

First Unitarian Society Board of Trustees Minutes

Date and Time: November 14, 2018 6:30 – 8:30 pm

Location: Gabler Living Room

Attendees:

Trustees:

- Joe Kremer, President (Governance Committee)
- Terri Pepper, President-Elect
- Megan James, Secretary (Personnel Committee)
- Dorit Bergen
- Mike Lienau
- John McGevna
- March Schweitzer (Finance Committee)

Youth Advisors:

- Jenna Grade
- Sarah Bennett

Clergy and Staff:

- Doug Wadkins, Interim Minister
- Kelly Crocker, Minister of Congregational Life

Guests:

- Carin Bringelson, Student Minister

Absent:

- Monica Nolan, Executive Director
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Materials:

- Board Agenda
 - November 2018 Staff Updates
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Current Vision of Ministry – We will...

- Increase opportunities for exposure to the rich diversity of human experiences, beliefs, and identities within our FUS community and in the larger world.
 - Build and nurture deeper connections among our members in all our work.
 - Live our UU principles within our larger community.
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Opening Reading

Read by Terri; Excerpt from UU World Article by Trudy Frasier, *What Sustains Your Breath*

Board Minutes from October's Meeting

Minutes Approved

Review of Board Covenant

FUS Policy Manual, Revision Date 05/17/2018; Section 1, Page 5, subsection 1b, paragraph 4

- Be open, honest and respectful. We will do this by:
 - Truly listening to one another,
 - Considering ideas not our own,
 - Being tolerant of other ideas so we all feel free to contribute,
 - Admitting our own mistakes,
 - Granting ourselves permission to state the obvious and ask questions whose answers might be apparent to others,
 - Bringing disagreements or concerns directly to the people involved so that we can maintain a healthy working environment.

Next Review in January

Committee Updates

- Nominations Committee
 - No Update
- Governance Committee
 - No Update, Meeting was rescheduled
- Finance Committee
 - Income is about 1.2% below budget
 - Pledge income is down for the quarter but is in line with the last two year average for the quarter so it should be recoverable
 - Parking rental income is down for the quarter, but it is recoverable as it is committed funding.
 - People are moving from paying annually to monthly, due to FUS increasing parking rates substantially
 - Program income is down \$6,000, but expenses are also down
 - Transfers to the operating budget were down by \$11,000 – but due to timing of the transfer that was after the completion of the quarter
 - Donations and unpledged incomes funds are down by \$15,000
 - The Finance Committee will research as to why
 - Expenses are under budget by \$25,000 in personnel and healthcare
 - It was unclear how much of that will be a deferred expense
 - Programs are \$20,000 under budget
 - Some may be deferred expenses, some if it is actual
 - It is the first quarter and it is hard to predict, but biggest concern is the donations and unpledged income is down
 - Next meeting is in January
- Personnel Committee
 - Next Meeting – Early December
- Sanctuary Task Force
 - No Update

Staff Updates

- Asked staff to go through 18-19 strategic plan and to remember what they put in here for this year, and which ones of the goals have been met and what they are working on, review with their supervisor
 - Staff may realize that this will end up being a multiyear strategic plan
 - Discussion and review of how the strategic plan was made
 - Dan Hotchkiss (UU Congregation Consultant and Minister) would like to review our strategic plan after helping us get it set up a couple years ago
 - His book *Governance and Ministry*, we have the first edition, but he has a new addition with a lot of changes.
 - Kelly will work on getting new copies of the book
- Eight staff attended the MidAmerica Gathering which was held in Evanston, IL on November 8. The day consisted of time in affinity groups (those who share similar positions) and also a program led by Pastor Danny Givens and Rev. Ashley Horan, "Successful Multicultural Staffing in Large UU Congregations." The goal of the program was to help us think about planning for and creating inclusive, multi-racial/multi-ethnic staff teams with productive relationships. It was great timing as it followed on the beginning conversations staff had at the YWCA training as well as using the Characteristics of White Supremacy material Doug recently shared during worship. We have begun debriefing with staff and will continue to do so in the coming months.
- New Members: 5
- Journey Circles: 12 groups with over 100 participants, two more groups in the works
- Pastoral Care: Increase need, Lay Ministers and Carin are assisting
- Art Fair: funds are now going to the operational funds to help offset staff costs to put it together, not strictly RE program funding anymore
- Blue Christmas: December 11th
- Volunteers: Staff has begun conversation around the perennial lack of volunteers issue. We see this as a piece of the overall interim priority of creating a culture of generosity, being generous with our financial resources as well as our time. We will be exploring a more focused set of strategies in terms of empowering and motivating volunteers for all of our various programs in January with our theme of possibility, as we explore what is possible for us here at FUS. We'll be exploring ways to make it easy to volunteer, setting clear expectations, and looking at the spirituality of sharing our time as a pathway to furthering our own spiritual growth and connections as well as a way to give back to the community.
 - Work with groups are welcoming to new volunteers, be patient and helping (training) them, and be open to their ideas so they will continue to volunteer
 - Board needs to make it a point that support staff they are not expected to cover for a shortage of volunteers
 - Who has the responsibility of writing instructions or directions for the various volunteer jobs like coffee and greeter?

Parish Meeting

- Part of what should happen in a board meeting is for you to notice when a conversation bubbles up around something at the policy level we find a way to capture that so that we can begin as an executive team to figure out: is this the time where this needs to be discussed and where/how that would look as a policy
- The open question
 - Using it to identify big cultural shifts to start working on and not so much the technical fixes

- During the interim ministry, to encourage the congregation to practice having meaningful conversation that are meant to help them carry internally why this congregation exists, why it's important, and why it's important out in the world
- Continue to do the work of understanding and how does that fit into the mission of the conversation
- Outcome
 - A lot of good conversation on the internal component, what sorts of things create a sense of sanctuary
 - A place where they can gain perspective
 - A place that when they feel overwhelmed they can get clarity and calmness
 - A place where they can connect and challenged
 - Growing edge for the congregation is to really push how often the theme of overly comfortable need to be with only like-minded people
 - Look for ways on how to address that the congregation, a place where we don't have to work hard at being ourselves being in a place where we feel comfortable talking about things.
 - Part of the sense of sanctuary has to do with this building both old and new
 - Moving sanctuary out in the world – Questioned who's job is that? The clergy or lay leaders? There was diversity within the groups opinions
 - Needs to be a continuing conversation around this
 - To whom would you reach out and what sorts of external programming that has that sanctuary programming that would interest
 - Conversation about partnerships outside of the congregation
 - Partnership meant to change our view of the world and therefore ourselves

YWCA Training Review

- Overall, well received and would like to see a continuation
- It seemed to understand how deep and complex it is for us on a deeper level
- It was a good starting point and that we could have a follow-up meeting internally
- Next steps – they give us a tool kit on how to move forward
- Impressed with the sophistication of the trainers – using current verbiage
- First next step is setting up a change committee of 8 people
 - Maybe use the same processes of setting up minister search team
- How is this major cultural change going affect us on top of all the other changes we have going on?
 - Doug: does not feel that it will distract, but will ground us and help us find the right minister
 - We have limited time to set up the team and we may have duplicate nominations with the change team limiting their time and may require shifting
- Kelly or Doug will communicate to the equity team about feelings of the training

Policy Governance

- Dan offered to come do something on site to help
- We should we set up our governance training for the board
- In the future, maybe look at having a governance member sit in on board meetings to be there to say if that is a board thing or should go to this other person/group

- Next Steps:
 - Have a guide of what current documents around policy and governance to read
 - Current Approved Policy in Dropbox
 - Steps to get to the folder
 - Bylaws
 - Policies
 - HR Manual
 - Organizational Chart
 - Any strategic plan and vision of ministry

Interim Processes Discussion

Closing Reading

Read by Terri; Excerpt from – Jay Abernathy, Jr *Love Is Our Greatest Purpose*