

First Unitarian Society of Minneapolis Board of Trustees

Meeting Minutes

June 25, 2014

I. Call to order

Mike Illes called to order the regular meeting of the First Unitarian Society of Minneapolis Board of Trustees at 6:33 p.m. on June 25, 2014 in the Dietrich Room.

II. Roll call

The following persons were present: Scott Eller, Martha Hardesty, Mike Illes, JD Rickard, Joyce Riedesel, Sue Tincher and Kate Goodrich, new FUS office manager.

III. Consent agenda

The motion passed to approve the consent agenda, including:

- Minutes of the 5/22/14 Board of Trustees meeting.
- Membership of the following new members: Matthew Crockett, Kurt Ferdinand, Michael Kaslow, Terry Varty, Matthew Jolly, Jennifer Whittaker, Katharina Locke, Joel Peterson, Lorry Lundborg, David McGovern, Susan McAninch, Cory Teshera-Levy, Ruth Underdahl-Peirce.

IV. Discussion

a) Appreciations for:

- the Seasonal Celebrations Team for a great Summer Solstice event;
- Anita Martinez for stepping in to buy replacement meat for the Solstice hours before the event since the freezer broke; Mike Illes and Cirilo Hernandez for cleaning the spoiled food out of the freezer;
- Rev. David Breeden for re-writing all the staff contracts.

b) New FUS office manager Kate Goodrich introduced herself to the Board, and talked a little about her philosophy regarding her role as office manager. She was welcomed by the Board.

c) Treasurer's Report: Treasurer Allan Callander was not present at the meeting but submitted a written treasurer's report. He noted that we are on course to have a \$10,000 to \$15,000 surplus for the fiscal year. Scott Eller reported that

the Stewardship Team has met and is planning a pledge drive in the fall. There are a number of capital projects that will be prioritized and shared with the congregation as an incentive to increase pledges. Pledge revenue for the month was good, but we are behind on the year.

- d) Minister's Report: Rev. David Breeden is at General Assembly in Providence, Rhode Island this week, but he submitted a written report. There was a discussion of pastoral care—David has been doing 3 to 5 hours of this per week, mostly around weddings and funerals. He is well-supported by the Caring Circles committee.
- e) Board Retreat: The possibilities for topics of consideration were discussed. There was consensus that we should cover building needs and priorities and strategies and ideas for direction for the way forward.
- f) HR Review/Update: Mike found a consultant, Pat Langen, who will submit a proposal to us for reviewing our HR policies and documents. He has done this type of work for other churches, including Central Lutheran. He has met with both Mike and David with positive feedback from both.
- g) Board meeting schedule finalized: The tentative board schedule was approved. Sue will convey the schedule to the office.
- h) Facilities recommendation: Barb Lutz, Allan Callander and Bruce Nelson wrote up a proposed policy entitled "Policy – Use of Facilities by Members." There was a discussion about the fact that the entire rental policy needs to be revamped. Martha Hardesty moved that the Board endorse this particular policy. The motion passed.
- i) Tenant update: GAIA Democratic School will be having an open house at FUS on Friday, July 25. They will pay \$4,100 per month rent starting in September. Child Garden will be moving out starting on Friday, August 22. The following week will be hectic as the Child Garden move progresses.
- j) Foundation Request: The Foundation would like the FUS Board to provide one to three projects that the unrestricted fund can be used for. Ideas included a positioning campaign for the new logo or a new network wiring infrastructure. JD Rickard mentioned that a contractor has submitted a quote that looked very good for doing the network wiring infrastructure for \$30,000. He will be getting one more quote in order to ensure we get a competitive rate. The Board agreed that this would be a worthy use of the Foundation's unrestricted fund at this time, and that Sue Tincher should suggest the idea to Foundation President Sam Murphy.

- k) Task item review: Most of last month's task items were completed.
- l) Training of new board members: We need to get our main documents to the new board members and have a short orientation with them. Madalyn Ciocci has initiated this process.

V. New business

- a) Determination of use for budget surplus: Scott brought up that we need only consider the estimated year-end surplus of \$12,000, not the \$33,000 in GAIA rental revenue for next year. Madalyn moved that of the expected year-end surplus, \$5,000 go to a bonus for Rev. David Breeden; \$3,000 be put in Line 39, to be renamed Office Furniture and Equipment; and the remainder be put in board operating reserves to help us get back up to the desired 10% of the budget.
- b) Member concerns:
 - It was expressed that evening events need better monitoring because sometimes people come in who are not here to participate.
 - Barb Lutz prepared an email to the Board describing her desire for an overhaul in facility policy. The Board recommends that Barb Lutz, Bruce Nelson, Allan Callander, Joyce Riedesel and Kate Goodrich form a Facilities Joint Task Force to review existing policy and come up with recommendations to the Board to be shared at the Board meeting on August 27. We recognize that task force as working between the Board and the minister.
- c) Appointment of Board Committees: The Governance Committee will consist of Mike Illes, Madalyn Cioci, and JD Rickard. The Stewardship and Finance/Budget Committees will be taken on as committees of the Board, to consist of the same members as they currently have. The Board will discuss the charge to these committees at next month's Board meeting.
- d) Discussion of minimum pledge: will happen at the July meeting. We will invite Director of Congregational Life Wendy Reynolds to attend and express her opinion on the matter.
- e) Discussion of the fact that the Leadership meeting did not occur in May as usual. We will alert David to be aware of calendaring issues due to that oversight.

- f) Upcoming Board Retreat: Mike will send out an agenda for the Board Retreat, happening at Martha Hardesty's house (2200 Draper Avenue, Roseville MN 55113) on Sunday, August 3 from 2:00 - 6:00pm.

VI. Task list

- a) Madalyn will review the aspirations from the "letters to the future," written at various congregational governance sessions, to help guide the board retreat.
- b) Sue will send the Board Meeting schedule to the office.
- c) Madalyn will convey the Use of Facilities by Members Policy to David. (e-mailed to David and Kate on 7/6/14)
- d) Allan will provide a Child Garden move-out update to the Board, so that the Board can communicate this to the Congregation.
- e) Sue will tell Sam Murphy that we would be interested in asking the Foundation to fund a new network wiring infrastructure.
- f) Allan will work with Allison to implement the year-end surplus plans. Sue will email Allan with the details of the Board decision.

VII. Adjournment

Mike Illes adjourned the meeting at 10:03 p.m.

Minutes submitted by: Sue Tincher