



First Unitarian Church of Rochester
Board of Trustees Meeting
Monday, May 13, 2024
6:30pm
Location: Susan B. Anthony Lounge

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

Absent: Erin Collier, David Pinto

Guests: Florence Jessup

1. Establish a Quorum and Call Meeting to Order at 6:31 pm— Lynn Kinsman
Timekeeper for the Meeting: Elise Wall
2. Chalice lighting – Emily Clasper from *Transforming Conflict*
3. Consent Agenda [*Note: The 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.*] accepted as stated below:
 - a. [April 11th. 2024 Minutes](#)
 - b. Minister’s Report
4. Treasurer's Report (Robert Lyubomirsky)
 - a. Documents:
 - i. [TRS #1](#)
 - ii. [TRS #2](#)
 - iii. [TRS #3](#)
 - iv. [TRS#4](#)
 - b. Financial Performance: March '24 Treasury Report.
 - i. Income/Expenses:
 - March Pledge Income actuals YTD were \$23.2k more PY YTD. Other Operating Income YTD is larger by \$22.7K more than Prior Year due to increased Financial Income (generated by Monthly Interest on our Money Market Fund Account). Total Income is \$41.5k more than PY YTD.
 - YTD Expense results are a bit higher than Prior Year performance (~ by \$18.9K), but lower than budgeted time progression (69.76% vs, 75%), demonstrating good Expenses management by the First Unitarian team.
 - YTD Net Income total was ~\$169.59k (vs. PY YTD \$146.99k), i.e., increase by (~\$22.6k YOY).
 - ii. Balance Sheet:
 - The YTD Balance Sheet Financial Assets values has increased by ~\$629.2k,

fund *in the absence of specific designation of funds by the donor*. Do we change the Bylaws regarding *undesignated* memorial gifts to place a portion of that income into a strategic fund, and not only the Income Endowment fund. Terminology needs to be clarified. There are discrepancies, especially in the Gifts Policy language. Should a monetary threshold be set to define the handling of memorial gifts above or below a certain amount and reduce administrative expenses for smaller monetary donations? Recommendation \$10,000-\$25,000 range to align with current spending policies.

- iii. We do not currently have an active Legacy Committee to help with the work of educating potential legacy donors and assisting in the designation of their gifts. This is a clear gap.
 - b. Next steps
 - i. No Bylaws change is recommended at this time, but additional research and discussion will take place. Additional feedback on potential changes is needed before a change will be proposed. The Board of Trustees may want to appoint a Bylaws Committee to work on this.
8. Other Business
- a. Sabbatical planning
 - b. June Board of Trustees cross-over meeting location
 - c. Nomination for Moderator: Tim Farnum
 - d. Eclipse Planning Team [Resolution of thanks](#) (vote)
Motion: To approve the Resolution to express deep appreciation for Eclipse Planning Team's work.
Moved: Lynn Kinsman **Seconded:** *Not required*
Approved
9. Reminders
- a. Meet the Candidates event May 19 during Connection time 11:30 after the single service.
 - b. Budget forums with congregation are May 26 during Connection time (11:30) and May 28 (7pm on Zoom)
 - c. Annual meeting June 9 after service (11:35am)
 - i. Planning is underway (agenda, annual report, tellers, Zoom, etc.)
 - d. Next Month: Greater Good team formation and Social Justice Grants Panel awards
10. Reviewed Action register
11. Check out: (meeting process or sharing something you heard around church)
- a. Preparation appreciated. Comfortable. Microphones are a good idea. Good time management, well-structured meeting stuck with agenda. Appreciation for Linkages and Policy Governance Committees. "Meaty Blocks" of time appreciated. Calling on a quiet member is appreciated. A lot was accomplished.
12. Chalice Extinguishing - Rev. Shari Halliday-Quan
13. Adjourn. With no objection, meeting adjourned at 9:05pm