



**First Unitarian Church of Rochester  
Board of Trustees Meeting  
Monday, March 9, 2020  
6:30 pm in Rev. Shari's Office and by Zoom**

Attendance: Ken Buckle, Tim Farnum, Terri Goldstein, Mary Hammele, Robert Lyubomirsky, Courtney Miller, Gregory North, Anne Perry, Paul Suwijn, Rev. Shari Halliday-Quan.

Guests: Sheila Schuh

Absent: Paul Minor, Scott Stamper, Kyle Williams

1. Establish a Quorum and Call Meeting to Order at 6:45 pm — Tim Farnum
2. Chalice Lighting and Spiritual Practice — Rev. Shari Halliday-Quan  
Rev. Shari asked Sheila Schuh to lead an anti-racism exercise that was part of the Jubilee Kids curriculum. It was based around the Golden Rule versus the Platinum Rule. Golden Rule - do unto others as you would have them do unto you. Platinum rule – do unto others as they want us to do unto them. These two have very different perspectives. Golden rule is ego-centric – the ‘other’ has dependent worth. Platinum Rule centers the ‘other’ who has inherent worth (our UU principle #1). There was then a round-robin answering: “Treat me right by . . .”. Many of the answers revolved around listening deeply to others and ourselves (our Mission #1).
3. Consent Agenda.
  - a. Approval of February Board Minutes  
**APPROVED** unanimously
4. Routine business
  - a. Cards of gratitude and concern
    - i. Betty & Doug Evans      Get Well                      Paul S
    - ii. Tom Perry                      SPARC Fundraiser          Tim
    - iii. Carol Anne                      Pledge Drive Breakfast      Terri
    - iv. Ahlia & Youth Group      Youth Sunday Service      Gregory
5. Report from Gilbert Spirit Fund  
The Board thanks the Gilbert Spirit Fund selection committee: Christine Gordon, Eris Kinsman, Mary Palmer, Carol Schlank, John Steepy and Jane Tuttle.

**MOTION:** To approve the grant awards from the Gilbert Spirit Fund:

- Spiritus Christi Prison Outreach Women’s Initiative \$2,000

- Children’s Film Festival (The Children’s Institute) \$1,000
- Esipova Youth Ballet Theatre \$3,200
- Teen Empowerment \$5,000

Moved: Anne                      Second: Gregory                      Approved: Unanimous

6. Report from Leadership Nominating Committee –

- a. Slate of nominees nominating by Leadership Nominating Committee for:
  - i. Nominating Committee (2-year terms):
    1. Danette Johnson
    2. Maren Kyle
  - ii. Board (3-year terms):
    1. Jon Horne
    2. Lynn Kinsman
    3. Mara Sanchez
  - iii. Moderator (2-year term): Barbara de Leeuw
- b. Nominated by the Board of Trustees:
  - i. President (1-year term): Gregory North
  - ii. Treasurer (2-year term): Robert Lyubomirsky

This report is for information only. The Board of Trustees does not have a role in approving the work of the Leadership Nominating Committee. The Board thanks the Leadership Nominating Committee for their good work. Second year: Cathy Reda-Cheplowitz and Julie Smith, First year: Jo Cone and David Ryder and Board appointee: Ken Buckle.

7. Minister’s Report Highlights (See Appendix A for full report):

- a. **Staffing:** Will is back half time with lifting restriction.
- b. **Second minister search** – have seen 2 of the four finalists. Hope to complete the interviews by the end of March. In discussion Board members expressed support for the search process and for Rev. Shari’s leadership. Considerable excitement over learning who is hired. Key criteria are ability to work well with Rev. Shari and strengths in areas of ministry that are complementary to Rev. Shari’s. The discussion reminded us of the controversy at last year’s General Assembly in Spokane, Washington where the local lead minister expressed opposition to increasing diversity. We need to remind ourselves of our Ends with regard to anti-racism and diversity.
- c. **Stewardship Update** - We have closed our pledge gap from 2019/20. Have received lots of comments about the Sunday breakfast and brunch. Have received about 10% of pledges. First 25 pledges included an average increase of 21%. A lot of these were mid-level givers. Kyle did a nice job of explaining the match – any increase over 8% will be matched. Online pledging had a few initial glitches but is now working well. Kim and Rev. Shari did a 6½ -minute video that is very clear.
- d. **Emergency Preparation** (COVID-19) - Sextons have started wiping down doors, rails, etc., every morning before New Horizons Band arrives. Some hospitals will not have testing available for weeks. Can’t rely on a travel ban to solve problems. Concern about installation speakers traveling. Rev. Shari is leaning toward post-poning installation. People are staying local and

canceling conferences. UofR canceling gatherings of more than 100 people. No international travel.

UUA is encouraging people to stay home if they're sick and following CDC guidelines. Church of the Larger Fellowship focuses on online worship and UUA is sharing how to do that. We are getting ready to live stream services. If you're sick stay home and watch it on live stream. If you're in a highly vulnerable group, you might also want to consider staying home and live streaming the service.

- e. **MISCELLANEOUS** – Interpretation of Governing Policy III Senior Minister Limitations, Policy J. Public Use of the Name of the Church is that Rev. Shari is required to keep a file of documents where the minister signs in the name of the church. Rev. Shari has been keeping documents in a google drive folder that was shared with the Board. It includes every public letter.
- f. **Hearing loop** is operational in Williams Gallery. The speakers have turned out to be way more expensive than the hearing loop salesperson estimated. Thom Snell is trying to get it below \$10,000.  
**MOTION:** To approve up to an additional \$6,000 to complete the hearing loop installation in Williams Gallery, Susan B. Anthony Lounge and Room 110.  
Moved: Anne Second: Robert Approved: Unanimous
- g. **Board & Minister Relationship** – Rev. Shari regrets that she is still working on interpretations. She is investing more in learning about our policies and policy governance. In discussion, the Policy Governance Committee members urged her to focus on areas that are more important rather than going through item by item. We will get there eventually.

## 8. Board Reports

- a. Treasurer's report — Robert Lyubomirsky
- i. **Feb YTD Church Operating Income & Expense:** Post February results, income is on track to meet full year budget. While the expenses are a little bit below expectations. There might be some rollover to the cash reserve.
  - ii. **Board Restricted Funds:** Treasurer's Report will show about \$1,500 in memory of John Looney increased the Building Maintenance fund.
  - iii. **Congregational Training:** About to send letters to about 20 parties to go over the Treasurer's report on April 9.
  - iv. **Attendance Analysis:** Last BOT meeting, I reported YoY 19% improvement in attendance – it is actually 24% improvement.
  - v. **New process for Board Restricted funds (Building and Cash Reserve related):** Targeting June BOT session to present to the board all of the approved financial motions (the items) for last 3 years and either
    - **Close** the item officially by the board due to project completion.
    - **Cancel** the item officially, if it is appropriate (no longer needed).
    - Request YOY **Rollover** of the motion.
  - vi. **Q&A with BOT member:** Do we need to do anything with the stock market?

- General advice is to sit tight. Given what's happening with oil stocks, it's good to know that we have shifted away from them. Investment Committee Chair Annie McQuilken will join us next month to provide some historical perspective.
- The Investment Committee is in the process of reviewing the Investment Guidelines in light of the New York State Prudent Management of Institutional Funds Act, which might help in "smoothing" impact of the stock market on the Endowment Draw.

b. Plan for Congregational Survey Forums

Tim thanks Gregory for taking the survey forms off his plate. Gregory and Mary have put together a presentation. It has an explanation of policy governance process and use of survey. The following questions will be asked: Does anything here surprise you? Is something missing? This will provide insight to Board, Congregation and staff. Small group meetings scheduled on March 22 and 29. Is it OK to go ahead and do this? In person or virtually. Both in person and zoom are OK as of now.

c. Capital Campaign Discussion

In the near term, we will offer people who want to donate an opportunity to donate to the Building Maintenance Fund. The Board can expect to be asked at a future meeting to change the name of that fund to something like Cherished Building Renewal Fund.

9. New business – no new business.

10. Share what's been happening around the church.

The Youth did a great job last Sunday. Ahlia Kitwana is doing a very good job with the Youth.

11. Adjourn at 9:04 pm

12. Closing and Extinguishing the Chalice — Rev. Shari Halliday-Quan

13. Tim will bring dinner on Monday, April 13.

## **Appendix A: Senior Minister's Report to the Board**

March 9, 2020

### **Staff/Volunteer Treatment**

- Will Hayes has returned on a half-time basis as lead sexton. We are, for now, retaining additional contract help.
- Second minister search continues through the end of March. We are prepared to meet extensively online if finalists are unable to travel for interview weekends.

### **Financial Condition** In addition to treasurer's report,

- For current FY, our pledge gap has narrowed significantly (\$703,186.73 pledged of the required \$704,700.00). I have some concerns about how we have calculated our historic collectible rate, but all the same, closing the gap is cause for celebration.

### **Stewardship**

- Many thanks to all who helped with the kick-off event! What an admirable effort!
- Currently, we've received **46** pledges totaling **\$171,286.98**. We'll need to re-double efforts to drive pledge completions.
- The first 25 pledges to come in were an average of 21% more than what the same family units had pledged in the past year.

### **Emergency and Public Safety Measures**

- We should consider postponing the installation.
- Preparations outlined in letter to congregations with livestream starting this week.

### **Policy J: Public Use of the Name of the Church**

- As required annually, BoT members can ensure compliance with policy J here by accessing Google Drive folder:

### **Building and Property Maintenance and Capital Improvements**

- Hearing loop system delayed by cost of speaker systems. Seeking authorization for additional \$6000 in the event that we move forward with all three rooms.

### **Board and Minister Relationship and Accountability**