

**Palomar Unitarian Universalist Fellowship
Board Meeting
August 8th, 2013**

Telescope Deadline: August 18th, 2013

Attending: David Cochran, president; Misty Kirkman-Brogan, president elect; Time Pierce, finance director; Marj Lacey, secretary

Chalice Lighting (David) 2 min

Check-In 10 min

Call to Order (David) 7:05 p.m.

Guest(s) Expected: None

Approval of prior Board Meeting minutes: July 2 min
Approved as amended with corrected spelling of Kaye Preston's name.

Review of Current Agenda 2 min

Announcements 2 min

Pilgrim United Church of Christ picnic

Our congregation is invited to the Pilgrim UCC picnic on 8/25 @ 11:30 a.m. in Poinsettia Park, Carlsbad. We should bring side dishes. Meat and drink will be provided. Get-acquainted games will be played. PUCC requests a head count in advance. Dave will act as liaison with PUCC.

Written Reports: (Discussion by exception only)

Religious Education: None

Verbal Reports:

Finance Report Tim 10 min

Tim presented a written report and said that pledge contributions seem a bit low but are expected to pick up. (Report attached.)

Old Business:

Pre-School Update David 5 min

Dave presented the current lease agreement with the Big Tree Little Pre-school (BTLP) and an attachment to the lease agreement regarding improvements made by BTLP to the site.

Committee on Ministry Misty 10 min

Bobbie Upson has asked to meet with the Committee on Ministry regarding some of her concerns. The meeting will be held after Katia Hansen returns from vacation. Katia, Misty, and Dave will attend.

New Business:

Strategic Planning

David

5 minutes

Strategic planning will be a major item on the agenda for the board's all-day retreat on August 24th. The question of whether to embark on a capital campaign for a new building versus upgrading our current building will be discussed. We may ask that members let us know if they're interested in serving on a committee which will determine our direction. Marj suggested looking into getting a portable building, such as those schools use to accommodate increased enrollment, as another alternative to provide more space. She also said members have requested that we continue adding a roof over the concrete outside the current patio area.

Office Furniture

David

5 Minutes

Tim moved to authorize Kathleen to spend up to \$500 for office equipment. Misty seconded. The motion was approved.

Removing People from Rolls

David

5 Minutes

It was moved, seconded, and approved that the following be removed from the membership rolls due to non-contribution and no response to letter of contact: Jean Forsythe, Sharon Gann, Georgette James, Howard Laurence, Eric McGill. We now have 172 official members.

Minutes on the Patio

It was moved, seconded, and approved that 10 copies of the minutes should be placed on the welcome table on the patio for members to read if they're unable to access the minutes online. Janice will be asked to provide copies for the greeters to put on the table.

Next Meeting: September 10th, 2013

Executive Session (as needed): None

Adjournment: 7:41 p.m.

Finance Report from Tim Pierce

Attached is the Budget Report for July, 2013. Items of note are:

Income

- 1) Miscellaneous Income: \$239 is from contributions received for items from Harry Wolcott's estate.
- 2) Pledges: \$10,636.67 received, \$13,716.33 budgeted. Could be seasonal, I will encourage payment of pledges during the summer months in the newsletter.
- 3) Identified Plate: \$1019.07 received, \$458.33 budgeted. Actual amount is 222% of amount budgeted.
- 4) Unidentified Plate: Report shows negative \$625.59, because a payment of \$1,693.94 was made to San Diego Organization Project from funds collected last year. The total amount collected in July was \$1,068.09, with a budgeted amount of \$250. Actual amount is 427% of amount budgeted.
- 5) Total Inome is \$14,523.09 after the Unidentified Plate correction, 89% of amount budgeted.

Expense:

- 1) Water bill appears high, because a large part of it is billed every two months. It should be close to the budgeted amount after August.
- 2) Bookkeeping Service is high, because of extra time required to close out the books at the end of the fiscal year. This figure usually runs a little under the budgeted amount.
- 3) Office Equipment Maintenance is for two one-time annual fees: \$455 for Power Church and \$107.88 for our web site.
- 4) Office Equipment - New, includes \$1004 for the new office computer.
- 5) Total Expense is still just under the amount budgeted.

The Finance Committee did not meet in August. The next meeting is scheduled for September 7, 2013.

Contribution statements for the final Fellowship quarter were sent out in July, and any necessary adjustments have been made. 154 were sent be email; only 27 needed to be sent by U. S. Mail.

Respectfully submitted,

Tim Peirce, Finance Director