

**First Unitarian Society  
Board Meeting**

**May 21, 2008**

Item	Decision/Action Required	Action Owner
Opening		John Mathis
Budget changes	<p>The budget planning model and projections were distributed. Increased pledges and staff time reductions are the most significant changes. There are still a number of significant contributors from prior years who have not yet sent in pledges so the pledge amount could be even higher. There was a discussion of other cuts, including somewhat smaller cuts although significant ones nonetheless because they all add up. There are no increases for staff compensation. The total staff compensation amount is smaller than last year due to Bill Love leaving and replacing him with a half time person for development duties. It is not a cut in the budget. We also eliminated a website upgrade but funds from restricted sources elsewhere were located to cover half the cost. The cost of producing brochures for the facility has been reduced. The cost of signs for the facility has been cut. There was discussion about the delay of Quest programs for a year. The committee for Quest does not feel that it would be a death knell for Quest by delaying it for a year. By making all of these cuts we have reduced the cuts from \$91,000 to \$17,800.</p> <p>Michael and Dan have come up with some proposals on how to raise additional funds. These would include revenue raised at the dedication of the building, special music events, sales of Michael's book, a Gift of Light contributory offering, and funds obtained from the Science and Religion presentations.</p> <p>A voluntary staff time reduction would also provide some savings.</p> <p>By making these budget reductions and through these additional fund raisers and savings we are considering we end up with approximately \$5000 in surplus. The numbers are still too uncertain to say exactly what we will do with any surplus if it exists at year end. There could be a deficit and not a surplus in the end. One of our priorities will</p>	Susan Koenig Brian Hellmer

be to increase staff compensation if we can do so. This will also give us more time to examine staff structure and make well thought out decisions and not forced decisions based on a crisis situation.

**Nancy Kosseff MOVED to accept the budget as changed with the addition of \$4000 for Dane County United and Richard Miller seconded the motion. The motion CARRIED.**

**Pamela Magee MOVED to take any surplus in revenue to pay additional staff compensation as a first priority. The motion was seconded by Brian Hellmer. The motion CARRIED.**

**Laurie Joiner MOVED to develop a staffing structure plan with a progress report on the development of the plan to be presented at the August board meeting by Laurie Joiner. The motion was seconded by John Mathis. The motion CARRIED.**

Communication with  
Congregation

For this Parish meeting on June 1, 2008 we should use email to communicate with the congregation where members have email and send out materials by regular mail to those without email.

Laurie Joiner

Future Parish  
Communications

We need to have on-going forums, newsletter columns and website information about our budget and other financial information for our members. We can discuss how this will be implemented in the future but we need to make sure that this communication happens.

Laurie Joiner  
Brian Hellmer

Nominations

The financial stewardship position has been filled. The candidate will take the position for one year and we have a candidate for a year from now. We have an open Board position and two additional candidates have not taken it. If there are no candidates by the Parish meeting then we will leave it unfilled until there is an intentional process of getting a candidate. The music committee co-chairs are left on the committee list. They no longer meet.

Nancy Kosseff

**Tom Detmer MOVED to disband the music committee. The motion was seconded by Pamela Magee. The motion CARRIED.**

**Brian Hellmer MOVED to recommend the slate of nominees to the parish. The**

**Motion was seconded by Pamela Magee.  
The motion CARRIED.**

Parish Meeting Agenda

We need to add an opening and closing. A building update will be provided. Building tours will be made afterwards.

Laurie Joiner

Closing

John Mathis

**List of Handouts:**

Budget Projections  
Budget Planning Model  
Proposed Additional Sources of Revenue  
April 30, 2008 Minutes  
Nominations  
Proposed Parish Meeting Agenda

**Attendance:**

Laurie Joiner, President  
Tom Detmer, Secretary  
Brian Hellmer, Treasurer  
Nancy Kosseff, Trustee  
John Mathis, Trustee  
Pamela Magee, Trustee  
Richard Miller, Trustee  
Michael Schuler, Parish Minister  
Kelly Crocker, Minister of Religious Education  
Susan Koenig, Church Administrator  
Dan Broner, Music Director  
Wendy Cooper, Social Justice