

# **First Unitarian Society of Minneapolis**

## **Board of Trustees Meeting Minutes**

February 24, 2016

### **I. Call to order**

Mike Illes called to order the regular meeting of the First Unitarian Society of Minneapolis Board of Trustees at 6:27 p.m. on February 24, 2016 in the Dietrich Room.

### **II. Roll call**

The following were present: Mike Illes (chair), Scott Eller (vice chair), Allan Callander (treasurer), Sue Tincher (secretary), Holly Anderson, Phil Duran, Scott Eller, Katrina Lassegard, Joyce Riedesel, Rev. David Breeden, Assistant Minister Jim Foti, United Theological Seminary students Lisa Myers and Jack Gaede, and Capital Campaign Chair Greg Giles.

### **III. Announcements/Appreciations**

Two recent events went well: the congregational vote on the capital campaign; and the February board forum. Sue Tincher was appreciated for making the Board Communications Committee presentation during the Board Forum. The ministerial team was appreciated for being tremendous presenters and for working well together. The Capital Campaign Communications Committee was appreciated for calling many members about the vote.

### **IV. Consent agenda**

Phil Duran moved to approve the consent agenda, and Allan Callander seconded. The motion passed to approve the consent agenda, including:

- Minutes of the January Board of Trustees meeting
- Recognition of new FUS member: Rhea Fosco
- Appointment of Barb Lutz to Governance Committee

### **V. Reports and Discussion**

**a) Capital Campaign Report:** Capital Campaign chair Greg Giles reported that the hard work of the Capital Campaign Committee has paid off and the congregation is excited about the capital campaign. We have over \$750,000 in pledged support already. The fundraising team's goal is \$2.25 million dollars, with a five-year pledge period. The steering committee has moved from a conceptual to a schematic design phase. The Capital Campaign Communications Committee is collecting emails about thoughts, feelings and ideas about the project. Fundraising will now ramp up quickly. Board members are expected to make generous

pledges—we will be contacted by the Fundraising Committee. Greg is planning to make a flow-chart about the how the decision-making process will work. The process will include bringing the recommendations of the Steering Committee to the Board of Trustees for final approval. Allan said that the architect is preparing an addendum to his contract with a payment schedule, which will be addressed at the next board meeting.

- b) Treasurer's Report/January Financials:** Treasurer Allan Callander reported that January revenue was \$32,700, or \$22,800 unfavorable to budget, and expenses were \$68,400, or \$14,100 unfavorable to budget. Total revenue YTD is behind budget by \$42,000. Now the projected year-end shortfall is \$25,000 to \$40,000. Some cost-saving options that the Finance Committee considered include: totally freezing discretionary spending; reducing staff; covering the shortfall from one or more sources, such as board reserves; covering more of Tim's salary with capital campaign funds; additional reductions of designated funds; appealing to selected members for assistance. After discussion, the board is holding on taking any of these actions for now. We will lower the target for total income for budget planning next year. In other business, we have a donor who has a private business who is donating \$250,000 of stock to the capital campaign. Phil made a motion that it is the sense of the board that the Board chair already has authority conferred by the bylaws to sign the subject documents. Scott Eller seconded. The motion passed.
- c) Ministerial Team Report:** Rev. David Breeden reported that today we have had the death of another pillar of the community, Shirley Maxwell. He thanked the staff for stepping up to help as he has been recovering from back surgery. David said that we will have to make a plan to replace Dave Leussler with a paid position when he ceases doing mini-meals during Sunday Social Hour. David has requested that staff keep their budgets flat for next year. The Religious Education (RE) Committee will be getting an RE survey out soon to ask what people want from a new DRE. The ministerial team is thinking about the Director of Congregational Life position, and how to fill the void when Wendy Reynolds leaves.
- d) Discernment Exercise:** We thought about the scope and authority of the different constituencies around the congregation in regards to building improvements decisions. The feeling was that we need to strike a balance between minimizing delays, but still maintaining checks and balances with more than one committee looking over things. There will be times when snap decisions will be made, and we need a plan about how that will work. Phil moved that the board requests that the Capital Campaign Steering Committee in consultation with the Aesthetics Team, the Building and Grounds Committee, and staff, bring to the Board by our

April meeting a recommendation on their respective decision-making and advisory roles regarding building improvements. Katrina Lassegard seconded. The motion carried.

- e) **Communications Committee:** Katrina shared the press release that will go out to all members from the board about the congregational vote.
- f) **Dietrich Commemoration Committee:** Phil reported that he has been reaching out to various people to work on the project. He will have a more thorough report for the March board meeting.
- g) **Annual Meeting Team/Budget Team:** Joyce Riedesel and Phil volunteered to help Mike with the Budget Team. Scott, Holly Anderson, and Katrina will work on the Annual Meeting Team. The Annual Meeting this year is May 11.

**VI. Board Business**

- a) **Member concerns:** One concern is that since Wendy Reynolds is leaving, whether we will ensure our outreach and welcoming environment is maintained. A member of the Stewardship Committee felt that we should not be bringing in interns when we have a deficit.

**VII. Thinking ahead:**

- a) **Upcoming dates:** Leadership Team Meeting 3/19/16. Committee reports at next month's board meeting. In April, we will approve the program-year budget.

**VIII. Adjournment:** Mike adjourned the meeting at 8:55 p.m.

**IX. Action items:**

- a) Mike will give the discernment exercise notes to the Capital Campaign Committee.
- b) Sue will make arrangements for the Leadership Team meeting.
- c) Phil will prepare a report on Dietrich celebration for next month.

Minutes submitted by: Sue Tincher