



First Unitarian Church of Rochester  
Board of Trustees Meeting  
Monday, August 14, 2023  
6:00 pm Dinner  
7:00 pm in person

**Attendance:** Keith Abel, Ken Buckle, Emily Clasper, Erin Collier, Barbara Gawinski, Lynn Kinsman, Craig Lending, Robert Lyubomirsky, Carl Olsen, David Pinto, Cathy Reda-Cheplowitz, Elise Wall, Rev. Shari Halliday-Quan.

**Guests:** John Keevert and Sue Steepy

**Absent:**

1. Establish a Quorum and Call Meeting to Order at 7:15 pm — Lynn Kinsman
2. Chalice lighting – Rev. Shari Halliday-Quan  
Poem by Morgan Harper Nichols
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.*]

a. [June 12, 2023 Minutes](#)

b. Motions approved by email since last meeting

**MOTION:** To accept the recommendation of the grants panel for awards from Gilbert Spirit Fund (GSF) totaling \$12,802, Paul & Josephine Wenger Fund (P&JWF) totaling \$4,610 and Social Investment Fund (SIF) totaling \$8,306 as follows:

- Film Festival of the Children’s Institute \$3,250 (GSF)
- Girls Rock Rochester \$2,000 (GSF)
- Mutual Aid Wildlife Rehabilitation Center \$5,000 (GSF)
- Rochester Greenovation \$5,000 (GSF \$2,552 + SIF \$2,448)
- Expanding the Field at Flower City Arts \$4,610 (P&JWF)
- HEAL Program at EquiCenter \$5,858 (SIF)

Moved: Anne J. Perry                      Second: Robert Lyubomirsky

Approved

**MOTION:** To accept the recommendation of the grants panel that the full amount of the Gilbert Spirit Fund be dedicated to the cost of Rev. Shari’s Growth Minister project in 2024, 2025 and 2026.

Moved: Anne J. Perry                      Second: Robert Lyubomirsky

Approved

**MOTION:** To approve, in lieu of a charter-compliant committee, an amount not to exceed \$737.51 from the Edward T. Shell III Crescendo Fund representing the draw for '22-23 Church Year, to be spent toward the travel, housing and/or fees for skilled musician/facilitators to come to Rochester to conduct a song leader workshop, a Sunday service, and a Connection time after church with congregants during summer 2023.

Moved: Lynn Kinsman                      Second: Robert Lyubomirsky

Approved

c. Rev. AJ's housing allowance

**MOTION:** To approve housing allowance for calendar year 2023 Rev. AJ van Tine to be \$32,000 (previous approved on 1/16/2023 amount was \$23,000).

**Moved:** Robert Lyubomirsky **Seconded:** Emily Clasper

**Approved**

4. Report from Environmental Issues Ministry regarding Green Sanctuary 2030 Program – John Keevert and Sue Steepy

- Noted: small percentage of congregation is actively engaged
- Noted: this is a multi-year effort to earn certification
- Discussion of the things required to be on track for certification by 2030
- Noted: Green Sanctuary group should be working with Building Our Future group
- Discussion of how projects are selected and how they are prioritized, how these efforts fit with other Social Justice efforts and the work of community partners

5. Linkage Committee Report on End 4 Survey - Barbara and Craig

- a. Information from survey will be passed to Social Justice team
- b. 52 people asked to be contacted to get involved in social justice work through the church
- c. Discussion of the data gathered and what this may mean for the future of social justice efforts at the church
- d. Community partnerships may be key in increasing engagement of congregants in social justice. Assessment and monitoring is tricky for this
- e. Recommendation that Social Justice team work on communication and reporting on social justice activities and participation
- f. Linkage next steps will be discussed at the upcoming Board Retreat.
  - i. Rev. Shari requests that ends 4 linkage focus on external information gathering

6. Personnel Committee Report - Executive Session      Lynn, Barbara, Carl

- a. Executive Session Called at: 8:11pm
- b. Ended Executive Session at: 8:23pm

7. Lead Ministers Report

- a. Staffing updates
- b. Move to two services in the fall

- c. Update on Rev. Verdis start
- d. Board support for 501(c)(3) application
- e. Fall wave of Stewardship drive

#### 8. Treasurer's Report

- a. Full Year Income was **103.84%/ \$44.14K** better than Budget, due to greater than budgeted Other Operations Gen Income (Building Usage, Contributions, Fundraising & Plate Collection). The Pledge uncollectable income was 3% in line with Budget assumptions.
- b. Full Year Expense (before the Transfer Out to Net the income) was **95.7%/ \$7.58K** under Budget primarily due to late start of Music Programs in the year BEFORE Rollover into Sabbatical and Operational Cash reserve.
- c. Board of Trustees voted on 6/13/22 meeting to roll over the Year End Net Income balance to the Future Sabbatical Fund (**\$10k**) & Operating Cash Reserve (**\$41.72k**)
- d. The YTD Balance Sheet Financial Assets values increase by **\$565.74k** predominantly due Market Performance.
- e. Update on Strategic View
- f. Review of Open Projects
- g. Investment Committee chair and members (motion)

**MOTION:** Approve the membership of the investment committee – Annie McQuilken, Chair, Doug Constable & Ron Steinman. Robert Lyubomirsky, Treasurer, serves ex officio.  
Moved: Robert Lyubomirsky      Seconded: Ken Buckle  
Approved

- h. Audit Committee forming and timeline (discussion)
  - i. Plan to select 3-member committee by September.

#### 9. Other Business:

- a. Committee/Duty Assignments (tabled)
  - i. Email Lynn with preferences. Will be discussed at the retreat.

#### 10. Reminders

- a. Board self-evaluation survey is complete. Lynn and John Farrell are compiling findings and summary.
- b. Board retreat **Sat. August 19 9am-2:30pm** at church
  - i. Agenda coming this week
  - ii. Come a few minutes early. Lunch provided.
- c. Large church board training **Sat. August 26 12-4pm** on Zoom
  - i. Pre-work is extensive – do as much as you can, focusing on starred items

- d. Complete registration process in order to receive link to pre-work on UU Institute and zoom information from CER UUA

11. Review Action Register (tabled)

12. Check out: Lots of discussion. Would be good to have Lead Minister's report beforehand. Can some discussion happen online before meeting? Appreciation for being offsite. So much was covered – seemed a little rushed. Noted: large turnover on board this year. Everyone is learning and appreciative. Timekeeper role for next meeting?

13. Adjourn. With no objection, meeting adjourned at 9:17pm

14. Chalice Extinguishing – Rev. Shari Halliday-Quan

APPROVED