

## First Unitarian Society Board of Trustees Meeting – February 27, 2013

Present: Mike Iles, Mary Ann Lundquist, Madalyn Cioci, Scott Eller, Jim Leighton, Polly Peterson, Rev Pam Allen-Thompson, Bill Karns, Diggitt McLaughlin, (UTS students) Karen Van Fossan, Laura Thompson, Betsy Lang, Absent: JD Rickard, Martha Hardesty, Bruce Nelson, Heather Morse

**Announcements/ Appreciations:** Mary Ann appreciated the efforts of the sound crew and the Alliance at a memorial service where everything went off without a hitch.

**January Minute:** Polly will fix the spelling of Allison's name before the minutes are published. The minutes were moved, seconded and adopted.

**January financials:** There is nothing particularly new. Revenue variance is about as predicted: Revenue is \$13,113 below budget, but because of lower expenses actuals are behind only \$151. FUS will have some less expense because Laney left at the end of February and Wendy only started as Membership Coordinator last Sunday (Feb 24). MaryAnn has circulated budgeting letters to the committees. The board needs to get people planning for next year's budget and get in the necessary meetings so that it can approve a budget at the April board meeting. The Finance Committee hopes that the Personnel committee will have worked out inconsistencies in the benefits packages for staff that will have an impact on budget. The board will need to approve any such changes.

Jim wondered what the: Church Walk budget line was for. MaryAnn said that it was setup by Kendyl and the funds do not belong to FUS, but to the original group. Mary Ann will go back to her notes to see who should be contacted.

### Minister's Report:

- 1) The district executive director has called to ask about FUS's Fair Share to Prairie Star. I do not remember if there was an action out of this point. PJP
- 2) Allison made a chart of vacation and sick leave use for Dec and Jan in response to our request to be sure that it is documented. The board will get the information about FT staff use later.
- 3) Wendy is sliding into her position and seems happy despite the usual tech glitches.
- 4) The week after Candidate Week April 15-19, Rev Pam will be attending her next level of interim training so will not be at FUS.
- 5) She has done interviews for midpoint self assessments from staff and responded to what they wrote. It has been helpful for her and most staff are happy with the process. Most people are happy with their job although less happy with their pay. Pam would like to use the personnel committee effectively to help discern what FUS needs from staff (The board should consider defining the mission of the personnel committee)
- 6) Rev Pam would like to have 2-3 people work with her on the info gathered from the staff and get it organized before it is presented to the personnel – 2-3 meetings by mid-march. (3 weeks). Scott, Jim and Madalyn will do it.
- 7) The board held a general discussion about boundaries and how to deal with people who come to FUS who have problems with them.

### Search Committee – Bill Karns

The committee is down to top two candidates. They will be making an offer on March 21. Then the Negotiating team will finalize the terms of the contract as soon as possible since candidating week is only 17 days away. They need to

send out an official notice of the Apr 14 congregational meeting . It needs to go out between March 15 and 31. The board agreed that the mailing will need to be ready to go out the morning after the March Board meeting.

The search committee would like the board to create a task force to take on the scheduling of candidating week so that everyone can meet the minister that week. This could be at FUS and at people's houses. The UUA expects us to invite the family to travel with the candidate and he or she will decide if they are going to bring family or not.

Search Budget – they have spent about \$5000 of the \$10,000 authorized for the search and expect to spend another \$1800 or so.

Bill was concerned about budgeting happening during Candidating Week. Mary Ann says we will fix it later in the meeting.

The board really appreciates the work of the Search Committee.

### **Communications Committee – Diggitt**

She thinks that they will need to have phone conversations since the committee is having some problems getting together. They will have a bigger report including some info about what who they envision the permanent members of the communications committee should be.

**Governance Committee** – Madalyn got only two people who responded to the invitation: Marcia Carlson and Bob Aderhold. Will would also be very enthusiastic about participating in the team as a staff person. Polly moved, Scott seconded and the board passed a slate of Madalyn Cioci, JD Rickard, Marcia Carlson, Bob Aderhold and Will Hageman to create the Governance Task Force. The motion passed with one abstention from Jim.

**Policies:** three policies have been drafted out of the Audit report. Bruce and Mike waited to see what should be done in the light of the new policy task force. The board felt that these three should be moved forward and then see where they fit in the new order.

Rev Pam reminded the board that the Unity Consulting group could help with this process.

**Awards** – The board discussed possible candidates for the Hand-on Humanism, Unsung UU and Dultgen Awards. I did not write down any tasks to come out of this discussion. Were there any?

**Stewardship** – The Stewardship Committee is going to have a stewardship campaign in March. The theme is “Setting the Table”, Getting our Financial House in Order” for the new minister. It is a really good committee: Chris, Katrina, Roger, Scott, Beth is doing chair level work. We have to do it. We have to be more direct than even last year. The letter will ask members specifically to increase their pledges. The goal is to raise \$50,000 in new pledges. They need the board's support. Madalyn suggests that the board give them our strategic direction in order to inspire them. Mike suggests that after the campaign, the board meet with the stewardship committee to discuss members who have not increased their pledges recently and if the board should do anything to encourage them .

**Service Auction** – Mike will send the proposals out for an email vote.

**Prairie Star District** – The board moved, seconded and passed a motion to authorize Polly as a delegate to the PSD Annual Meeting. Polly will let Madalyn know what the timelines are to see if there are any other people interested in attending as an FUS delegate.

**Budget Committee** – Bruce, Mike, Scott, Mary Ann and Christie. Mary Ann has revised the letter and sent it out to the committee for comment. The dates need to be tweaked because of the candidating week events. The schedule is tight, so needs to be started very quickly.

**Task List Review –**

Polly has not sent board minutes to Morgan.

Mike and Bruce looked into the nonprofit donations that have happened at FUS and were not concerned that they did not meet good financial standards.

Mary Ann says that the Alliance has some money and wonders if there is a worthwhile project to spend it on and possibly would spend it for the Dietrich Room wall project. The Foundation is also interested in helping out.

Member Concerns – Madalyn feels like concerns are fewer and she is getting a lot of positive feedback from members.

We discussed possible ways to celebrate Rev Pam's service to FUS. Madalyn will work it out.

**Looking Ahead to the March Meeting:** New minister contract, Prelim budget

**Confluence Topics:** Candidating week, congregational vote, governance task force, website, stewardship campaign, liberal parenting sessions, board matching challenge.

Jim will email people who have not paid for staff gifts.

The meeting adjourned at 9:00pm.

Reports (on file): January minutes and financials, Minister's report