

First Unitarian Church of Rochester, NY
Board of Trustees Meeting
October 11, 2016

- I. The meeting was called to order by President Barbara de Leeuw at 6:34pm.
- II. Board Members Present: President Barbara de Leeuw, Vice President Chris Graziano, Clerk Linda Friedman, Treasurer Anne Perry, Trustees Jo Cone, Nicole Delgrosso, Tim Farnum, Jill Poremba, John Solbert, Paul Suwijn, Dave Burnet.
- III. Staff: Rev. Joel Miller, Ursula Staneff, Carol Anne Cleary, Laurie Collins.
- IV. Others: Courtney Miller
- V. Centering by Rev. Joel Miller, Litany of Atonement.
- VI. Caring Notes sent to Becky McQuilkin, Barbara Binder, Katherine Rugh in memory of Rev. Jan Evans-Tiller.
- VII. Consent Agenda
 - a. Minutes for August and September 2016 were put aside for now and not voted on.
 - b. Leadership nominating 2016-17 charge - Updating of dates.
 - c. Gilbert Spirit Fund Committee members: Kyrill Gill (youth advisor), Suzy Farrell and David Day.
 - d. Policy Governance Appendix D revision approval. Clarify gift policy of death benefit. All voted in favor of revision.
- VIII. Greater Good Committee: Voted to accept the recommendation of the three organizations chosen by the committee.
- IX. Interim Senior Minister's Report - Rev. Joel reported on October's Policy Governance monitoring reports:
 - a. Financial condition: Rev. Joel asked that this be post-phoned until November 2016, after ABD is complete.
 - b. Staff changes: Shannan Foos hired as infant/toddler caregiver and Elliott Assombro hired as sound tech.
 - c. Ends outcomes: This interim ministry is focused on the 5 developmental tasks and 8 recommendations from the Brubaker/Reference Team Report. Rev. Joel advised making recommendations #3, #5 and #8 tasks for year two of the interim ministry. Summary of status by recommendation:
 - #1: Celebrating What's Good.** We've begun to expand the worship team with lay associates participating more. Candlelight Dinners are starting up (with thanks to Nancy Brush).
 - #2: Revisiting the Governance Model** (also Task #2): Joel is currently abiding by Policy Governance in daily management.
 - #3 Restructuring the Senior Minister's Role** (also Task #2). Final outcome referred to year two; should be in place by the time a settled minister arrives. The final outcome will also depend on the functional size of the congregation, which is currently uncertain.
 - #4: Enhancing Two-Way Communication.** Rev Joel favors targeted communications i.e. newsletter, email news communication. Roofing Communications Team will send out monthly reports. The website will be

reconfigured, and shifts in staffing will provide coverage for routine website updates.

#5 Engaging Conflict Well: There will be two teams. One will focus around conflict. The second will center around understanding a healthy congregation. Both are in process. The work on conflict will happen in the spring, need to finish healing circles first. Work on a covenant will then take place in year 2. Lots of interested signups at the Volunteer Fair.

#6 Fostering Intergroup Connections: Rev. Carlos has been calling recently resigned members. Discussed the complications with having an all-ages event for community.

#7 Dealing with Grief and Loss (also Task #1): Healing Circles Facilitator training is scheduled for Saturday 10/29. Congregation will be invited to Healing Circles meetings beginning November 2016 and running through January 2017.

#8 Sustaining Our Church's Financial Future: More short term plans will be in the general report in November. Long term planning begins early in year 2.

- d. Financial Plan: Rev, Joel asked to wait to do this in November.
- e. Protection of Assets (Gov. Pol. P. 19 see "notes"): In general, controls are good.

- Roof - Plan for winter repairs on roof is in place. Asking 4 contractors for bids.

- ABD

- Communication

- X. Board Covenant 2016-17 discussion and vote: Voted to accept covenant as written.
- XI. First Quarter to Date Income Analysis –
Ursula Staneff: Income a little behind. Expenses on target. Pledge status, as of 10-11-16, short of goal by \$91k.
- XII. Good Governance Development
 - a. Reading financial reports: Anne Perry tutored the board on reading financial documents.
 - b. Scenario: Chris and John prepared an exercise to practice how the board would determine what guides the board's decisions in policies and by-laws.
- XIII. Announcements:
 - a. November 19, 2016 Regional UU Church Leadership meeting. Barbara plans to attend this meeting at First Universalist Church, contact her if you would like to attend.
 - b. Central East Region (CER) monthly leadership meetings
- XIV. Congregational Committee questions. Some questions: How does a particular committee fit the mission of the church? How is money/fundraising handled? Overall universality of things, i.e. definition of a task force, an advisory committee, a general committee, or an interest group.
- XV. Meeting was adjourned at 8:48pm.