



First Unitarian Church of Rochester
Board of Trustees Meeting
Monday, February 14, 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:

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 – EJ Santos. It's Valentine's Day . . . let's focus on relationships.
"Relationships" by Susan L. Taylor, the former Essence Fashion and Beauty Editor.
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.*]
 - o January 10, 2022, Board minutes
 - o Update wording of August motion to expand the definition of what the money can be spent on related to wiring, streaming, etc. There is no change in the amount of money.
PRIOR MOTION (8/9 BOT Approved):
To approve Wi-Fi and firewall upgrades up to \$20,000.
Moved: Lynn Kinsman Seconded: Robert Lyubomirsky
Motion passed

UPDATED MOTION:

To approve WIFI coverage and other information technology infrastructure needs work up to \$20,000 (example: Building Wiring, Network Accessibility, Streaming Services, Video Conferencing, Telephony, Server/Storage, Printing, etc.).

Consent Agenda Passed

Report Email Vote:

MOTION: To approve 2022 Full Calendar Year Housing Allowance for Rev. Shari Halliday-Quan in the amount of \$20,000, and Rev AJ Van Tine in the amount of \$25,000.

Moved: Robert Lyubomirsky Second: EJ Santos

Motion was introduced by Treasurer Robert Lyubomirsky at the January Board meeting, however, he noted that additional verification was needed. After he verified the information,

the motion went out by email, and it was approved by email vote on January 20, 2022.

4. Board Calendar Review – reviewed plan for the remainder of the year. Noted that we should add reminders to complete the Board’s responsibility to nominate President and Treasurer / Clerk in February.
5. Grievance Committee Appointees. President Gregory North announced the appointment of:
 - a. Ken Buckle
 - b. Jon Horne
6. Board of Trustees nominates President and Treasurer
 - a. President Gregory North
 - b. Treasurer Robert Lyubomirsky

MOTION: To nominate Gregory North as President for the 2022-23 church year.

Move: EJ Santos Second: Barbara Gawinski

Motion passed

MOTION: To nominate Robert Lyubomirsky as Treasurer for the 2022-24 church years.

Move: Anne Perry Second: Lynn Kinsman

Motion passed

7. Linkage – Kyle Williams, Jon Horne, Barbara Gawinski
 - a. Survey Update – office staff preparing survey for distribution this week. How can we help promote the survey? Need Board members to connect with people in person following Sunday services to invite people to complete the survey. Several volunteered for in-person and to put notice in the chat for online attendees. The message should be Invitational as opposed to informational: Your Voice Matters. It’s a key way for the Board to monitor our performance against our ends. Jon Horne volunteered to take the lead in organizing the promotion.
 - b. Outreach Project – RE Families
Half the Board members made calls to RE families whose children have not registered this year. Everyone reported difficulties reaching people. They all reported meaningful conversations with those they connected with. Families have had issues with Zoom and with kids missing their church friends, “When my friends are back, I’ll come back too.” Sunday activities that kids are involved with outside of church are also an issue. Conclusion we can draw is that continuing in-person services will likely bring people back.

Rev. Shari noted that the pastoral care team is following up with some of the non-RE folks who have not been present for online services. There are significant issues around Zoom for this group.

8. Policy Governance Committee – Lynn Kinsman, Robert Lyubomirsky, Cathy Reda-Cheplowitz and Anne J. Perry.
 - a. Lynn Kinsman reported that the January 27, 2022, policy governance forum was a success, with 25 participants who were a good mix of long-time and newer members as well as solid Board of Trustees participation. One participant said it was enlightening to learn that the Board under Policy Governance has a clearly defined process and isn't just 'a group of friends making all the rules for the rest of us'. A long-time member expressed the view that the process gives them confidence in the Board of Trustees.
 - b. Committee met with Rev. Shari and reviewed the Senior Minister Limitation section. Talked about need for some items to be interpreted, such as Staff and Volunteer Treatment and Asset Protection. Most of the limitations have documentation that the Board can access. The group agreed that there was nothing 'earth-shaking' that would create urgency in doing this. The Policy Governance Committee has a meeting planned before the next Board meeting.

BREAK

9. Minister's Report.
 - a. Attending large church ministers gathering in Phoenix this week.
 - b. Rev. Shari pointed out that she had experienced absences due to illness and throwing out her back as well as two weeks of professional development. Are there things we need from her as a result? Board members gave positive feedback about the professional development activities.
 - c. Our church staff can't do everything that we all want to do. Rev. Shari is working to clarify the activities that are most important and impactful.
 - d. Priorities discussion –
 - i. Time for rest and reflection. Don't know what the future holds. We think we're in a transition . . . we keep thinking we have turned the corner.
 - ii. Professional development is important as we become more and more of a learning congregation.
 - iii. Stewardship
 - iv. Building for our Future – may be enough to form a team this year.
 - v. Re-engagement, particularly as we open to in-person services
 - vi. Have some fun.
 - vii. Working on what we have instead of starting something new.
 - viii. We should be ready for turmoil at all levels as the pandemic resolves. As a church we should be ready to meet that.
 - ix. Board challenge: Monitoring at next four Board meetings.

- e. Window restoration work is just beginning and will probably take two years. This is an artisanal craft with few practitioners. Need to get this skill into the younger generation.
- f. New desk cracked and it is being replaced – manufacturing error.
- g. Welcoming space Shannan put together for UU101 is now in use and is very inviting.

Entering Executive session at 7:39 for a personnel issue. Out of Executive Session at 7:44.

10. Treasurer's Report.

- a. Quarterly – February meeting report covers the second quarter (October 1, 2021 through December 31, 2021) as well as December and Year to Date.
- b. Financial December and YTD performance:
 - i. Please note that the Treasurer's Report note now includes a more in-depth narrative from Director of Operations Florence Jessup for Church's Operational Income / Expenses. It's good to move this function from Treasurer to staff.
 - ii. Pledge Income Monthly Giving was 66.09% of Full Year Budget (FYB), but this result was \$9.4k more than Prior Year (PY) month/YTD. This makes 2Q'21-22 to be substantially better than Prior Year, i.e. September YTD YOY Income Performance went from (\$12.6k) worse to December YTD \$48k better (\$60k swing). FYI: '21-22 Stewardship Pledge Commitment now exceed campaign's goal of \$725k (it is \$727k).
 - iii. YTD Expense was 48.56%/\$14.3k above Prior Year YTD. It includes an extra Payroll Run in 1H'21-22 (which Occurred on 7/1/21). Still Overall expenses are in control and well managed (1.4% below Time Progression).
 - iv. The month's YTD Balance Sheet Financial Assets values has increased \$431k consisting of Income Endowment Fund increase of \$263.5k (predominantly due Market Performance), Common Fund increase of \$57.8k (predominantly due Market Performance), and our M&T Banking balance increase of \$109.7k. (predominantly due YTD Ops Performance).
- c. Second Quarter (October – December) Reconciliation/Performance:
 - i. Income Endowment (IE) value grew by \$381.1k thru receipt of gifts \$29k, Market Performance \$419.5k offset by (\$67.4k) planned Draw.
 - ii. Common Fund (CF) value grew by \$51.1k thru receipts \$29.6k (\$15.15k Property Maintenance & Improvement Fund Draw & \$14.5k Social Justice Bequest Gift), Market Performance increase by \$38k offset by (\$16.5) Property Maintenance & Improvement Fund Spending.

d. Update January: Net Income positive trend continues. Great Job!!!

11. Stewardship Moment

- a. Rev. Shari – great opportunity for connection. Invitation to connection and conversation. Significant inflation means we may need to increase salaries. Bread and butter of how we are a church together. Mailings. Emails. Sermon on stewardship. Meal with Board members at tables.
- b. Take a step back and speak to what brought us here and what keeps us here, what fuels our services as Board members. If we were sharing a testimonial, what would we say. A “Why am I here” moment. Prefer that these be submitted on Video and put in a dropbox: <https://www.dropbox.com/request/wC5QnpRlzxh1y2a4zHwf>
- c. Rev. Shari asked Board members to calculate the % of income are we pledging to church. One person related that this process was helpful in discerning that they could increase their pledge.

12. Announcement re: Attendance at UUA General Assembly June 22-26, 2022, in Portland, Oregon and online. Please consider being a delegate. Delegates who only attend business meetings do not have to pay a registration fee, although they do need to register. In-person registration is open now and online registration opens March 1. There will be webinars put on by the Unitarian Universalist Association between now and June to help with preparation. Delegates represent the entire congregation. Watch for announcements in the Connections Newsletter.

13. Board Self-Evaluation. Great meeting. Good at making sure everyone participated. Covered a lot. Appreciated discussion of prioritizing the too many things to be done. Moved well. Good balance of getting things done, on time, looking forward. Overwhelmed and excited. So many things to do and these are good people to do it with. Group that is both personable and professional. Good meeting.

14. Adjourn. With no objection, meeting adjourned at 8:48 pm.

Closing and extinguishing the chalice – Rev. Shari Halliday-Quan