

OPERATIONS COUNCIL MINUTES

Tuesday February 20, 2018
Children's Chapel, 7:00 P.M.

Attending: Susan Bartlett, Judy Curby, Laurel Farnsworth, Andrea Kelley, Erin Splaine, Rowan VanNess, Sam Foster, Josie Greene (BOT)

Called to order 7:00 p.m.

Invocation/Chalice Lighting – Susan

Covenant

As we, the members of this Council and staff, gather to serve this congregation in leadership, we commit to ourselves and to each other: to be present and prepared for the work of this meeting; to listen well and contribute respectfully; to balance both our short and long-term visions with fiscal responsibility; to support the decisions of the Council; to uphold the democratic process; and to lead with goodwill and faith in the work we can accomplish together.

Approvals:

- Minutes –January 2018
 - Laurel moved to approve; Judy seconded; approved by the 4 OC members in attendance
- Anne WB request for benefit concert in Sanctuary
 - Laurel moved to approve; Andrea seconded; approved by the 4 OC members in attendance
- CWB request for displaying photos
 - Laurel moved to approve; Andrea seconded; approved by the 4 OC members in attendance

Staff Update

- Erin and Rowan

Update Realm Database – Sam Foster

To date, 157 FUUSN members and friends have created accounts for the Realm database. Sam has entered pledge information for this year and for the prior 4 years. Starting January 1, 2018, Sam has entered information on pledges paid into the Realm database; information obtained from ICON database. (Pledge data entered in Realm can be verified against the spreadsheet Judy Curby and Fran use to verify ICON payment information.) Sam has also tested Realm and determined that it can produce information for pledging unites on pledges paid for the church fiscal year as well as the calendar year.

Report on BOT Meeting – Josie

ABD update – Susan

Financial

- **Review year-to-date spending**
 - The Finance Committee projects that the deficit will be approximately \$5,000 larger than initial projections.
- **Update on financial policies**
 - DONE!
- **FY19 budget review schedule**
 - Finance Committee will meet May 1st to finalize draft budget. Ops will be able to meet (with BOT) to discuss the budget on May 15th in our regularly scheduled meeting

B & G FY 19 budget request – Laurel

Laurel described the B&G budget request as “tight.” The request restores cuts made to the major maintenance budget in the last year. It also projects increases in heating and plumbing as older equipment needs to be replaced and increases in gas costs. Laurel prepared a list of the major maintenance projects that will be completed in 2017-2018 as well as a list of projects considered for 2018-2019 and projects that could be considered for a capital campaign. [See attachments]

Update: Committee issues/reports, including:

- **Committee chairs meeting March 10**
- **B & G – Pine Village security issue**
 - Security door with keypad installed
- **UUSC – no longer delegates, liaisons**
- **Banners - policy on fence banners**
 - Postponed until next month
- **Potential fundraising idea – Laurel**
 - After further research, Laurel determined that the Savers fundraiser would net little income and would require a significant amount of work.
- **GA delegates**

- **Newsletter columns** – due Feb. 27
 - Laurel will report on the B&G budget and items being considered for repair.

Thank yous –

*Current budget schedule:

Feb 20: B&G request

March 20: RE request

April 17: PPC proposal

May 15 for Ops review

June 3: Annual meeting