

# ***First Unitarian Society of Minneapolis Board of Trustees***

## ***Meeting Minutes***

October 22, 2014

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

Mike Illes called to order the regular meeting of the First Unitarian Society of Minneapolis Board of Trustees at 6:34 p.m. on October 22, 2014 in the Dietrich Room.

### **II. Roll call**

The following persons were present: Allan Callander, Madalyn Cioci, Scott Eller, Martha Hardesty, Chair Mike Illes, JD Rickard, Joyce Riedesel, Nick Rowse, Sue Tincher, Rev. David Breeden, and Assistant Minister Jim Foti.

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

Martha Hardesty was appreciated for supplying the meeting's surprise dinner and homemade carrot cake for Mike's birthday. Martha and Media Coordinator Kevin Jagoe were appreciated for how good the order of service looks—both in content and formatting. The Sunday morning talks, with October's theme of fear, were appreciated.

### **IV. Consent agenda**

Madalyn moved to approve the consent agenda, and Martha seconded. The motion passed to approve the consent agenda, including:

- Minutes of the 9/24/14 Board of Trustees meeting.
- Recognition of new FUS members Frances Bressman-Egan, Pali and Peter Gall, Stacey Grenier, Kraig and Shannon Karasti, Daria Paul Dona, Sandy Sample, Jill Sigfried.

### **V. Discussion**

**a) Treasurer's Report:** Treasurer Allan Callander reported that pledge revenue in September was below budget again. September revenue was \$45,100 and expenses were \$59,800. Our annual budget is \$450,000—right now we are falling short of budget. Expenses were high in September—there was \$6,000 of unanticipated work on the boiler by Gilbert Mechanical. Allan recommends getting rid of the old Ricoh duplicator, leased for \$2,500 per year.

**b) Minister's Report:** Minister David Breeden said that he will offer a summary of monthly staff reports during the Board meeting. He reported that we now have a Wikipedia entry for FUS that he and Kevin Jagoe wrote. He said the photos on the FUS website are several years old—he has recruited member Terrell Brown to

take new pictures. Religious Education has over 100 registered kids—RE Director Melanie Willett’s goal is 150. Social Justice Coordinator Shannon Williams reports that the Social Justice Team had a great event at the Farmers’ Market on Sunday, in which more than 20 volunteers collected produce that would otherwise have been thrown out, and donated it to food shelves.

- c) **Assistant Minister’s Report:** Assistant Minister Jim Foti will not be talking about pastoral care this Sunday after all, because it didn’t fit with the theme. Chalice Circles are smaller this fall, but going well—the participants are very committed.
- d) **David and Jim’s Ministerial Advisory Team:** Jim proposed that we have a joint Committee on Shared Ministry for both ministers. There are currently four people on David’s Ministerial Advisory Committee. They will add two more—one chosen by Jim, one by the board. The shared arrangement will need to be clearly communicated to Governance so that Governance understands who is evaluating whom. We will get a request out by next week for people to apply for this team. They should be prepared for a lot of paperwork, and we seek at least one member under the age of 50.
- e) **Leadership Meeting WrapUp:** The Leadership Meeting on October 4—of committee chairs, staff, board and ministers—was well-attended and well-received. We will do another in February or March. Henceforth, these meetings will be held twice a year, once in around February and once in late August.
- f) **CheckIn on Board/Congregational Discussions:** The last of the three fall board/congregational discussions was held on Sunday. They were deemed a successful starting point in sharing the board’s vision and desire for a capital campaign. It was felt that we should distribute a report of the discussion, so that more than just the 25 or so attendees know about it. We will draft a summary of the discussion and post it on the website. Allan will do this, with help from Madalyn and Mike.
- g) **Stewardship Discussion:** There will be a big stewardship push this Sunday. David will talk about pledging from the pulpit. Pledge forms will be in the orders of service. And there will be a calling campaign on Sunday afternoon in which everyone who has not yet pledged will be contacted. Board members are welcome to join the Stewardship Team in this effort. It was thought that we should reframe the language in the pledge form that currently says “I understand that my pledge is valid for the 2014-2015 fiscal year, and will continue until I notify the FUS office otherwise.” It seems contradictory. Martha sent out thank you notes to the first round of people who increased their pledges. We decided to continue doing

these, with acknowledgement emails sent to people who pledge without an increase.

- h) Capital Campaign Task Force Charge and Process for Getting Members to Join:** The Capital Campaign Task Force will be composed of at least two Board members and three or four at-large members. The goal is for the task force to meet by the first or second week of December, with a plan to present to the congregation at the Annual Meeting. The plan is needed by the April Board meeting for Board approval before the Annual Meeting. If it is too difficult to complete the plan by then, we prefer to move the deadline instead of rushing the task force. The Capital Campaign Task Force will determine priorities, estimate cost and recommend how to raise the money. We need to determine how to select members. It was decided that we will ask some individuals directly, and put out a call for other interested people. We are looking for skills like stewardship, project management, design, and big-picture thinking. Allan will offer a draft of the charge and composition of the task force, which he will email to everyone. Once everyone approves it, Madalyn will write a call for volunteers based on Allan's document. We will review recommended members at the next Board meeting.
- i) Minister Evaluation Results:** The results of the three minister evaluation surveys—to the congregation, board, and staff—are back. David's marks were very high. This is the performance review for David, and it will be a baseline for the future. The next minister evaluation survey will happen before the annual meeting in the spring.
- j) Congregational Awards:** The Unsung UU award will be given on Nov. 16. The Hands-On Humanism Award will be given later, in about January.

## **VI. Board Business**

- a) Building Use Policy Update:** The Building Use Policy Update that the Board approved on August 27 was reviewed by the Governance Task Force. The Governance Task Force felt that parts of the Building Use Policy weren't appropriate for a Board Policy—that they were best handled on the administrative side. Madalyn moved that we move Sections 3, 4, and 5 of the Building Use Policy to administrative policy. The motion carried. We also reconsidered the Adult Supervision section (old Section 8, new Section 5). It was thought that this needs some adjustment, but further discussion is necessary. In next month's board meeting, we will address the Adult Supervision section, with input from staff.

**b) Member Concerns:** The pop machine has been empty recently—staff is working on this. It was overheard by a member that the senior minister should have been preaching earlier in the program year.

**VII. Adjournment**

Mike Illes adjourned the meeting at 9:35 p.m.

**VIII. Task list**

- a) Put out call for applicants for the shared ministerial advisory team by next week—who?
- b) Write report on board/congregational meetings and submit to web team—Allan, with help from Madalyn and Mike.
- c) Write charge and composition requirements for the Capital Campaign Task Force and email to rest of Board—Allan.
- d) Put out call for Capital Campaign Task Force members—Madalyn.

Minutes submitted by: Sue Tincer