **Finance Director's Report to the Executive board January 14, 2013**

Attached are: 1) Financial State of the Congregation ½ Year Report, 2) Fund Raising totals for first six months with estimate for the year, and 3) an estimated Budget Report for December, 2013.

***All the figures for December are not yet entered into Power Church, so the figures on all charts and reports for December are not official and may be subject to corrections in the future.***

- 1) The Congregational report is printed with figures that were reported orally in bold print. Supporting figures and notes for more detailed information that was not requested or reported at the meeting are in regular print.
- 2) The fund raising chart was available at the meeting to support the report, but more detailed information was not requested. We budgeted \$10,000 for the Auction, which is projected to bring in \$11,700, and \$5000.00 for other fund raising, which will likely be just over that amount. If we can regenerate interest in SCRIP that figure could be higher by the end of the year. We receive one check each year from DailyGood in November, and this year it was for \$55.65. We have already earned \$19.60 towards next November's check, and with more participation that check could be much larger next year.
- 3) Notes on provisional Budget Report:

### **Income**

- 1) Pledge income is at 97% of the amount budgeted for the first six months.

2) Identified plate income continues to be lower than budgeted, but unidentified plate income is still higher than budgeted. The projected 6-month total for the two combined is \$6,000.00; actual combined total should be \$5,413.98, after Elizabeth Hospice receives their check for \$1606.41 (90%).

3) Total income for the six-month period is 99% of the amount budgeted.

### **Expense**

1) Office equipment expense will be over budget, because the cost of web hosting is \$107.88 and the yearly fee for the Power Church software is \$455.00; only \$300.00 is budgeted for the year. This figure should be \$800 – 1,000 next year.

2) Office Equipment (New) will be over budget, because we budgeted only enough for the monthly copier contract. We have also purchased a new office computer (\$1,004.00) and a smaller table for the office (\$259.99). This line item should probably be closer to \$6,000 next year.

3) Total expense for the first six months is 94% of the amount budgeted.

The Finance Committee had a second meeting in December and selected the TIAA-CERF fund to replace the managed account at Chase Bank. We have updated the signatures on the investment accounts and acquired access to them. We have cashed in the managed investment account and will purchase shares in TIAA-CERF as soon as we have the required forms.

We discussed the SCRIP program, and our difficulty in tracking the income it generates for the Fellowship. Stacy and Tim plan to change the way its funds are entered into PowerChurch. We have since received figures from Hilary Rogers and verified all the PowerChurch entries. We now have monthly income figures for SCRIP, and have verified that people can participate directly on line, and the funds they generate are being deposited directly into our account.

We noted several other problems with our use of the Budget program; outdated names, inactive accounts, improper grouping of accounts, etc. Stacy and Tim plan to make a list of corrections that can be made.

We are also exploring ways that our committee can help to facilitate and coordinate fundraising.

As soon as the figures for December have been verified and entered, the plate-share check for Elizabeth Hospice will be sent to them and contribution statements for the tax

year can be sent out.

Respectfully submitted,

Tim Peirce

Finance Director