

# First Unitarian Society of Minneapolis

## Board of Trustees Meeting Minutes

April 27, 2016

### I. Call to order

Mike Illes called to order the regular meeting of the First Unitarian Society of Minneapolis Board of Trustees at 6:32 p.m. on April 27, 2016 in the Dietrich Room.

### II. Roll call

The following were present: Mike Illes (chair), Scott Eller (vice chair), Allan Callander (treasurer), Sue Tinchler (secretary), Holly Anderson, Phil Duran, Scott Eller, Joyce Riedesel, Rev. Jim Foti, and Director of Facilities Tim Roehl.

### III. Announcements/Appreciations

The following were appreciated:

- Lois Edwards, for her incredible work on the communications committee of the Capital Campaign, especially the new pew cards.
- Jim Foti was appreciated for the talk he gave on Sunday, and the thoughtful recognition of Prince's passing during the service.

### IV. Consent agenda

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

- minutes of the March Board of Trustees meeting
- New members: Amy Cichanowski, Marc Beitz, Gina Harris, Leigh Miller, Darren Miller, Gordon Paynter, Laura Paynter, Sally St. John, and Adam St. John

### V. Reports and Discussion

- a) Capital Campaign Report:** Phil moved that we approve the Capital Campaign Decision Guidelines document. Allan seconded. The motion passed. The guidelines provide room for many voices to be heard in the decision-making process regarding the building renovation, but shows that the decisions lie with the Capital Campaign Steering Committee and the ministers. The Board of Trustees will have final responsibility for all decisions. Director of Facilities Tim Roehl shared the most recent plans for the building renovation. He showed us the new plan for the Groveland entrance, the new Dietrich room patio, the new elevator, and the new restrooms.

- b) Treasurer's Report/March Financials:** Treasurer Allan Callander reported that March revenue was \$80,303, or \$32,800 favorable to budget, and expenses were \$52,200, or \$5,100 favorable to budget. Pledges were under budget by \$4,900. The Foundation endowment distribution was recorded this month. We received a \$19,000 company matching grant in April—that will appear on next month's budget. We have some new members who are pledging generously. Right now, we are looking at a year-end \$5,000 deficit. Allan proposed the following motion: Resolved, that the Society will transfer XXXXXX Corporation Stock Certificate #409, issued to the First Unitarian Society of Minneapolis for 839 shares of common stock by gift, back to the XXXXXX Corporation, and complete the assignment for redemption of those shares in full. Joyce seconded. The motion passed. This will enable a generous gift to be made to the Capital Campaign from an anonymous donor.
- c) Ministerial Team Report:** Rev. Jim Foti reported that programming on days other than Sundays has had very inconsistent attendance. The ministers think that there is potential for Saturday or breakfast meetings. Acting Director of Religious Education Terrie Coats' contract expires August 15. The RE Search committee has commenced the search for someone to fill that role, with Terrie being a candidate for the permanent position.
- d) Annual Meeting:** The Annual Meeting will occur on May 18. The Board Budget Forum will occur May 8. It was decided to add Sue Tincer as up for re-election this year, to even out the election cycle of trustees, which got off-kilter at some point in the past. We determined that the slate of Foundation nominees would be voted upon at the Annual Meeting, as it was last year. The winners of the Dueltgen Award were approved.
- e) Leadership Positions:** Phil Duran is the presumed board chair next year. He gave a quick overview of his leadership style—he expects to run no-nonsense board meetings very focused on getting to decisions.

## VI. Board Business

**a) Budget Approval:** Allan shared the proposed budget. The budget is based on total income of \$665,580, with \$455,000 coming from pledges. Total expenses for the year are anticipated to be \$665,253. Half of Tim Roehl's salary will be provided by the Capital Campaign. We will have drawdowns of designated funds again next year. We will bring everyone's wages up to a minimum of \$15 per hour. We would like to have a kitchen coordinator, to take over the mini-meals, but there is no money in the budget for it; so, it was suggested that we ask the Foundation to fund that position, which will cost \$7,200. There was a discussion about how much non-school building rental income we can expect next year. It is possible that it would go up next year, if the renovations are done. Or it is possible that it would go down, if the building's construction work causes too much disruption. It was suggested that the non-school building rental number should be reduced to the same figure as this year, which looks like it will be about \$25,000 at year's end. In order to reach a balanced budget, the Board agreed to include an additional transfer from Board Building Reserves of \$11,000, which can be decreased if building rentals exceed the downward modified target of \$25,000. Joyce moved that we pass the budget as amended. Phil seconded. The motion passed.

VII. Thinking ahead:

- a) Upcoming dates: The Board Budget Forum will be held on May 8; the Annual Meeting will be on May 18.

VIII. Adjournment: Mike adjourned the meeting at 9:50 p.m.

IX. Action items:

- a) Joyce will be in charge of the Quorum Count at the Annual Meeting.
- b) Mike will get flowers for the Annual Meeting.
- c) Scott will get the Dueltgen Award updated at the bowling award store.
- d) Everyone should try to be at the Board Forum on May 8.
- e) Scott and Holly will finalize the Annual Meeting agenda.
- f) David will ask the Foundation if they will fund the kitchen coordinator position.

Minutes submitted by: Sue Tincher