

First Unitarian Society of Ithaca

Board of Trustees Meeting

May 12, 2020

President Andy Turner called the regular monthly meeting of the Board of Trustees (BoT) to order at 6:03 pm on Tuesday, May 12, 2020.

Trustees Present:

Andy Turner (President), Wendy Salomon (Vice President), Matt Hare (Clerk & Scribe), Elton Hall, Diana Nier, Lyn Staack, Jennifer Streid-Mullen (ex-officio; Treasurer), Rev. Margaret Weis (ex-officio; minister), Kim Wilkinson, Angela Zhang,
(all via Zoom due to covid-19)

Trustees Absent:

None. A quorum was present being a majority of the full Board (currently eight members).

FUSIT Members & Guests:

None

Handouts:

Draft 2020-21 budget

Agenda Item # 1: Opening Reading and Minutes Approval

Reverend Margaret lit the chalice and read a selection..

MOTION: Approve the BoT April 14, 2020 meeting minutes shown as "2020-04-14 - BoT_Minutes" in Google Docs "BoT" folder as of the date and time of this meeting.

PASSED unanimously.

Agenda Item # 2: Upcoming Dates

Date	Event	Comments
05/10	New Member Welcome	Sunday Service
05/11,18 6-7:30pm	Spiritual Practices Workshop	Reverend Margaret
Tuesdays 7:30pm	Virtual Art Group	Vivi and Susanne (each Tuesday)

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05/17	Coming of Age	Sunday Service
05/24	Music Sunday	Sarah Thompson guest musician
05/31	Blessing of the animals	Sunday Service
06/07	Flower Communion	Sunday Service
06/14	Bridging Ceremony	Sunday Service
06/17	Annual Meeting, 5 pm	Zoom Meeting ID: 899 4720 0292

Agenda Item # 3: Unsung Heroes for April-May 2019

Andrew Quagliata	Training _____
Stewardship team	Leadership with successful fundraising during the COVID-19 pandemic

(Note: replace red text with this month's unsung heroes.)

Agenda Item # 4: Minister's Report

- Cornell permanently canceled our Sage Chapel Christmas service (communicated at a meeting with Rev. Margaret).
- We need to find an alternative Christmas eve venue, maybe hold the broad announcement until then (so much bad news during the pandemic already).
- Ending Monday e-announcement, email not getting opened by potential users.
- Started planning for sermons from Sanctuary in Fall (no congregants, just small team doing live stream)

Agenda Item # 5: Treasurer Report

- Stepping Stones nursery is still paying us rent (they got their own PPP loan), which helps a lot.
- Our PPP loan allows us to roll forward 48k from this year's budget into next year. Need to use 20k of that to balance next year's budget. This suggests we have a 40k buffer for next year (new technology? Make up for lost rent?)

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- Revenue: 340-345k in pledges. Recycle sale assumed at \$0, but a donor gave a one time grant to replace RS funds (cheers by all).
- Therefore, we can afford the bare bones budget requests from all teams, assuming starting physical services Sept 1, and hiring a Sandy replacement. Given these assumptions the budget is only 2k short. Assumes new DRE salary will be halfway between UUA minimum - midpoint recommendation.
- Note, budget does not include (unknown) costs for reopening in Fall.

Motion: In light of continuing uncertainty about long term finances at FUSIT, the Board of Trustees moves to accept the \$54,500 loan from the federal Payroll Protection Program. The Board authorizes opening a new checking account for the PPP loan at TTC with Jennifer Streid-Mullen, Nathan Fawcett and Jessica English as signatories. Move by Diana, 2nd by Matt, **PASSED** unanimously

- Helen Ann's email inquiry about the PPP needs a response from the board, to follow-up on Rev. Margaret's response. Andy will do it.
- Annual meeting on June 17th, need final budget by 3 June. Need BoT vote on final budget - how? Vote by email given how favorable the budget looks.
- Need to plan congregational conversation to review budget, June 7 after coffee hour. Another one earlier, May 31 (but without final budget). We should record it and post video. Jennifer will write up announcement for posting by Jessica.
- Some staff have inquired about spreading their salary over the summer. There is no precedent for this, and who knows what this Fall will bring with the pandemic. Involves apx \$5000 total. Could start this in Sept with next year's salary instead of starting it now.

Agenda Item # 6: Staffing plan for 2020-21

- Will be paying staff through June 30, reassess come Fall.

Changes:

- Powers (DRE assistant) through summer, not 10 month
- Viviani's hours go down to 6 hrs/week during summer as planned. In Fall need 20 hours? Vivi will be point person for small groups, and is hosting coffee hour. Hard to say what her Fall hours will be, probably full 20.
- It will not be possible to have a Sandy replacement that overlaps with him. We will wait until we know when we are returning to building, then make a plan and

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hire. Building & Grounds people can take over building checks after Sandy retires at end of June.

- Sandy celebration - planning an event to show our appreciation.
- Jennifer (Choir Director) - singing is risky for foreseeable future. Church without singing? Rev. Margaret has been talking with Jennifer about what Choir Director could look like during distance ministry. Possibly shift to asst. Music Director with Stephanie, maybe one week per month?

Trying to be creative and leave space for ideas on how to keep staff engaged in productive ways. Possible new roles:

- Sunday service producer
- Development and Fundraising

Agenda Item # 7: Arthur Woll - Nominating Committee Update

- Still working through candidate ideas that were sent by the BoT
- 2 people in conversations that seem to be leaning toward accepting nomination. Possible conflict with board meeting time.
- Diana Nier: I will remain here another year, so we only need 3 new members.
- If slate of nominees is going to get into the newsletter it would need to be this Thursday (unlikely).

Agenda Item # 8: DRE search update

- Exciting diversity of strong candidates
- 5 initial prelim interviews of short list, not all considered viable.
- We have plan for 2nd round of more intensive interviews
- Questions: process for final negotiation & offer, how should this work? Margaret only? More like calling minister?
- This has not been clear in the past - good to set a good precedent.
- Recommendation: search committee make recommendation to Margaret, then inform the board.

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Agenda Item # 9: Annual Meeting and prep meetings

- Last year was first year without Mark, figured it out as we went. Would be good to have scheduled on-ramp of tasks leading up to it and at the meeting.
- Need to compile annual report (from teams & board reports), announce and deliver it with enough lead time. June 1 deadline to team leaders for annual report.
- How count votes? by Zoom? Or use phone app? Need to research.
- Physical copies need to be requested from office.
- Need to communicate to congregation how things will work
- Maybe a voting practice session? Practice at congregational conversations?

Agenda Item # 10: Evaluations

- Chose not to get into it now and go overtime. Need to prepare annual Board evaluation and be prepared with whatever we need in June meeting to plan retreat.
- Need to plan how to do 3 yr Rev. Margaret evaluation.

Meeting adjourned at 8:04 p.m.

Minutes taken by Matt Hare

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