

First Unitarian Society of Ithaca

Board of Trustees Meeting

March 13, 2018

Agenda Item # 1: Opening Reading, Minute Approval, Etc.

President Laura Free called the regular monthly meeting of the Board of Trustees (BoT) to order at 6:04 pm, March 13, 2018, Tuesday. Laura provided a reading while the chalice was lit.

Trustees Present:

Laura Free (President)	Jennifer Streid-Mullen (Treas.)	Angela Jihong (VP)
Oliver Habicht (Clerk)	Whitney Wiggins	Marie Benedetti
Wendy Salomon	Andy Turner	Scott Grover

Note: A quorum was present being a majority of the full Board (currently nine members).

Trustees Absent: (none)

FUSIT Members & Guests:

Mark Pedersen, Admin	Rich Dolge (Endowment, Chair)
Rev. Margaret Weis, Minister (via Zoom)	Patrick Jordan (Endowment, Treasurer)

Handouts:

1. Memo dated March 13, 2018: TO: All Board Members; FROM: Mark Pedersen; RE: Enclosures.
 - a. Including list of handouts for this meeting.
 - b. Including Pledge Summary for 2016-17, 2017-18, and 2018-19.
 - c. Including Current Member Count
2. Agenda: "*First Unitarian Society of Ithaca: Board of Trustee Meeting Agenda: March. 13, 2018*"
3. *Record of Attendance (Sep 2013 to Mar. 11, 2018)*
4. BoT Meeting Minutes: "*First Unitarian Society of Ithaca: Board of Trustees Meeting: February 12, 2018*"
5. "*Minister's Report - March 2018*"
6. FUSIT Balance Sheet, as of 2/28/2018
7. FUSIT Budget Financials, through 2/28/2018
8. Draft guide, "*Partnership Governance for the First Unitarian Society of Ithaca*"
9. "*Planning for Strategic Planning*" handout

Approval of Minutes

The minutes of the Board meeting conducted on February 12, 2018 were presented.

MOTION: Approve the minutes as presented. **PASSED**

Agenda Item # 2: Upcoming Dates

Date	Event	Comments
Mar. 27, '18	Balcony Meeting	Strategic Planning. Principles of Endowment.
Apr. 10, '18	Regular BoT Meeting	

Agenda Item # 3: Unsung Heroes

Stewardship Team	For their inspirational leading of the Congregation's dancing during Sunday's March 11th Service.
FUSIT staff	For their contributions towards an amazing string of Sunday Services and a successful Service Learning trip to Guatemala.

Agenda Item # 4: Committee of the Board Check-in: Endowment

Laura introduced Rich Dolge, Chair of the BoT Endowment Committee for 6 months and Patrick Jordan, Treasurer of the BoT Endowment Committee for 15- 20 years. Rich and Patrick presented a status on the Endowment, touched on a number of items, and answered questions.

We currently have about \$668,000 in the endowment. Annual report comes out each May. The endowment is managed following FUSIT policies. The other Committee members are Bob Nickerson and John Levine. Strategic level conversation regarding purpose and goals for the endowment, and related methods and opportunities. Legacy Giving is very important and the Endowment Committee produced a brochure 2 years ago to communicate this opportunity for our members. The Endowment Committee expressed an aspiration to reach one million dollars in 3-4 years. This could, for example, support non-operational initiatives such as Scholarships for Service Learning.

AGREED: The Board agreed to give thought to the strategic and philosophical needs and goals related to the endowment, including reviewing not-for-profit recommendations on size considerations.

Agenda Item # 10: Financial Report

Treasurer Jennifer Streid-Mullen reviewed the status of the budget development process and our financials to date. The budget process seems to be working well, with a gap still to bridge even with a larger pledge target. A draft budget is expected for the April Board meeting. A review of our financials to date indicate we are still on budget. Notes include an increase in plate collections and an expectation to be able to hold the line on building repair and related expenses.

Agenda Item # 6: Model for Doing Church Differently

Rev. Margaret reviewed Adult Religious Exploration (RE) and Social Justice-related initiatives, as well as continued work towards an All Church Night (see last month's minutes, Agenda Item #8, for more on this concept) for an anticipated September start.

Working to schedule a joint Board and Staff retreat for the last weekend in August, 2 days, one night (Sat./ Sun., August 25th/ 26th). Perhaps at the Light on the Hill.

DECIDED: The Board affirms the continued development of the model of shared fellowship nights as an exciting and productive opportunity for Ministry Teams, as well as Committees of the Board.

AGREED: The Board, with Rev. Margaret, will schedule a Congregational Conversation regarding the draft budget. And also scheduling a forum to discuss living into our Vision of Ministry and ensuring linkages and clarifications related to roles and responsibilities within the Partnership Governance framework.

Rev. Margaret excused herself from the rest of the meeting, and she logged out.

Agenda Item # 8: Salary Recommendations for Rev. Margaret Weis

Board entered into Executive Session at 7:10pm and came out at 7:45pm. There were no guests invited into the session.

Mark Pedersen returned to the meeting following the Executive Session.

Agenda Item # 5 and 7: Living into Partnership Governance

Reviewed Laura's draft guide, "Partnership Governance for the First Unitarian Society of Ithaca". Audiences for the final version include new members as well as long-time members. Roles, responsibilities, and processes to clarify under this framework, for ourselves and others, include: The role of the Personnel Committee of the Board, ombudsman-like process if staff have a grievance, updating the staff handbook, supervisors manual, Ministry-related policies/ procedures, clarify the hiring process, documentation, for future reference, staff salary, promotion, and related decisions. And a reminder that one of the Board's jobs within this framework is to evaluate the Ministry.

Agenda Item # 9: Gift-giving Policies

AGREED: The Board charges the Finance Committee to update and further develop a Large Gifts, Donations, and Memorial Gifts policy, including a dollar and time cut-offs. Considerations include the Church's potential role in affecting tax implications for the prospective donors.

Agenda Item # 11: Strategic Planning Update

The Board decided that this issue will be taken up at the Board's Balcony Meeting in late March. Meeting to be led by Angela and Rev. Margaret.

Meeting Adjourned at 8:03 pm

Open Action Items

Person	Date	Action
BoT	March 13, '18	The Board agreed to give thought to the strategic and philosophical needs and goals related to the endowment, including reviewing not-for-profit recommendations on size considerations.
BoT	Feb 12, '18	Work with Stewardship Committee: - Bring new members onto the committee. - Address the "large pledge vulnerability" issue.
Each BoT	Jan 9, '18	Develop personal elevator speech describing the value and rewards of Board membership

FUSIT BoT Meeting Summary - March 13, 2018

Agenda Item	Board Action or Outcome
#3. Unsung Heros	<ul style="list-style-type: none">● Stewardship Team for their inspirational leading of the Congregation's dancing during Sunday's Service.● FUSIT staff for their contributions towards an amazing string of Sunday Services and a successful Service Learning trip to Guatemala.
#4. Endowment Committee check-in	<ul style="list-style-type: none">● We currently have about \$668,000 in the endowment, managed following FUSIT policies.● Strategic level conversation regarding purpose and goals for the endowment, and related methods and opportunities.
#8 and 10. Budget preparation check-in and financial review	<ul style="list-style-type: none">● Budget preparations by Ministry Team leaders and others continue, with a draft expected at the April Board meeting.● Congregational Conversations planned to engage and inform everyone before the final recommended budget is presented for membership consideration at the May Annual Meeting.
#6. Model for Doing Church differently	The Board affirms the continued development of the model of shared fellowship nights as an exciting and productive opportunity for Ministry Teams, as well as Committees of the Board.