

**Metropolitan Community Church of San Francisco
Board of Directors Meeting Minutes
28 January 2010**

Present: Rev. Lea B, Bill B, Rahn A, Kelly M, Dan L, Glenn S
Absent: Sam K (present by phone during Treasurer election)
Guest: Paula F

- 6:40pm Rev Lea opened the meeting with a devotion.
- 6:44pm Relationship building and group check-in.
- 7:00pm The Board elected co-lay leaders, a treasurer, and a clerk for 2010. Kelly M. and Rahn A. were elected as co-lay leaders. Dan L. was elected clerk, and Sam K. was elected treasurer.
- 7:14pm Rev. Lea asked whether there were any questions or comments about her pastor's report. She stated that a large gift was expected by the end of this month. Things are going well with Cathedral House, where seminarians who are specifically called for parish ministry can live at low cost. A new grief program is being contemplated. Rev. Lea thanked Rev. Jeff for his work during Rev. Lea's recent absence.
- 7:21pm Rev. Lea talked about attendance and stated that 2009 attendance has increased and is now almost as high as it was in 2006.
- 7:22pm Kelly gave a status of our Gough Street office, which is still under lease to MCCSF until October 2010. Prospective tenants have seen the space although no sublet agreement has been signed.
- 7:25pm Kelly summarized the process for completing Rev. Lea's annual review for 2009. Input has been received from all staff members and most Board members. The inputs must still be merged. Kelly stated that the current process has some problems because of difficulty in merging conflicting input from different reviewers.
- 7:27pm Kelly asked that all new Board members execute confidentiality agreements. She also summarized the insurance that MCCSF carries on the senior pastor and the Board of Directors. Glenn has suggested that we increase the amount of coverage.

- 7:30pm Kelly and Rev. Lea reconfirmed the Board brunch for Feb 6th.
- 7:31pm Rev. Lea reminded the Board about the UFMCC Size Summit on Feb 26th. and 27th, although the details remain to be determined. A subregional gathering was scheduled for the previous weekend. There will be a Cathedral House open house on February 28th.
- 7:34pm The May Board meeting was moved to Monday, May 17th.
- 7:34pm Kelly gave the Treasurer's Report. We had another month of losses, and without Rev. Lea's fundraising things would have been very challenging. Kelly comments that most of the months in 2009 had net losses and that M CCSF lost \$32K in 2009. This loss hit our reserve savings. Expenses were successfully controlled in 2009, although offering for the year was less than expected. We had \$23K in profit from 138-140 Eureka Street. Money was put into the 2010 budget for windows and painting for 138-140 Eureka. Expenses were higher than usual in December, but this was mostly catch-up expenses from previous month. Our UFMCC tithe was set at 8% for 2009 and will be 9% for 2010. This is a special negotiated amount. We have about \$14K in past-due or "old" debt. Retirement is completely paid up for full-time M CCSF employees, and 2010 retirement is being contributed on time from employees' paychecks. 2009 Statements of Contributions were mailed today (28 January 2010).
- 7:46pm The Board discussed fundraising goals for 2010, which is \$110K. \$80K is targeted from the 40th anniversary events, leaving \$30K for the Board to cover in fundraising. The routine fundraising (pet calendar, Castro Street Fair, etc) is expected to cover almost all of this. Rev. Lea encouraged the Board to consider fundraising that would reach outside the community.
- 7:51pm The Board discussed a number of options for fundraising: a golf tournament, a seminar on planned giving for an endowment fund, iGive, Amazon purchases from the M CCSF Web site, Community Thrift, monthly bingo, game/raffle nights, forum series, carrot mobs (e-mail blasts from local vendors who donate proceeds to M CCSF for all sales within a certain time), 40th anniversary T-shirts, and a drag show.

Assignments for 2010 fundraising were made:

Pillars (\$50K):

Glenn and Lea

Castro Street (\$2K) and Pride (\$6K):	Bill
Epiphany:	(already done)
Change Drive:	Rev. Lea and staff
Garage Sale:	Rahn
Diversity Calendar (\$3K):	Rev. Lea
Special appeal:	Rev. Lea
Easter lilies:	Dan
Bingo	Dan
Carrot mobs	Glenn
Planned giving	Glenn and Sam
iGive and Amazon.com publicity:	Kelly

Rev. Lea reported that MCCSF can earn money with ink cartridges and urged us to emphasize this in the coming year.

- 8:18pm Rev. Lea summarized the progress with the 40th anniversary events. A few of the events have already passed and were successful. Rev. Lea attended a meeting with Carolyn and Crispin last week and reports that event planning is proceeding well.
- 8:32pm Dan demonstrated the new MCCSF contact and attendance database and gave all Board members a username and password for a read-only account.
- 8:37pm Rev. Lea gave a status on marketing activities. We have a volunteer who will do marketing activities for 40th anniversary events. There is a form that people can submit for proposed events.

MSP: Glenn moved that the Board authorize Lea to communicate to anyone planning 40th anniversary events, and, if the event makes money, that Lea approve marketing expenses up to \$100 for promoting the event, provided that the expenses are paid back after the event. Seconded by Bill, passed unanimously.

- 8:45pm Kelly led a discussion about ways to fill the current vacancy on the Board.

MSP: Glenn moved that the Board, aware of its responsibility to appoint someone for this vacancy, postpone further discussion until March. Seconded by Bill, passed unanimously.

8:50pm Rev. Lea gave the closing prayer.

8:52pm Meeting adjourned.