



First Unitarian Church of Rochester  
Board of Trustees Meeting  
Monday, August 8, 2022  
6:30 pm on Zoom

Attendance: Ken Buckle, Emily Clasper, John Farrell, Barbara Gawinski, Jon Horne, Lynn Kinsman, Robert Lyubomirsky, Gregory North, Carl Olsen, Anne Perry, Cathy Reda-Cheplowitz, Elise Wall, 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 read by Gregory North  
The House of Our Dreams, by Dori J. Diners
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.*]
  - June 13, 2022, Board minutes
  - Official Closure of Motions, unspent amounts now available for other use.

**MOTION:** 2019.09.10.01  
Description: To authorize the senior minister to incur an expenditure not to exceed \$16,000 from the Property Maintenance and Improvement Fund to bring hearing enhancement technology to Williams Gallery, Susan B. Anthony Lounge and Room 110.

Approved Amount:	\$16,000
Spend Amount:	\$10,781
Outstanding Amount:	\$5,219

**MOTION:** 2021.08.09.00  
Description: To authorize \$12,000 for purchasing two tents and 12 propane heaters. Tents and heaters would allow more connection on the building grounds through the fall. Two tents and 12 propane gas heaters - \$12,000.

Approved Amount:	\$12,000
Spend Amount:	\$11,712
Outstanding Amount:	\$146

[*NOTE: Owing to supply chain issues, this was converted to rentals.*]

**MOTION:** 2022.04.11.00  
Description: Approve \$16,200 expenditure from Property Maintenance and Improvement Fund to replace flooring in nursery school classrooms.

Approved Amount:	\$16,200
Spend Amount:	\$13,500

Outstanding Amount: \$2,700  
Consent Agenda Approved

4. Administrative:

a. Vice President.

**MOTION:** To appoint Lynn Kinsman as Vice President

Moved: Gregory North Second: Ken Buckle

Motion passed

b. Board members to serve on

- i. Linkage Team – Jon Horne, Barbara Gawinski, John Farrell, Elise Wall  
Board connections to congregation, annual congregational survey, other opportunities. Board linkage to our Mission.
- ii. Policy Governance Committee – Lynn Kinsman, Robert Lyubomirsky, Anne Perry, Ken Buckle, Emily Clasper
- iii. Grievance Committee – Barbara Gawinski, Jon Horne, Ken Buckle
- iv. Ministerial Evaluation – Elise Wall, Carl Olsen
- v. Staff Survey – Carl Olsen

c. Report out email vote on Leadership Nominating Committee. Cathy Reda-Cheplowitz is the Board-appointed member of this Committee.

d. Approve Investment Committee membership:

**MOTION:** To approve the Investment Committee membership. Chair Annie McQuilken, Doug Constable, Ron Steinman and Judy Oaks. Robert Lyubomirsky, Treasurer, serves ex-officio.

Moved: Robert Lyubomirsky Second: Cathy Reda-Cheplowitz

Motion Passed

5. Board Calendar

Treasurer Robert Lyubomirsky shared the Board Calendar and explained how it's set up and how it is used. It's stored in our Google Drive in the Board Resources folder. Will be looking for ways to balance the Board's work over the year since it seems that Board is busier in January-May.

6. Board self-evaluation Lynn Kinsman and Gregory North

- a. Review/discuss summary of results of Board survey. (Full report on year-end survey is in shared Google Drive: BOTShared, Board Deliverables, Board Self-Evaluation)
  - i. Self evaluation has two parts
    1. Check out at each meeting for 'How'd we do?'
    2. Annual survey at year end.
  - ii. The Presentation is available for Board to review.
- b. This review is considered as background for the upcoming Board Retreat

7. Board Retreat – August 12/13

- a. Agenda Review (the full agenda was posted in the shared Google drive prior to the

meeting). Facilitator is Julica Hermann de la Fuente, a frequent UU facilitator on anti-racism and anti-oppression. Topics include:

- i. Relationship building
- ii. Review Board covenant
- iii. Governance Leadership Styles
- iv. Ends Monitoring (objective / subjective)
- v. Anti-Racism / Anti-Oppression content
- vi. Introduction to the Intercultural Development Inventory

## 8. Ministers Report

- a. If we have reports well in advance, can we focus on discussion rather than presentation? Members supported this idea.
- b. Staff Changes –
  - i. Thommy Snell has left us
  - ii. Sarah, accompanist, is under contract for the summer
  - iii. Many part-time RE positions will be filled in the coming weeks
  - iv. Music Director Search – 13 applicants have been reduced to half for initial interviews by Zoom. Will not have one in place for start of the church year. Looking for a choir director to fill in for beginning of the year.
- c. Shifting to in person
  - i. In person attendance expected to increase in the fall. However, we will continue to have a single service except for homecoming when there will be both a 10 am service and another at noon.
  - ii. In person events. Less rigid for getting into Soul Matters when Starting Point only happens 3 times a year.
  - iii. Think of church as 10-11:45 (RE will last longer).
- d. The Children's Chapel
  - i. The space that we have been calling the music room or choir room was designed as a Children's Chapel. The design with clerestory windows even reflects the design of the sanctuary.
  - ii. To return this space to its intended use, the Music Library and Music Director's office are moving to space in Gilbert Hall. The Chapel will be used by the children on Sunday morning.
  - iii. Choir and other rehearsals will continue in the Children's Chapel.

## 9. Treasurer's Report.

*Please note: The Treasurer's Report is in depth at quarter ends, such as in August for June 30 year end. At the meetings between quarter ends, there is a brief update. Full financial statements/reports are available on the Board shared Google drive.*

- a. TRS #2 document has the basic financial statements. Books close 30 days after month end. August meeting is focused on year end June 30, 2022
  - i. Income: higher than budget by \$26.24K from a combination of higher pledge and other income.
  - ii. Expenses managed well. Increased expense related to having 27 pay periods

versus the typical 26. The surplus of income over expense of about \$12K was moved into Operating Cash Reserve.

- iii. Balance Sheet took a huge hit because of the stock market. On the plus side, our endowment fund did not go down as much as the market went down.
- iv. So far, July has been a stellar month. Prepaid pledges and contributions – strong beginning / stronger than last year.
- v. What to watch – uncollectible pledges were 5% this year versus 3% last year. Concern going into 2022-23 because we assumed 3% uncollectible. On the other hand, rollover pledges were handled more carefully this year.
- vi. Strong cash position.

#### 10. Updates/Reminders

##### a. Building for Our Future – Next Phase Kick-Off

- i. Gregory North & Rev. Shari Halliday-Quan are working with Kyle Williams and EJ Santos regarding kick-off.

#### 11. Check out: How did the meeting go?

From new members: feel like a newbie, combination of overwhelmed and energized, wondering if we have a summary of action items (Gregory North pointed to minutes), appreciate openness and organization.

From continuing members: worthwhile meeting, hoping everything was clear, especially for new board members, appreciate clarifying questions and comments from new members, hoping that everyone feels they can disagree, excellent kick off meeting with more board turn over this year and hoping the retreat gives us a chance to get to know each other better, shout outs to music library team, music director search team, RAIHN team, and kitchen clean-up team.

#### 12. Adjourn. With no objection, meeting adjourned at 8:51 pm.

#### 13. Chalice Extinguishing. Rev. Shari Halliday-Quan “Connections” by Marge Piercy