

First Unitarian Society of Minneapolis

Board of Trustees Meeting Minutes

March 23, 2016

I. Call to order

Mike Illes called to order the regular meeting of the First Unitarian Society of Minneapolis Board of Trustees at 6:28 p.m. on March 23, 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, and Assistant Minister Jim Foti.

III. Announcements/Appreciations

The following was appreciated:

- the work of Greg Mansfield, Bruce Nelson, and Tim Roehl in cleaning out the storage area at the back of the Upper Assembly Hall
- the work of Jim Stroebel and Richard Underdahl-Peirce in making a complete video audit of everything in the building for insurance purposes
- all the work that went into the Service Auction

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 February Board of Trustees meeting

V. Reports and Discussion

a) Treasurer's Report/February Financials: Treasurer Allan Callander reported that February revenue was \$50,300, or \$25,600 unfavorable to budget, and expenses were \$52,800, or \$1,000 favorable to budget. The reason that our revenue was so far behind budget for this month is because the annual Foundation Endowment grant was slated to come in February, but instead it is coming in March. We now are behind budget by about \$18,000 for the year. This year's budget contains a \$9,500 drawdown on the designated funds, which has not yet occurred. The Finance Committee feels very strongly that this is an important move as we to continue to reduce idle funds. Allan moved that the Board authorize the allocation of 23% of the balances of certain designated funds

(Congregational Life, Art Gallery, Library, Bookstore, Hopp/Hendrickson RE, Social Justice) to make up the \$9,500 that was in the original budget appropriation. Phil seconded the motion. It was amended to be an allocation of 20% plus a \$1,200 contribution from the Board Operating Reserves. The motion passed. It was suggested that the designated funds should be renamed Temporary Restricted funds, since that is a better descriptor, as they should not be viewed as savings accounts. Other items from the Finance Committee meeting: they report that there is a problem with the credit card kiosk in that it keeps timing out; and we are going to use a 5% shrinkage factor on budgeting pledge payments in the future.

- b) Ministerial Team Report:** Rev. David Breeden reported that we have one new member this month, Susan Sulentich. The search committee for a new Director of Religious Education has come together. The FUS email system is not working well right now. Rev. Jim Foti tried to take a week-long study leave, but he didn't succeed in disengaging from congregational affairs. He will try again next month. Jim asked what the standard of accountability around study leaves is. David says he will file papers in Jim's file to indicate the duration and accomplishments of the study leave. It was felt that the same papers should be filed for all study leaves going forward, to be consistent and accountable for all staff members.
- c) Capital Campaign Committee:** Mike gave us a brief update and explained that fundraising is going well and that the Capital Campaign Committee has the latest iteration of the architectural plans.
- d) Dietrich 100 Report:** Phil reported that the team continues to meet. Phil moved that we create an official task force to plan the commemoration of the Dietrich 100th anniversary. Katrina seconded. The motion carried. By July, they will have a roster for the board, a preliminary schedule and a proposed budget.
- e) Annual Meeting:** It was decided to hold the Annual Meeting this year on Wednesday, May 18.
- f) Budget Update:** The budget team will be bringing a plan for next year's budget to next month's board meeting. We need to trim \$20,000 out of the budget. Since Director of Congregational Life Wendy Reynolds is leaving in June, David proposes splitting her duties between Jim Foti and Social Justice Minister Kelli Clement. Jim would increase his hours from 20 to 30 hours a week for 9 months of the year; Kelli would increase her hours from 15 to 20 hours. The youth director position will be cut. We will be raising all base wages to \$15/hour. We will need a paid cooks' coordinator.

VI. Board Business

- a) **WindSource:** Bruce Nelson requested a second collection on April 2 to support FUS's support of the Xcel Energy WindSource program via our electric bill. We decided instead to just have some words around the regular collection about how the money contributed to FUS goes to support things like WindSource and other environmental efforts.

VII. Thinking ahead:

- a) **Upcoming dates:** In April, we will approve the program-year budget. We will have a Board Forum on May 1 or May 8.

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

IX. Action items:

- a) Sue will get the Unsung UU and Hands-On Humanism Awards on the Board calendar.
- b) Mike will get back to Bruce Nelson about WindSource.
- c) The Annual Meeting team will meet to plan the annual meeting.
- d) Sue will get the congregational invitation to the Annual Meeting out in late April.
- e) Allan will send out the communications to the affected committees about the designated funds, sending to the communications committee for wordsmithing first.
- f) David will tape the instructions on the credit card kiosk.
- g) Mike will ask Gene Martinez if May 1 or May 8 will work for the Board Forum.
- h) Everyone should think about potential nominees for the Dueltgen Award—think of longtime members involved with many things.

Minutes submitted by: Sue Tincer