



First Unitarian Church of Rochester
Board of Trustees Meeting
Monday, November 11, 2024
6:30 pm
Location: Gallery

Attendance: Keith Abel, Lynette Blake, Emily Clasper, Erin Collier, Lynn Kinsman, Craig Lending, Ernesto Michelucci, Carl Olsen, David Pinto, Mariane Randall, Cathy Reda-Cheplowitz, Elise Wall, Rev. Shari Halliday-Quan

Absent:

Guests: Florence Jessup

1. Establish a Quorum and Call Meeting to Order at 6:34pm — Lynn Kinsman
Timekeeper: Cathy Reda-Cheplowitz
2. Chalice lighting and opening reading – Elise Wall
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:
 - [October 14, 2024 Board of Trustees Meeting Minutes](#)

Consent Agenda passed by Unanimous vote

4. Treasurer's Report (Q1 full report) - Craig Lending and Florence Jessup
 - September Report
 - Income
 - **Compared with Prior Year (PY), overall month's Income Categories are ahead with both its monthly results and Year-to-date (YTD) time progression.**
 - Pledge Income Monthly Giving was 14.84% of Full Year Budget (FYB), while YTD was 46.98%. This result was \$67.24k more than Prior Year month and \$33.5k more PY YTD.
 - Other Ops Generated Income Monthly result was 13.21% of FYB, while YTD was 22.70%. This result was (\$757) less than PY month's result, but (\$1.4k) less than PY YTD.
 - Transferred from Restricted is more than September prior YTD by \$2.5k.
 - Expenses
 - **Full year Expenses are lower than period progression, i.e. 21.71%. YTD Expense total is \$266.5k (vs. PY YTD \$255.2k), i.e. increase in spending by (\$11.3k).**
 - Net Income

- The month's Net Income (NI) was \$58.48k vs. PY (\$3.3k), while YTD NI total was \$221.05k vs. PY YTD \$187.75k, i.e. a gain of \$33.31k.
- Balance Sheet
 - The month's YTD Balance Sheet Financial Assets values has increased \$663.1k. This is primarily due to market gains to the income endowment fund.
 - 1Q Reconciliation: Income Endowment (IE) has grown due to Market Performance by \$526.57k.
 - 1Q Reconciliation: Common Fund (CF) value grown by \$46.81k.
- Board Restricted Funds
 - Performance Net = **\$570,908.78**
 - a. Income Endowment Fund – **\$587,422.66** (increase due to 1Q Reconciliation)
 - b. Operating Cash Reserve – **\$0.00**
 - c. Property Maintenance and Improvement Fund – **(\$16,513.88)**
- Donor Restricted Funds
 - Performance Net = **\$47,435.85**
 - Common Fund - - 1Q Market Gains Fund Allocation: Gilbert Spirit – **\$17,101.52**; Scholarship – **\$3,691.35**; Stewart Building Usage Support – **\$7,703.08**; P&J Wenger – **\$6,162.16**; Schell Crescendo – **\$1,036.34**; Social Investment – **\$11,441.40**
 - Greater Good - **\$300.00** (from early contributions)
 - Plate for Wider Community
 - a. Receipts **\$2,577.06**
 - b. Disbursement **\$2,577.06**

5. Minister's Report

- Stewardship campaign Fall wave update (Florence Jessup)
 - Decisions taken on a few years ago:
 - Face to Face conversations incorporated into the stewardship process, attempt to reach 1/3 of congregation every year
 - Split the campaign into two waves to spread out the work
 - This year, it will go back to a single Stewardship campaign starting in February
 - The Fall campaign met its goals and is on track to exceed the overall goal
- Personnel Update
 - Amanda Graff has been hired as the permanent Director of Religious Education with a small salary adjustment.
 - A new Admin Assistant will begin on Monday the 18th. This position will report to the Office Manager. This is a 25 hour per week position.
 - The communications position is still vacant.
- Brief discussion of political discourse and statements that can be made while representing the Church

- Health insurance
 - Despite making very conservative projections last year, we will be over budget on staff Health Insurance by approximately \$14K.
 - Florence is looking at other options for the future, but predictions are difficult to make right now. It is likely that this will continue to be a rising cost.
6. Policy Governance Committee Report
- [Charter for Landscape Fund](#)

Motion: To approve the Charter for the new Landscape Fund.
Moved: Craig Lending **Seconded:** Emily Clasper
Motion Approved.
 - [Social Justice Grants Panel proposal](#)

Motion: To approve the recommendation of the Policy Governance Committee regarding convening a Grants Panel.
Moved: David Pinto **Seconded:** Lynette Blake
Motion Approved.
 - Discussion of Board strategies for gathering congregational feedback on potential changes to the Bylaws and associated Gifts Policy regarding the assignment of funds to the Income Endowment Fund.
 - Main talking points
 - Key congregants to consult
 - Looking for suggestions and identifying areas for consideration
 - Board asked to give feedback regarding talking points and suggestions for conducting conversations
 - Policy Governance team will determine next steps and ask for volunteers from the Board to help with this feedback-gathering process
7. Personnel committee report
- Staff appreciation event between Solstice services Sat. Dec.21
 - Sign-up for food will be sent around
 - Gift to staff is being organized
 - Update on minister evaluation process
 - The committee is working with Rev. Shari to develop a job description and goals
8. Generative discussion - What would be NOT OK to risk in pursuit of Social Justice in this congregation?
- Discussion related back to the Limitation Policy

- This conversation is a leadup to the upcoming Congregational Meeting about the vision for our Social Justice work
- Participation vs. Impact conversation from last time
- Conversations over the past week have illustrated the need for a shared vision in our Social Justice work and some clear limits to the actions we take.
- What are the boundaries for our Social Justice work?
- The Policy Governance Committee will look at the Limitations Policy for potential updates
- The Linkages Committee will meet to develop questions regarding this issue for the congregational meeting

9. Other Business

- Setting date for June congregational meeting, with Sabbatical Minister attending
 - Sunday, June 8th proposed to accommodate Sabbatical Minister
 - May 18th is the first Sunday with one service

Motion: To approve Sunday, June 8th, 2025 as the date for the annual Congregational Meeting.

Moved: Lynn Kinsman

Seconded: David Pinto

Motion Approved.

- Annual review of covenant with spouse of lead minister
 - The Personnel Committee will review the covenant

10. Announcements and Reminders

- Issue #2 of Board Planks will be coming out this week
- Connections event Nov. 17 hosted by the Linkage Committee about simplified Ends language
- December 7th - New Member Signing in the afternoon
- Next Board meeting: Dec. 9
- Congregational meeting and lunch: Dec. 15 - need trustees to be table facilitators, help with setup and lunch. A sign-up will come around soon. Other volunteers will be sought by the Linkages Committee.

11. Action Register - Board members reviewed the in-progress tasks and upcoming deliverables

12. Check out - How did the meeting go for you?

- Good discussion, sticking to topics. good meeting despite hard conversations. Our Ends are visible. In-person is more robust. Energizing. Grateful for honesty and support.

13. Adjourn. With no objection, the meeting adjourned at 9:00 pm

14. Chalice Extinguishing (Rev. Shari)