

First Unitarian Society of Ithaca

Board of Trustees Meeting

April 10, 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, April 10, 2018, Tuesday. Laura provided a reading while the chalice was lit.

Trustees Present:

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

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

Trustees Absent: Angela Jihong (VP)

FUSIT Members & Guests:

Fred Balfour (Scribe)	Rev. Margaret Weis, Minister
Mark Pedersen (Admin)	

Handouts:

1. Memo dated March 10, 2018: TO: All Board Members, Treasurer and Staff;
FROM: Mark (Sr. Congregatio);
RE: Enclosures.
2. Agenda: "*First Unitarian Society of Ithaca: Board of Trustee Meeting Agenda: April. 10, 2018*"
3. *Record of Attendance (Sep 2013 to Mar. 11, 2018)*
4. BoT Meeting Minutes: "*First Unitarian Society of Ithaca: Board of Trustees Meeting: March 13, 2018*"
5. "*Minister's Report - April 2018*"
6. Draft Budget "*18-19 Budget v2*"
7. Budget Explanation "*18-19 FUSIT Budget, VOM Case and Working Case*"
8. FUSIT Balance Sheet "*First Unitarian Society of Ithaca; Balance Sheet Standard; As of March 31, 2018*"

Approval of Minutes

The minutes of the Board meeting conducted on March 13, 2018 were presented.

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

Agenda Item # 2: Upcoming Dates

Date	Event	Comments
Apr. 22, '18	BoT Meeting with Congregation	Review Partnership Governance, Info Session.
Apr. 24, '18	Balcony Meeting	Strategic Plan.
May 8, '18	Regular BoT Meeting	

Agenda Item # 3: Unsung Heroes

Aesthetics Team	For their inspirational work in the sanctuary with colors, fabrics & shape - with no budget.
Spring Cleanup Team	For their contribution to a Saturday morning's work at cleaning, fixing and generally taking care of our building & grounds.

Agenda Item # 4: 2018-2018 Budget

Treasurer Jennifer Streid-Mullen described the work of the Budget Team looking at three cases as shown in the handouts: A) Bare Bones; B) Vision of Ministry (VOM); and C) Wish List. The Team's current draft budget is within 1% of being in balance and the goal is to bring a balanced budget to the BoT meeting May 8, 2018.

The various components called out in the meeting handouts were reviewed and discussed:

- Various escrow revenues that do not continue into the future;
- Annual Sunday morning plate that is trending upward year-on-year;
- Stewardship Team projections for the 2018-19 year-on-year increase in pledges;
- Endowment drawdown revenue: consideration of past drawdown strategy and the need to work with Endowment Team on long term drawdown strategy;
- Recycle sale income which has been steady within 10% year-on-year;
- Salaries considering living wage levels, UUA guidelines and COLA guidelines;
- Planned staff hours per position.

Board consensus was reached that the work of the Budget Team was appropriate and that a "final" budget would be available by the May BoT meeting in time to present to the annual meeting on May 30, 2018.

Agenda Item # 5: Sanctuary Technology Update Project

Rev. Margaret summarized work done to date as detailed in a draft report authored by Jim Skaley. Jim's work outlined a complete wish list including audio/video projection, major lighting modifications and major acoustic upgrades. First pass cost of equipment and materials, not including labor, was \$44,000. Rev. Margaret proposed to the report author that another meeting be held with stakeholders to determine priorities for projects and perhaps wait for the strategic planning process before proceeding with scheduling work. This would help guide additional cost estimates to the next level including expert knowledge input.

The board received this report as information with no action.

Agenda Item # 6: Strategic Planning Update

The board participated in round table discussion to frame and plan for more detailed work anticipated at the April 24, 2018 Balcony Meeting. The board considers that "strategic planning" needs to be framed and presented in such a way as to be easily and transparently understood by the community both to clearly communicate to the community and to encourage input by the community.

Extra Agenda Item: Public Witness Policy Group.

Board members requested a progress report from the temporary Public Witness Policy Committee established by board motion at the January 9, 2018 regular BoT meeting.

Marie & Rev. Margaret provided an overview of the committee work. Committee meetings are continuing. Committee will bring a new procedure for review and approval by the FUSIT membership at an annual meeting. The committee proposal will call for a public issue to, typically, be brought before an annual meeting and will include a schedule and activities that allow for FUSIT community members to have an active role in goal setting for the issue at hand. The committee intends to submit a draft policy to the BoT by April 15, 2018.

Board members observed that, until a Public Witness Policy is formally approved, that FUSIT use the process developed in FY 2017-18 work on the member request for FUSIT to take a position on statewide single payer health insurance. That process was: 1) Infosheet submitted to full membership; 2) community wide information meetings scheduled, and 3) formally consider at an annual meeting.

The board received this report as information with no action.

Meeting Adjourned at 8:01 pm

FUSIT BoT Meeting Summary - April 10, 2018

Agenda Item	Board Action or Outcome
#3. Unsung Heros	<ul style="list-style-type: none"> • Aesthetics Team: For their inspirational work in the sanctuary with colors, fabrics & shapes - with no budget. • Spring Cleanup Team: For their contribution to a Saturday morning's work at cleaning, fixing and generally taking care of our building & grounds.
#4. 2018-19 Budget Review	The Budget Committee draft work presented and deemed to be proceeding appropriately. Committee will have final budget for May '18 BoT meeting in preparation for presenting for approval at May 30, 2018 annual meeting.
#5: Sanctuary Technology Update Project	Board heard summary of wish list for complete technology overhaul and update. First pass cost estimates indicate that 1) further work should be done including expert input and 2) the report broken down to sub-projects with detailed cost plus labor estimates.
#6. Strategic Planning Update	Board discussion continuing work on framing "strategic planning" and developing a plan including community input.
Public Witness Policy Committee report.	The committee reports final draft in preparation to be available by April 15, 2018 for consideration at May 8, 2018 BoT meeting and consideration by full membership at May 30, 2018 annual meeting.