

FIRST UNITARIAN CHURCH
ANNUAL CONGREGATIONAL MEETING
June 4, 2017

- I. Moderator Nancy Wesson called the meeting to order at 11:35 AM.
- II. Rev. Joel Miller gave an opening centering meditation.
- III. Nancy Wesson introduced the meeting.
 - A. She asked members to raise their hands when they want to be recognized and to identify themselves after a teller gives them a microphone.
 - B. Clerk Linda Friedman was unable to attend, so Deputy Clerk Don Wilder filled in for her in addition to serving as parliamentarian. In Linda's absence Nancy thanked her for eighteen years of service as Clerk of the Congregation, to which the assembly applauded.
 - C. Stephanie Ketterl also took notes.
 - D. Nancy appointed the following tellers: Kathy Dear, Clifford Eddy, Cynthia and John Looney, and John and Sue Steepy.
- IV. Approval of minutes
 - A. The minutes of the congregational meeting of April 9, 2017 were approved as submitted.
 - B. The minutes of the congregational meeting of September 27, 2015 were approved as submitted.
- V. Elections
 - A. President of the Congregation
 1. Nancy Wesson proclaimed Tim Farnum elected President of the Congregation by acclamation because he was the only person nominated.
 2. Nancy thanked outgoing President Barbara de Leeuw.
 - B. Board of Trustees
 1. Four members were to be elected to the Board of Trustees from a field of five candidates. The three with the most votes will serve three-year terms; the fourth will serve a two-year term.
 2. The tellers collected filled-out ballots from members.
 - C. Leadership Nominating Committee
 1. Three members were to be elected to the Leadership Nominating Committee from a field of four candidates.
 2. The tellers collected filled-out ballots from members.
 3. Nancy thanked outgoing Leadership Nominating Committee members Ahlia Kitwana and John Farrell.
 - D. Clerk of the Congregation
 1. Nancy Wesson proclaimed Stephanie Ketterl Clerk of the Congregation for a two-year term by acclamation because she was the only person nominated.
 2. Nancy again thanked outgoing Clerk Linda Friedman.
- VI. Nancy called on Mary Palmer, chair of the Grants Panel, to present the Panel's recommendations.
 - A. Mary first acknowledged and thanked the members of the Grants Panel: Jo Cone, Robert Cook, Libby Moore, Tom Petrillo, and Marilyn Rosché.
 - B. From the Josephine and Paul Wenger Fund for Peace through International Understanding the Grants Panel recommended awarding \$4,000 to Lake Avenue Baptist Church to expand their refugee case management services from three months to one year. The goal is to encourage the refu-

gees to become more fully integrated into the Rochester community through jobs, community activities, and volunteer opportunities.

- C. From the Social Justice Outreach Fund the Grants Panel recommended three grants:
1. \$2,000 to Flower City Pickers, which collects and sorts unsold food from the Public Market and each week contributes about 3,000 pounds of usable food to local food kitchens and shelters. The grant money would go toward insurance costs, van repairs, and sorting and carting supplies.
 2. \$2,300 each to the Rochester Worker Center and the Workers Justice Center, both of which serve underpaid and underrepresented workers: home health care workers and dairy farm workers, respectively. Both centers teach leadership skills, give legal assistance, and provide advocacy training in order to empower workers to advocate for themselves. The grants would cover the cost of training meetings, including translation of educational material, transportation to and from meetings, food, and child care.
- D. The motion to approve the Grants Panel's recommendations was passed.

VII. Rev. Joel Miller summarized his annual report, available on the church's web site.

- A. He expressed gratitude for the church's hardworking senior staff and support staff, enumerating them. In addition to Rev. Carlos Martinez and Rev. Tina Simson, whom he had acknowledged among senior staff, he named affiliated ministers Rev. Lynn Aquafondata and Rev. Libby Moore.
- B. He pointed out that the Board of Trustees, Leadership Nominating Committee, and other key groups are thanked in the report. In particular, he expressed gratitude to the Transition Team. Thanks to the Thrive Team the budget drive is on track to meet its goal.
- C. Rev. Joel answered questions from the floor that tellers had passed to him on index cards.
1. What is our relationship with the Canandaigua church going forward? Answer: The contract has been nullified, but Rev. Joel continues to supervise the ministerial intern. As they stabilize, we will converse on how the congregations might like to get together in the future. We will let Canandaigua take the lead based on what they would like to do next.
 2. Can a current member of the Board of Trustees run again? Rev. Joel called on Ahlia Kitwana of the Nominating Committee to respond to the question: Yes, board members can serve for up to six consecutive years. No one on the current slate of candidates has reached the maximum service of six consecutive years. Exceptions to this restriction include the Treasurer and Clerk.
 3. How are materials for the congregational meeting developed in advance? Answer: Rev. Joel stated that they were a little late getting materials this year, especially with the budget. With two annual budget drives in a single calendar year, the congregation did very well, and Joel offered his congratulations. He also stated that another reason for delay was that the budget for the upcoming year was still a work in progress until about three weeks ago.
 4. We have not been able to sustain our ministers. How can we get more full-time ministers? Answer: In the past we had three ministers only by using money from unsustainable sources or by underpaying ministers. This congregation can sustain two ministers. There will be a need for congregants to take on more of the work. Rev. Joel charged the board with presenting sustainable finances in the upcoming years. The budget must be rebalanced, but not by letting current programs go.
 5. Are we working to involve the congregation more in ministry? Answer: Yes; the Worship Team is an example. Rev. Tina is doing a training session with new members of the Worship Team next Saturday. Members will also have a greater presence in membership, leadership in the pulpit, and the Pastoral Care Team, along with a new Personnel Team that Tom Wetherell has volunteered to chair. The Personnel Team also still has one position to fill. Members of the

congregation will be involved in decisions about hiring as well as how we redeploy staff resources. The goal is to have lay leadership available in all decision making.

6. How will the Search Committee be organized? Answer: In November 2017 the UUA will train the Board of Trustees. Rev. Joel's plan is to have the board contact every member of the congregation to discuss the search process and determine what the congregation's needs are. Over a couple of months, all members will be able to participate in some way in the search process. A slate of congregants to serve on the Search Committee will be presented to the congregation in late April, 2018. The Search Committee approved by the congregation will be trained in the early summer of 2018. Starting in August 2018 they will begin a series of meetings, focus groups, and surveys to determine congregational philosophies and theologies and to get a better understanding of what we want in a senior minister. The Search Committee will get busy in October, 2018, creating a web site that will be available for interested ministers to check out starting around November 15, 2018. On January 1, 2019 the Search Committee will gain access to minister websites. The committee will interview interested candidates by phone and then will interview a select few face to face in other cities, narrowing them down to three or four, one of whom the Search Committee will present to the congregation. During a week-long visit here in Rochester, that candidate and the congregation will check each other out. At the end of the week the congregation will vote on whether or not to accept the candidate. Rev. Joel made a final note about the Search Committee and how they will keep the interests of all members of the congregation in mind and will represent diverse aspects of our congregation's life.
7. What about the Saturday service? Answer: The Saturday service has been doing well. There will be organizational changes. Rather than going through them during this meeting, Rev. Joel invited those who are interested in the details to contact him directly. He also acknowledged that the Saturday service fills a specific need in the congregation.
8. When will the roof be finished? Answer: The signed contract states that the roof will be completed by the middle of October. (Much clapping.) Rev. Joel is very pleased with the contractor that we selected: a specialist in flashing, which is a big deal for this project.
9. Can we renew our contact with Dick Gilbert? Answer: That's up to Dick. He has been most helpful to me personally.
10. Cliff Eddy asked: Will you please describe our church's management style? Answer: When he arrived here Joel didn't see policy governance being used. Policy governance is most suitable for a church of this size. He doesn't know a good alternative. Accountability, not giving power to the senior minister, is the important part of policy governance. For example, if the minister says that Social Justice should take more importance than Music or Worship, and if the congregation doesn't agree, then accountability means that the minister must pay attention to what the congregation wants. The Board oversees the minister's work and the congregation's work. Another important aspect is the support staff. The senior minister shouldn't be doing a lot of the administration, as Joel is doing. He or she should have good administrative support.

VIII. 2017-2018 budget.

- A. Moderator Nancy Wesson explained that a single vote will determine the entire budget. The discussion will take place in two parts. First we'll discuss the operating budget. Once that discussion has been completed, the senior minister will leave the room and his salary will be discussed.
- B. Nancy also noted that any amendment must be budget neutral; any motion to increase a specific budget line item must also include an equal decrease in one or more other line items.
- C. Nancy called on Rev. Joel Miller to present the budget. The summary budget appeared on the screen in seven slides that included three pie charts and three tables. These minutes reflect only highlights. Some of what Joel reported appears below.

- Joel started by saying that he couldn't have built the budget without the help of Treasurer Anne Perry. Thanks to the Thrive Team we're on the right track.
- Joel described a pie chart showing sources of income, including pledges and income endowment. He also reported that the congregation has done a good job of supporting social justice initiatives in the outside community through Greater Good, plate collections, and grants. Income Endowment received \$1.5 million from Helen Brooks. Fundraising was important but small. Thanks are due to several anonymous donors who funded Kaaren Anderson's severance pay.

Operating Income

	Projected 2016/17	Budget 2017/18	% Change
Pledges	\$694,431	\$730,410	5.2%
Building Usage	83,000	80,000	-3.6%
Fund-Raising	30,000	18,784	-37.4%
Income Endowment Draw	127,546	131,449	3.1%
Social Justice	74,593	80,000	7.2%
From Sharkey Fund	43,554	0	-100.0%
Other Income	222,890	107,050	-52.0%
Total	\$1,276,013	\$1,147,693	-10.1%

- The proposed budget reflects the principle that sources of income should be sustainable. For example, interest from endowment is sustainable, available year after year. The endowment's principal is not; once some of it has been used, it is no longer available. Thus, though the current budget took \$43,554 from the Sharkey Fund, the budget proposed for next year takes nothing. Except for the pledge match, the 2017-2018 budget does not rely on one-time contributions.

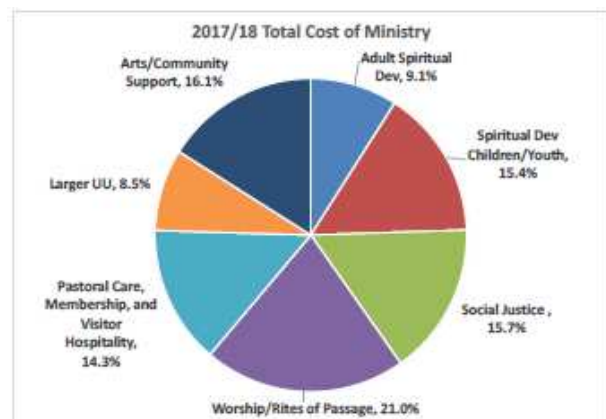
Operating Expenses

	Projected 2016/17	Budget 2017/18	% Change
Administration	\$230,149	\$235,613	2.4%
Building Operations	113,037	155,849	37.9%
Music & Arts	79,480	82,010	3.2%
Denomination	61,899	72,503	17.1%
Religious Education	90,607	93,581	3.3%
Finance/Canvass	29,217	31,578	8.1%
Social Justice	74,593	88,570	18.7%
Leadership/Governance	0	13,000	N/A
Caring Community	150	200	33.3%
Worship	4,240	7,620	79.7%
Congregational Care	2,800	9,626	243.8%
Ministers	396,549	196,735	-50.4%
Benefits / Personnel	158,093	160,808	1.7%
Total	\$1,240,812	\$1,147,693	-7.6%

- Joel gave a breakdown of operating expenses. Administration includes staff salaries, which we're able to increase 3%. Lately Music & Arts sustained a significant cut. We're restoring some of their funds. We're able to get back to our fair-share contribution to the UUA, which has provided good support to us lately. Social Justice gets money for a quarter-time coordinator because we're losing Rev. Carlos, who did a lot of work in that area. Rev. Tina retires in fourteen months. Because she knows the congregation so well, she can't be replaced. During his third year, Rev. Joel will hire an interim associate minister to help fill that gap. He will also focus on training for the board, congregation training, and assisting with the completion of an audit on structural racism within congregations. The increase in Congregational Care is for a quarter-time membership coordinator. The decrease in the Ministers line reflects the absence of Rev. Carlos for eleven months as well as all of Rev. Kaaren Anderson's severance package.

- The pie chart on the next page reflects an estimate of how ministers are spending their time.
- Joel will be happy to go over a detailed line-item budget with those who are interested.
- Questions and answers:

- Larry Eldridge asked for clarification of line item 5500 in the detailed budget handout that was available for those who wanted it. John Keevert answered that it takes into account an estimate for Greater Good.
- Is the item for background checks new? Answer: No. We have a new provider this



year who provides more extensive checks. We accept a moral obligation to vulnerable people, for example children.

- c. Why is fundraising lower? Answer: (1) Fashionista isn't happening any more. (2) It's good to be conservative. (3) Fundraising should be FUN-raising.
- d. Would having one Sunday service instead of two save money? Answer: It might instead cost more. This is a big congregation. Sunday morning attendance is over 400, but the sanctuary fits only 350. Cutting a service might say to visitors that there's not much room for you. Multiple services are needed to sustain the congregation as it currently is.
- e. Greg North praised the excellent job by Treasurer Anne Perry and Rev. Joel in preparing the budget.

IX. In order for the assembly to consider the senior minister's salary, Rev. Joel left the hall. Rev. Tina remained in the assembly because she is hired, not called, and because as a member of the congregation she is entitled to be a part of the debate and vote. In Joel's absence, Tina was able to answer many questions. Moderator Nancy Wesson opened the floor to consideration of Joel's budgeted salary.

A. Linda Hazel asked: Are we paying our senior minister what we should be paying? Rev. Tina responded that when a senior minister leaves, the interim minister who takes over must get the same salary. Jo Cone added that Joel chose to take a cut in salary in order to balance last year's budget.

B. Kathy Dear asked: Will we have to boost the minister's salary in order to attract a good minister? Rev. Tina replied that the salary shown is appropriate for this area according to UUA guidelines.

C. Other points made during the discussion:

- 1. Annie McQuilken made a comment about staff pensions.
- 2. Barb Erway commented that we owe Rev. Joel the proposed salary because of all he has done (roof, budget, etc.).
- 3. Paul Suwijn pointed out that compatibility of ministers is important.

X. Rev. Joel having returned to the assembly, the motion to pass the budget as submitted was passed without dissent.

XI. The tellers having reported the results of the elections, Nancy Wesson announced the winners.

A. Leadership Nominating Committee election results: John Dancy and Laura Humphrey were elected.

B. Board of Trustees election results: Mary Hammele, Gregory North, and Shadia McNally were elected for three-year terms, and Courtney Miller was elected for a two-year term.

XII. The meeting adjourned at 1:06 PM.

Respectfully submitted,

Don Wilder, Deputy Clerk