**COUNCIL MEETING MINUTES – APRIL 11, 2019—7 pm – 9:15 pm**

Note: comments regarding an agenda item are in *italics*. Action items are in ***bold italics***.

Present: Pam Wittenberg, Pamela Greinke, Rev. Kimberly Quinn Johnson, Carol Holstein, Hilary Helfant, John Andrews, Carl Wittenberg, Sue Penny, Ingrid Krinke, Tip Brolin, Michael Daly

Agenda

1. Chalice Lighting/Opening Words/Check-in
2. Consent Agenda
   1. January 2019 Council Meeting Minutes (attached)
   2. Minister’s Report (attached)
   3. Treasurer’s Report (attached)

*The Consent Agenda was approved unanimously.*

1. LIAC Dinner – April 13, 2019 – *Several members are attending the meeting, dinner or both. Attendees can obtain reimbursement of the $35 fee using the reimbursement form available at the MH office.*
2. Brief update on Paul Berman bequest by John Andrews. *John reported that we have received $625K and will get another $155K by about May 31, for a total bequest of $780K.* ***He will send the attendees the spreadsheet he has prepared so we can determine the effect of different potential actions regarding investment/spending strategies.*** *We should assume an annual return (growth + dividends) of 3%.* ***Tip will send John the Buildings and Grounds spreadsheet of probable future maintenance capital expenditures.*** *Tip noted that the Congregation must decide on an overall approach to use of the bequest, e.g., whether to use the funds to supplement our operating budget or to use the capital for a few “high impact” projects.* ***Tip will propose an approach to reaching this decision before the next Board meeting.***
3. Committee Updates

* Inreach
  + Updates on the following:
    - Seder – April 26, 2019 at 6 PM
    - Ruth Jacobson’s Memorial Service – April 27, 2019. *People are needed for setup. Hilary volunteered. Bill Dalsimer and Diana Lindley are organizing this event. It was noted that there is a schedule conflict with the Ocean Zendo rental on that day.* ***Subsequent to the meeting Ingrid arranged for Ocean Zendo to leave early so there will be no conflict with Ruth’s Memorial Service.***
    - Iftar – May 26, 2019
    - Inreach Team Request for 2019-2020
* Outreach
  + Updates on the following:
    - Decarceration group – *NYS law has passed that is expected to eliminate bail for misdemeanors and most felonies.*
    - Additional items – *We may have a screening of BLUU’s “Babies and Bail.”* ***Carol will look into this.***
* Finance
  + Updates
  + Budget hearing date to be determined. *Carl handed out current sub-committee input to the Finance Committee on next year’s budget. Budget hearing will be 5/5. Carl noted that very few people have submitted their 2019-20 pledge commitments so far but that this is not unusual for this time of the year.*
* Additional Areas

*Hilary Helfant proposed that the congregation be surveyed on changing the color of the Fellowship Room. Pam Wittenberg responded that the decision to repaint the hall with the same color had already been made and the project was starting immediately. This decision had been made quickly in light of the upcoming installation on 5/4/19 and, as it was only one coat, was being referred to as a “touch up.” This did not preclude the hall from being painted again. The fact that new cushions for the area wicker furniture had already been completed with the current colors in mind was noted. Discussion continued with the outcome being that* ***the Art And Esthetics Group (Pam Greinke, Hilary Helfant and Michael Daly) would come up with three proposals for the area, taking in the new cushion fabric, to be presented to the congregation for a future painting.***

Prepared by: Tip Brolin, Secretary

**DRAFT Minutes of UUCSF COUNCIL MEETING – January 10, 2019**

Attendees

Carol Holstein, Pam Wittenberg, Tip Brolin, John Andrews, Mark Potter, Martha Potter, Rev Kimberly Quinn Johnson, Ingrid Krinke, Michael Daly, Stacey Cagno-Schilb (Reference Librarian at Bridgehampton Library)\*

Agenda

The meeting was called to order by Carol Holstein at 7 pm.

1. Chalice Lighting/Opening Words/Check-in
2. Consent Agenda
3. December 2018 Board Meeting Minutes (attached to this)
4. Minister’s Report (attached to this)
5. Treasurer’s Report (emailed by John Andrews)

*The consent agenda was approved with one abstention.*

1. Presentation by Stacey Cagno-Shilb, representative of the Hamptons Library, Bridgehampton, outlining available services. Stacey noted that the library was more than books, e.g., audiobooks, MP3 CDs, movies, film streaming, Playaways (pre-loaded, self-contained audiobooks), magazines and books in foreign languages. They also have databases available to patrons, sewing machines that are available for check out, museum passes and many library educational and entertainment programs. Their services include appointments with social worker (once per week), technical services, faxing (for a fee), passport applications and renewals (may be a fee) and others.
2. Poor People’s Campaign—overview, UUA connection, potential for UUCSF participation. Carol gave a summary of the Poor People’s Campaign, of which the UUA is an endorser (see attached flyers). *Kimberly suggested that we connect with state coordinators to find out who is working on what.* Bail elimination was mentioned as an issue that is being considered.
3. Update from John Andrews on Paul Berman bequest. John summarized the current status of the Berman bequest. He noted that the NYS Attorney General’s office has the authority to give a partial bequest and that their office will be required to act on the bequest by the next court date (2/26/29). It is expected that the whole process will be complete by end of March 2019. In the meantime interest is accruing, as the funds are invested in T-bills. We will receive the interest with the bequest. *Pam will attend the court hearing on February 26.*

Mark Potter noted that the UUA has a Common Endowment Fund that is getting good returns from investments that are socially appropriate. Investors can withdraw funds as needed. He reminded us of the Endowment Committee’s recommended bylaw changes, which are necessary to provide us with the flexibility to use the bequest and income from it to offset operating expenses, etc. *Mark will send the proposed changes to the Board and the Board will review proposed changes by next Board meeting. Pam will send the current bylaws to the Board members.*

*As a separate item, Pam and Kimberly will reconcile their membership lists and modify the UUCSF data base accordingly. That data base will then be the official membership list.*

1. Committee Updates (including Inreach/Outreach)

COSM - Martha reported that the retreat will be at WM Arts Center on Water Mill Towd Road, on March 9, 10 – 2 PM. (The date is tentative, pending confirmation of Hope Johnson’s availability.) *It was agreed that the UUCSF would pay for the food/refreshments. Need to confirm attendance at the retreat. Martha will organize this.* It is expected that there will be a congregational vote on the proposed Covenant and the required protocol for such a vote will be followed.

Inreach Committee – Our 3rd annual Sader will be on April 26 will be at 6 PM. Circle dinners will be on Saturday, March 30.

GS/GJ - John reported that the “Carbon Footprint” response has been good. We have 28 responses plus 3 more promised.

Martha noted the need to have new people come to Council meetings.

BG - Mark noted the following items that are needed:

Find emergency opener for elevator.

Clean out dry well at property entrance. Expensive solution is $5K to 7K. Simpler approach is available for $500 - $700. *The Board agreed with the less expensive proposal.*

Replace 8 lamps in the Rainbow School area downstairs. They will be replaced with LED fixtures/bulbs at an estimated cost of $200/lamp, or $1,600 total. *The Board approved this expenditure.*

There are water leaks under the balcony doors into the sanctuary during Northeasters and leaks from the balcony into the classroom. *Mark will arrange for the appropriate repairs.*

*Mark will double-check that art lamps in the Sanctuary have been replaced with LEDs.*

Tip added that the sofa cushions in the Fellowship room need new upholstery, which is a custom sewing job. Ingrid and Grania Brolin are investigating materials and getting a cost estimate. The current estimate is in the range of $500-$1,000.

Paint the walls in the Fellowship Room.

Carol reported that RE assistant list is almost complete. *She will send the list to the Board so open dates are made available to potential volunteers.*

Mark needs help with Maureen’s Haven cleanup.

The meeting Adjourned at 9 PM.



Prepared by: Tip Brolin

Kimberly Quinn Johnson

Unitarian Universalist Congregation of the South Fork

**Minister’s Board/Council Report**

April 2019

MISSION

We are a spiritual community.

We honor every individual’s search for truth and meaning.

We act against exclusion, oppression, and violence.

We nurture the health of the earth.

We strive for peace in our hearts and in the world around us.

When fear strikes, we stand on the side of love.

**In-Reach**

The Inreach teach had a very successful round of Circle Dinners, with five hosting households (and over 35 participants) We are still looking for folks to help with setup and cleanup or Ruth Jacobsen’s memorial (April 27). Upcoming this spring: Passover Seder (April 26); Ramadan Iftar (May 26)

**Outreach**

Green Justice – we are still awaiting word from the UUA regarding whether our application has been accepted. We expect that it will be accepted and hope to celebrate this within the congregation. The Green Justice teams intends to continue work on environmental justice, particularly building local relationships

We continue to look for a focus to our social justice work. There is interest around Decarceration. This month a criminal justice reform bill (bail, discovery, speedy trials) we supported passed. The team in investigating a bail fund. We are also researching options for funding citizenship applications for immigrants. And there is interest in participating in the Poor People’s Campaign.

The Outreach team also discussed outdoor signage, being proposed by Tuna Flores. Signage for the exterior of the building is more appropriately under the purview of Building and Grounds.

**Faith Formation**

You may notice a few small changes in our service: including: no announcements from the floor, and featured community announcements during the chalice lighting. The Worship team has begun scheduling our summer worship services.

Our adult RE curriculum, *Beloved Conversations*, wraps up this month. This month begins *The Five Questions*, at John Jermain Library. There are seven registered participants.

Our Winter/Spring Curriculum *Love Surrounds Us* will be wrapping up in April. We are holding an Open House for parents to solicit feedback and insights for Spring/Summer.

**Governance**

The Committee on Shared Ministry is completing the final stages of completing our congregational covenant. The covenant has been distributed for comment and the congregation will vote on Sunday, April 28.

**My Ministerial Development**

My third, and hopefully final UUA Preliminary Fellowship evaluation is due July 1. New ministers in preliminary fellowship are required to submit three renewals, for evaluation. Renewals include an evaluation by Board, Committee on Shared Ministry, Minister, and Mentor.

This spring, I will be preaching at 4th Universalist in Manhattan (March 24), Morristown Unitarian Fellowship in NJ (April 28), UU Congregation at Montclair in NJ (May 19). I will also be participating in the Ordination of Leonisa Ardizzone on (April 7).

I will travel to Spokane Washington for UUMA Ministry Days and General Assembly (June 17 – 24). At GA I will co-present 3 workshops: *Building Diverse Leadership In Your Congregation* (UUA Appointments and Nominating Committees); *Talking the Walk: Communicating Across Social Class* (UUA Class Conversations); *UU Women Minister's Collaboration* (UU Women’s Federation)

UUCSF TREASURER’S REPORT AS OF MARCH 31, 2019

Financial information as of the above date is represented in the charts below.

Salient comments are as follows.

1. The Board has decided to invest $600,000 of the Paul Berman bequest in the UUA Common Endowment Fund. These funds were invested as of April 1. The remaining $25,000 received to date stays in our bank account, with $16,000 allocated to our current year’s budget.

2. The estate lawyer has told us that he expects the remaining funds to be distributed by May 31, and that we can expect to receive approximately $155,000 in addition to the $625,000 already received.

3. Spending is close to being on track for the most part. Building & Grounds and Administration are a bit over a straight-line projection. Congregational Affairs is high due to the expenses of our recent retreat on covenant. Denominational Affairs should have no more items this fiscal year, but our UUA dues will go up next year and we need to deal with that when we do our new budget.

4. Pledge income and rental receipts to date are within the normal range of expectations for this time of year.

Submitted by John Andrews, Treasurer

April 6, 2019

INCOME-EXPENSE TRACKER SPREADSHEET

CHART 1. FINANCIAL INDICATORS

THIS CHART DOES NOT INCLUDE $600,000 FROM THE PAUL BERMAN BEQUEST GOING TO THE UUA COMMON ENDOWMENT FUND.

THE REMAINING $25,000 IS IN TOTAL BANK ACCOUNTS. $16,000 HAS BEEN TREATED AS INCOME FOR THIS YEAR’S BUDGET.

Total Bank Accounts (**blue**) is total money in the bank minus checks written but not yet cashed. Available Funds (**black**) is Total Bank Accounts minus funds allocated for sabbatical reserve, capital projects, renters’ security deposits, helping hand fund, and prepaid pledges for next fiscal year. Net Operating Income (**green**) is total receipts applied to the budget minus total operating expenditures this fiscal year.

At year’s end, a positive NOI means we had a surplus, a negative NOI means we had a deficit for the year.

CHART 2. PLEDGE RECEIPTS AS PERCENTAGE OF BUDGET

CHART 3. RENTAL RECEIPTS AS PERCENTAGE OF BUDGET