

# **PUC Board Meeting**

## **June 20, 2016 Minutes**

Meeting began at 7:20 with Dee giving opening words on the First day of Summer.

Present: Bruce Lewis, Dee Masters, Ben Cowen, Mike Buttitta, Trish Botsko, John Einhorn arrived at 7:49. Randy Ripley was absent.

Observer: Tara Unverzagt

Guests: PSP committee- Sylvia Lawrence, Miss Perla Gonzalez, Marco Gonzalez Yoko Kelly, and Godfrey Pernell.

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-Trish gave a report on the rental situation including weddings. Trish together with Lynn Taylor and Vivian Hao have formed a committee to prepare the church property for more weddings and other rentals. Trish stated she is revising the old contract for weddings which will better suit our space and our church. The committee met with Bruce and Tracy Lewis to discuss the way the Voyager room needs to be prepared for the bride's room.

-Vivian is also working with others on the website to advertise our venue.

-Trish also said they are looking at smaller rentals besides weddings.

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PSP comm report: Sylvia introduced Miss Perla Gonzalez the new PSP teacher to the Board. Perla will be introduced to the congregation in the near future.

-Yoko mentioned that in the fall they may need to hire another teacher. The school seems to be growing. They reported lots of interest from many local families in the area.

-Sylvia mentioned that in the future PSP is considering taking in Kindergarten aged children for limited hours, after their Kindergarten day ended.

-A brief discussion of the PSP charter was had. Trish had some deep thoughts and questions regarding the charter. A lively discussion was had. The question at hand was how much control and oversight does the Board have on PSP.

-John made a motion to conditionally approve the PSP charter, but give the board two weeks to settle the one issue of who does the PSP director serve at the pleasure of, and at the end of two weeks if the board does not act on this one issue the PSP charter approval will be final. Dee seconded the motion. The Board voted 4 to 0 in favor with Trish abstaining.

-Ben will send out the newly worded charter to the Board asap.

-Trish had to leave the meeting.

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-Volunteer recognition discussion. We use to have it about once a month, but that has fallen off. It was suggested that we give a "shout out" to all the volunteers who handle various duties each Sunday, (ushers, greeters, welcome table, chef, and cooks) Dee volunteered to handle and organize the shout outs and the volunteer recognition.

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-A discussion on other committee charters resulted in Dee proof reading the RE Charter, which was presented earlier in the year. John will proof read the Personnel committee Charter.

-Recommendation- Next year's board should put a time limit for the board to approve charters presented to them. Board members should have a copy of each charter to be approved in a timely fashion before each meeting. It will also be incumbent for all committees to revise or create their charters, to be approved by the Board.

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-A brief discussion on the calendar of events Trish sent out. The board agrees that we need to know well in advance of important dates throughout the year to be prepared to organize and handle them. The initial calendar sent out via email by Trish was very good, but needs to be modified for easy reference. The Board decided to review it and tabled discussion for the July meeting.

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-Discussion was had on what committees the church has or had. Bruce reported on the last Ministerial council (Program Council) meeting he had with several committee heads. Bruce reported that he thought this meeting was very helpful and should be continued, maybe under the old name of Program Council. Next year's Board should look at the committees that are active and some that have not been active. Also, get the word out to the congregation of the variety of committees that they can join.

-The discussion morphed into membership and how to make members feel part of the church and part of the community.

-Part of the above discussion included having photos of members on the bulletin board. Dee volunteered to make an announcement at church this Sunday to ask people to provide photos to him or turn them into Gaby at the office.

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Ben reported that he is working on ordering the Lenore Snodey plaque to be hung in an appropriate location.

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Randy Ripley, who could not attend the meeting, submitted his Treasurer's report via email;

May was a strong month due to the transfer from the Endowment, Lou Sutherland's estate's donation, and the anonymous donation to close next year's budget. We look like we'll fall short of the pledged amount but will be close to the amount we budgeted. Luckily donations are much higher than expected (I believe this is due to some new members not being identified as having made a pledge). We will end up with some unpaid pledges. If I can find time, convince the Finance committee, or team up with Ignite, I'll get pledge status out to those who haven't yet fulfilled their pledges. We were in the black for the month and we will be for the year as well. This will mean we'll pay off the personal debts in the month of June and have some funds to add to our reserves.

On the expenses side Employee costs were higher than normal due to higher than normal Pension payments. Kim Gosney got added to the Pension fund and we brought her account up to speed. We are finally current on the Pension plan for all employees and former employees!

PSP came out about even after paying the Infrastructure support fee as they continue to add additional students.

In reviewing the documents I did find a few things that aren't book quite right that I'll need to update. They shouldn't make a significant difference.

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Next July Bot meeting: July 11, 2016 7pm (Old Board -New Board)

Welcome Trustee: June 26, Mike, July 3, Dee, July 10, John, July 17

Closing words: Bruce quoted Henry Thoreau & Albert Einstein

Meeting adjourned 9:46