



First Unitarian Church of Rochester
Board of Trustees Meeting
Monday, June 10, 2024
7:00 pm
Location: Susan B. Anthony Lounge

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

Absent:

Guests: Lynette Blake, Ernesto Michelucci, Mariane Randall

1. Establish a Quorum and Call Meeting to Order at 6:59pm — Lynn Kinsman
2. Chalice lighting – Elise Wall 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:

- [May 13th, 2024 Minutes](#)
- Greater Good Committee Members

Motion: To approve partial membership of the Greater Good Committee for 2024-25 to include these adult church members:

- Tracy Nemecek (chair this year; starting my 3rd year on the committee)
- Elaine Richane (starting her 3rd year)
- Judith Bennett (starting her 2nd year)

Moved: Lynn Kinsman **Seconded:** Emily Clasper

Approved

The Board acknowledges that the charter calls for a diverse group of “at least 5 and not more than 10 members of the church” or “youth (age 12 or older on track for or holding church membership)”. The committee can request approval of more members until the charter is fulfilled.

4. Social Justice Grants
 - Grants Distribution Proposal

Motion: Full distribution of the annual allocation of the Social Investment Fund (\$8,446) and the Wenger Fund (\$4,558) to Friends of Ganondagan (total \$13,004) to continue the youth leadership and cultural learning program established through the Greater Good program in FY22 or similar.

Moved: David Pinto **Seconded:** Barbara Gawinski

- i. Rev. Shari, with the support of the social justice team, would like to charge a small group of 3-4 people to research and offer a recommendation by October 2024 for the use of annual distributions totaling \$10-15k. This will be taken up by the Policy Governance Committee.
- ii. Gilbert Spirit Fund - Board voted 8/14/2023 to allocate expenditure to the Minister for Growth project for three years 2024-2026.

5. Minister's Report

- o Written report submitted to the Board

Motion: brought by the Personnel Committee of the Board June 10, 2024

We move to accept the request for sabbatical from Lead Minister Rev. Shari Halliday-Quan as outlined in their report to the board May 13, 2024 for sabbatical leave from March 22, 2025 to August 7, 2025.

Moved: Lynn Kinsman **Seconded:** Carl Olsen

Approved

This 4.5 month span is in alignment with eligibility laid out in section 4.9.1 of the Letter of Agreement, last approved May 9, 2022. We recognize that the amount of notice called for in that section for a leave of this length is not in compliance with the agreement, since only 10 months notice is officially given rather than 12 months. However, given that the President and Vice President did begin discussions about this with Rev. Shari in March, and given that this board started setting aside funds last church year and intends to do so again at the end of this fiscal year in anticipation of this leave, the spirit of the agreement is being honored in that there is sufficient time and resources to plan for this leave. Having discussed the goals of the sabbatical and the church year schedule, the proposed dates are optimal and we approve.

6. Treasurer's Report (Robert Lyubomirsky)

- o Documents:
 - i. [TRS #1](#)
 - ii. [TRS #2](#)
 - iii. [TRS #3](#)
- o Financial Performance: April '24 Treasury Report.
 - i. Income/Expenses:
 - April Pledge Income actuals YTD were \$25.9k more PY YTD. The Other Operating Income YTD is larger by \$14.6K more than Prior Year due to increased Financial Income (generated by Monthly Interest on our Money Market Fund Account). Transfer from Restricted Board Fund were on plan, i.e. (~\$1.77 less than Prior Year) **Total Income is \$38.75k more than PY YTD.**
 - YTD Expense results are a bit higher than Prior Year performance (~ by \$.89K), but much lower than budgeted time progression (77.76% vs, 83.33%), demonstrating good Expenses management by the First Unitarian team.
 - YTD Net Income total was ~\$164.3k (vs. PY YTD \$126.4k), i.e., increase by (~\$37.9k YOY).
 - ii. Balance Sheet:

- The YTD Balance Sheet Financial Assets values has increased by ~\$628.36k, predominantly due to Market Performance
 - iii. Update May:
 - Pledge monthly performance is similar to the Prior Year, therefore keeping us ahead of the budget. Over the performance is in line with 9+3 Outlook presented by Florence last month
 - iv.
 - Based on 9+3 Outlook, the Full Year Income is still expected to have a Rollover to Operating Cash Reserve (TRS #4).
 - Financial Motions

Motion: As of June 30, 2024, fiscal year close, any surplus of income over expenses up to \$15,000 shall be moved to the Sabbatical Fund with the remaining balance rolling to the Operating Cash Reserve.
Moved: Robert Lyubomirsky **Seconded:** Craig Lending
Approved

Motion: To close the completed project 2023.09.11.00 – Rev Verdis Insurance Deductible.
Moved: Robert Lyubomirsky **Seconded:** David Pinto
Approved
 - Status of Bequests
 - i. 500K Bequest - Money has been deposited into the Income Endowment Fund
 - ii. We have been notified of another bequest which will be expected soon.
7. Other Business - coming in the next few months
- Staff Appreciation cards
 - Orientation and Training for New Board Members (July dates TBD)
 - i. Emily will be organizing four dates in July for training sessions
 - Board Self Evaluation for 2023-24 year
 - i. Lynn will be sending out the survey soon - please respond promptly
 - 2024-25 Board retreat - August 2024 (dates TBD)
- Motion:** To approve Robert Lyubomirsky as Assistant Treasurer to train and assist Craig Lending as he assumes his role as Treasurer.
- Motion:** Craig Lending **Seconded:** Cathy Reda-Cheplowitz
Approved with one abstention.
8. Reminders
- General Assembly is all virtual - June 20-23; Delegates will vote on Article II Bylaws change
 - No July board meeting
9. Chalice Extinguishing - Rev. Shari Halliday-Quan
10. Adjourn. With no objection, meeting adjourned at 7:50 pm