



First Unitarian Church of Rochester
Board of Trustees Meeting
Monday, April 10, 2023

6 pm dinner

6:30 pm Susan B. Anthony Lounge & 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: Jan Gartner, Compensation and Staffing Practices Manager, UUA (and First Unitarian Church member)

Absent:

1. Establish a Quorum and Call Meeting to Order at 6:42 pm — Gregory North
2. Chalice lighting – Rev. Shari Halliday-Quan
Centering Reading – John Farrell
by wheresmollie (Mollie Davis)
And just like the moon, you shall go through phases
of light
of dark
and everything in between.
And though you may not always appear with the same brightness, you are always always
whole.
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.*]
 - March 13, 2023, Board minutes
 - **MOTION:** To approve closure of Motion 2021.06.24.00 & 2022.11.28.00 (below).
Moved: Robert Lyubomirsky 2nd: Anne Perry

MOTION #1 – 2021.06.24.00: to approve spending up to \$18,000 on furniture and signage in the church lobby and Room 209.
Approved: 6/24/2021 (via email) and reported in August 9, 2021 minutes
Approved Amount: \$18,000
Spending: \$15,178
Unspent: \$2,822
Project Reported Completed: 4/3/2023

MOTION #2 – 2022.11.28.00: To approve repair for First Unitarian Church HVAC (failed VYKON controller) in the amount not to exceed \$15k.
Approved: 11/28/2022 (via email) and reported in December 12, 2022 minutes

Approved Amount: \$15,000

Spending: \$13,960

Unspent: \$1,040

Project Reported Completed: 4/3/2023

Consent Agenda Approved

4. UUA Congregational Salary Program – presented by Jan Gartner, Compensation and Staffing Practices Manager, UUA

The Unitarian Universalist Association (UUA) began making salary/benefits recommendations to congregations in 1995. While the program has been updated in small ways over the years, it was only reconfigured in 2022 to be better aligned with congregational practice and best practices. Practicality, Equity, Integrity and Economics are the underpinnings of the program. There are many resources available to church staff and leaders on the UUA website. For example, an unconscious bias video – 8 Minutes on YouTube:

<https://www.youtube.com/watch?v=A5GM7Xf28t4>

To view it, you need to create a login which is relatively easy to do. In summary, process is primary and transitioning to the new program should focus on process and values. Consider local information and cost of living changes. Even if someone is found to have too high compensation based on the new program, no one's pay should be reduced. It's important for leaders to advocate for staff.

5. Stewardship Campaign Update – Elise Wall, Robert Lyubomirsky, Anne Perry & Rev. Shari Halliday-Quan

This spring's stewardship campaign, Nurturing Community, is focused on a commitment to bring community together. We engaged in a deep generative discussion and brainstorming on communication about the status of the stewardship drive and how to proceed to generate ideas for how we might move forward, in addition to the postcards to those who have not yet submitted their commitments that are already underway. We may not meet our aspirational stewardship goals this year and that will impact staffing raises. The spring group is still working to get all the commitment units in. As it's going now, we will likely be about \$75K short of our growth targets.

6. Monitoring: End 3 Priorities

End 3. We engage in spiritual growth and development:

- a. Providing inspiration, support and courage to explore our whole selves.
- b. Recognizing our racial bias and confronting its impact on our relationships and behaviors.
- c. Developing our ability to communicate openly and with loving kindness.
- d. Strengthening our spiritual connections within our own community and beyond.

Following up on End 3 Focus Group presentation at the last meeting, the Board members were asked to come prepared to identify a reasonable number of priorities.

- a. **End 3. c. – Communications** – theme runs through the entire presentation. We have a high newsletter open rate ~60% which is double the industry average. We have a social media presence. Feedback that a personal invitation from the ministers is often helpful,

as is a pulpit announcement. Work on diverse communication channels since people connect in a variety of ways.

- b. **End 3. d. – Engagement/Connections.** People want to be aware of what’s going on at church and how to connect / be a part of it.
 - i. They asked for more information on organizations getting the plate collection, possibly by having representatives invited to come and speak for 2-3 minutes during services.
 - ii. Frequency of message is important, especially over diverse channels.
 - iii. Making a friend is an important aspect of sustaining church involvement.
 - c. **End 3.b. – Anti-Racism Programming.**
 - d. **End 3.a. – Adult OWL**
 - e. The goal of monitoring is “Measuring outcome not activity”. Focus on measuring engagement not awareness. The plan is to update the survey questions for the annual congregational survey to evaluate progress year over year.
7. Linkage Team – Jon Horne, Barbara Gawinski, John Farrell, Elise Wall
- a. Next Steps – End 4 Focus Groups
 - i. Looking at possible May dates during Connections time.
 - ii. Only 4 questions on survey versus 17 questions on End 3
 - iii. What’s the barrier to engaging in SJ activities?
 - iv. How are ministries engaged in external partnerships?
 - v. How do we show up
 1. in leadership roles and
 2. in followership roles
 - vi. This is not the right time for reaching out to external partners with questions.
 - vii. What does social justice look like in this congregation in 2023? Concern that facilitators need some background to answer questions that come up.
 - b. Linkages committee plans to meet soon.
8. Policy Governance Committee – Lynn Kinsman, Emily Clasper, Ken Buckle, Robert Lyubomirsky, Anne J. Perry
PGC has a meeting planned to review Governing Policies with Rev. Shari Halliday-Quan. Any updates will come to the May Board meeting.
9. Ministers Report
- a. Youth members aged 14 and up may have delegate status at the UUA General Assembly. Under New York law youth members have to be 16 to vote. The General Assembly is in Pennsylvania.
 - b. A heads-up prior to reviewing the 2023-24 budget: There will be some adjustments to health plan coverage.
10. Treasurer’s Report - Update.
- a. *Please note: At the March meeting, we reviewed the January 31, 2023, financials and the February 28, 2023, will be reviewed in April. There is a more extensive report following*

quarter ends. At the May Board meeting, there will be an in-depth report covering the quarter ended March 31, 2023.

- b. Project status. After closing two completed projects, there are still several open. For example, the Wi-Fi project. We do not have full Wi-Fi coverage throughout the building. A team is working on a various solutions to improve and stabilize coverage. The Board is incredibly grateful to project volunteers, Andrew Sanjanwala and Gabe Siftar, who bring their skills and experience to this project.
- c. Financials
 - i. Pledge Income YTD 79.54% of Full Year Budget (FYB), resulting in \$6k increase Year Over Year. This is predominantly due to an increase in pre-paid Pledges. Total Income is 79.99% of the FYB, this is \$47.38k more than PY YTD.
 - ii. YTD Expense was 62.99%/\$11k higher Prior Year YTD, but better than Time Progress YTD
- d. There will be a full Quarterly report in May
- e. With market improvement, expect third quarter Investment Fund reconciliations to result in improving position in Income Endowment (+~380k) and Common Fund (+~\$37.37k). This indicates we have made more back than our quarterly draw.

11. Other Business

- a. Pittsford has blocked the planned drag story hour in a community center building by charging \$8,500 for security after hateful incendiary complaints were received. Instead, on Saturday, April 15, the drag story hour will be at Book Culture in Pittsford. De-escalation training will be held at First Unitarian that morning preparatory to a support vigil at Book Culture that afternoon.

12. Board self-evaluation – good meeting, good being together, grateful to all who brought the meal. The budget meeting on April 27 will be on Zoom. The May 8th Board meeting will be in person with dinner at 6.

13. Adjourn. With no objection, the meeting adjourned at 9:14 pm.

14. Chalice Extinguishing

May centering reading by Cathy Reda-Cheplowitz