



First Unitarian Church of Rochester
Board of Trustees Meeting
Monday, January 10, 2022
6:30 pm on Zoom

Attendance: Ken Buckle, Barbara Gawinski, Jon Horne, Lynn Kinsman, Robert Lyubomirsky, Courtney Miller, Gregory North, Anne Perry, Cathy Reda-Cheplowitz, EJ Santos, Paul Suwijn, Kyle Williams, Rev. Shari Halliday-Quan.

Guests: Sheila Schuh

Absent:

1. Establish a Quorum and Call Meeting to Order at 6:32 pm, Gregory North
2. Chalice lighting, Rev. Shari Halliday-Quan
Centering Reading, Gregory North
Meditation for a New Year
by Rev. Amanda Poppei, Senior Minister Unitarian Universalist Church of Arlington, VA
3. Consent Agenda [*Note: consent agenda includes items that are distributed before the Board meeting and are voted on without discussion. Any Board member can request that an item be removed so that it can be discussed.*]
 - December 13, 2021, Board minutes
 - Investment Policy Update to Asset Allocation Labels, Change to May 10, 2021, update Approved
4. Sabbatical Report, Sheila Schuh
Expressed gratitude for the gift of 3 weeks off for sabbatical. While it took a while to slow down, it was good to be able to celebrate holidays with family. A few accomplishments:
 - a. Up-dated her CPR training.
 - b. Co-leader planning for LAREDA (*Liberal Religious EDucators Association*) national conference in Montgomery, with a goal to move the 8th principle forward in RE across the country.
 - c. Wrote outline for youth sessions of JUBILEE program. Plan to pilot two of those this year.
 - d. JUST communication – working with church staff, trying to make it understandable and user-friendly. Will do two lessons for youth group. JUST:
 - i. J = Justice of needs met and rights honored.
 - ii. U = Understanding different experiences.
 - iii. S = Somatic awareness and state of body.
 - iv. T = Time factors that support connection.

Need for JUST communication as an approach beyond NVC (Non-Violent

Communication) especially regarding cross-racial communication:

- i. Is not prescriptive of empathy (NVC involves having empathy for the other person's feelings as part of the process).
- ii. Takes into consideration body state of self and other; trauma- informed.
- iii. Incorporates skills in each area in light of equity and white supremacy culture.
- iv. Honors the element of time, commonly overlooked in the expression of values.
- v. Is usable with various cultural norms.

Previously, had been working with parent groups on nonviolent communication. This was not well received as it could be used harmfully with people of color.

- e. Shifted Family Circle Training on restorative practices in families to an online format, to be able to offer it to other congregations when requested by colleagues.
- f. Appreciated Goodbye ritual. There was concern about backup during sabbatical since Sheila is a one-person area. Felt good about taking care of home and self. Took care of things that had been put off. Children transitioned to adulthood during pandemic.

5. Linkage – Re-engagement Strategy

- a. Reviewed draft call scripts, drafted by Barbara Gawinski
- b. Input from Rev. Shari Halliday-Quan and Sheila Schuh
- c. We think the questions designed for RE families who have not registered would be relevant for families who are registered and in fact for any congregant, engaged or not.
- d. Rev. Shari showed us where we can record the fact of our interactions and any need for pastoral care or other follow up through Simple Church.
- e. Best practice to email or text first so let people know you'll be calling. Will add to the script a phone / voice mail message.
- f. Next steps:
 - i. Rev. Shari Halliday-Quan and Sheila Schuh agree on the list of names.
 - ii. Rev. Shari Halliday-Quan and Shannan Foos work on the next list.
 - iii. Program interactions into Simple Church once each person has selected names.
 - iv. Operationalize this in the next couple of weeks.

6. Linkage – Survey Planning – Kyle Williams, Jon Horne, Barbara Gawinski

- a. Proposed changes to last survey
 - i. Scheduled for roll out February
 - ii. "Consistency" in the questions is considered important in order to track changes over time.
 - iii. There are two changes related:
 1. Previous question: How has not having physical access to the church - due to the pandemic - impacted you? What other barriers to access prevent you from participating in the life of the church?
Proposed modification: What medium(s) or resource(s) has facilitated your connection to church this past year?
 2. Previous question: What remote or on-line activities from 2020 would you continue to access in the future, even after physical distancing

restrictions are lifted?

Proposed modification: When in-person services resume, how often would you attend online services if they were offered? Every week, Once a month, Rarely, Never, Other _____

How often would you attend in person: Every week, Once a month, Rarely, Never, Other _____

After further discussion, the Linkage Team offered to revise these questions and share the updated questions with the Board before sending out the survey.

7. Policy Governance Committee Update, Lynn Kinsman reported for the Committee
 - a. Congregational Forum on January 27 at 7 pm.
 - b. Review of Limitations Policies. Scheduling some time with Rev. Shari Halliday-Quan.
 - c. Lay Leadership Google Drive has many relevant documents and all Board members have been given access.
 - d. There is a Board of Trustees Grievance policy that calls for a Grievance Team with two people appointed by Congregation President. There was discussion regarding the pros and cons of appointing each year whether or not there is a grievance versus appointing only when a grievance was brought forward. Decision was to stick with the current policy to appoint each year in order to facilitate a quick response. Gregory North asked the Board members to let him know if they are interested.

BREAK – The Board has implemented a 5-minute stretch break during Zoom meetings.

8. Minister's Report, Rev. Shari Halliday-Quan
 - a. Housing allowance for the calendar year 2022 is as follows:
 - i. Rev. Shari Halliday-Quan: \$20,000
 - ii. Rev. AJ van Tine: \$25,000Motion needs to be crafted for email vote or for February meeting.
 - b. Administrative assistant will come on by end of January.
 - c. Melissa Boyack resigned from Orange Sky band leader role before the start of this church year.
 - d. There was an internal audit of payroll per person and corrections made. Also surfaced some retirement contribution discrepancies that are being corrected.
 - e. Building our future team will be complete shortly. Rev. Shari Halliday-Quan is awaiting confirmation from the final team member.
 - f. Stewardship campaign – asking Board members to share a personal story of what First Unitarian means to them.
 - g. Figure out percentage we give to the church. Is it aligned with what we get from church.
 - h. Board members asked to complete pledge the first week of March.
 - i. Study leave: January 31-February 6 for UUMA Institute for Excellence in Ministry and February 14-19 for Annual Gathering of Senior Ministers of Large UU Congregations.
 - j. Evan Dawson to preach on January 23.
 - k. Bids for connection – silent auction. Opportunities for connection.

9. Treasurer's Report, Robert Lyubomirsky

- a. *Please note: At the January meeting, we reviewed the November 30, 2021, financials. There is a more extensive report following quarter ends. At the February Board meeting, there will be an in-depth report covering the quarter ended December 31, 2021.*
- b. As of November 30, we are in good shape owing to the staff's efforts to bring in pledge payments and to prudently manage expenses.

10. Staff Survey, Jon Horne & Gregory North

- a. Jon Horne and Gregory North reported that the survey results were positive and that there may be some lack of understanding about the differences between policies related to ministers versus other employees. Ministers are employed based on a Letter of Agreement which differs in some ways from the personnel policies that cover all other employees.
- b. In terms of due diligences, they asked the Policy Governance Committee to review Limitation regarding performance reviews.

11. Board Self-Evaluation. Good meeting. Covered a lot of ground.

12. Adjourn. With no objection, meeting adjourned at 9:00 pm.

13. Closing and extinguishing the chalice, Rev. Shari Halliday-Quan