



First Unitarian Church of Rochester  
Board of Trustees Meeting  
Thursday, May 14, 2020  
6:30 pm by Zoom, at  
<https://zoom.us/j/5852719070>

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

Guests: Jon Horne, Lynn Kinsman

Absent:

1. Establish a Quorum and Call Meeting to Order at 6:32 pm — Tim Farnum  
Rev. Shari requested that we take a look at the Otter.ai Live Notes demonstration.

Our attention was draw to Rev. Susan Frederick-Gray's letter about meeting online through next May.

2. Budget

- a. Rev. Susan Frederick-Gray's letter today says we should assume we'll be meeting online through next May. This is factored into the budget.
- b. Considered presenting a half-year online plus a half-year face to face. Went with online all year with some exceptions. There may be some period of small-group worship inside the building.
- c. We won't know whether or not the Paycheck Protection Program loan will be forgiven until July at the earliest. It is not included in the budget.
- d. Religious Education staffing budget is lower online. Budget includes a conservative assumption that RE may start in January. Music will come on later – singing whether in the choir or in the congregation spreads virus wider/faster.
- e. Building use fees are an area of concern. Building usage will be different but we don't know exactly how. Budget is conservative about re-starting.
  - i. Winton Road Nursery School: We don't know when they will re-open. They had paid some rent in advance when they vacated the building. We'd like them to continue and are looking at giving them the pre-payment as a credit.
  - ii. 12-step program: They will probably be the first ones allowed back in the building. We raised their rates minimally last year. Some have continued to pay us because Gregory taught them how to use Zoom.
  - iii. Youth RPO: not anticipating them coming back any time soon.
  - iv. New Horizons: expect them to be later rather than sooner given the at-risk nature of their participants.

- f. Messaging. Shari and Robert will be initiating the message in the budget forum. The questions that we are raising tonight will help them do a complete message.
  - g. Budget risk over two years – it's hard to predict whether members will drift away during this time of online worship?
  - h. Fair compensation structure for staff. How does this budget get us there? UUA ranges adjusted for geography and cost of living versus similar set of positions in the particular location. The ranges were recently updated. Joel was working with the best information that was available at that time. Ranges relate to excellence, preparation and achievement.
3. Income
- a. Pledges made amount will be included. Budgeted pledges received assumes 5% uncollectible.
4. Expenses
- a. moved sexton salary from admin to Bldg operations. Two full time is too much for a closed building. Still need some flex for specific events. There is different work to do with retraining.
  - b. membership staff re-visioned as congregational care as well as support to Margalie.
  - c. Life cycle of the congregation and the staff. Teamwork among staff is improving all the time.
  - d. Total staff and benefits is up 2%. Taken away accompanists, RE staff and sexton.

**MOTION:** To recommend that the budget in principal be presented to the congregation at the annual meeting in June, with details that were discussed during the meeting put into final following this meeting.

Moved: Anne Perry Second: Paul Suwijn Approved: Unanimous

It was noted that Rev. Shari and Treasurer Robert will bring their budget forum presentation to the Board for a 'test-run' in order to assure that details discussed in the meeting have been incorporated into the final budget.

Meeting Adjourned at 8:39 pm