

# First Unitarian Society of Ithaca

Board of Trustees Meeting

June 12, 2018

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## **P Agenda Item # 1: Opening Reading, Minutes Approval from Previous Month**

President Laura Free called the regular monthly meeting of the Board of Trustees (BoT) to order at 6:08 pm, June 12, 2018, Tuesday. Laura provided a reading while Jennifer lit the chalice.

### **Trustees Present:**

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

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

### **Trustees Absent:**

Wendy Salomon		
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### **FUSIT Members & Guests:**

Fred Balfour (Scribe)	Matthew Hare	Mark Pedersen (admin)
Rev. Margaret Weis, Minister		

### **Handouts:** (Available through Congregational Administrator)

#	Item	Formal title
1.	Memo to Board	Date: June 12, 2018 TO: All Board Members, Treasurer & Staff FROM: Mark (Sr. Congregational Administrator)
2.	Board Agenda	"First Unitarian Society of Ithaca; Board of Trustee Meeting Agenda; June 12, 2018"
3.	Attendance History	"Record of Attendance". Starting in 2001: Overall Attendance and Sanctuary Attendance (by Minister)
4.	BoT Minutes from 5/08/2018	"First Unitarian Society of Ithaca; Board of Trustees Meeting; May 8, 2018"
5.	P&L as of 5/31/18	"18-19 Budget v3.0; Final 5.31.18; Actuals 17-18; YTD 18-19"
6.	Balance Sheet Standard as of 5/31/18	"First Unitarian Society of Ithaca; Balance Sheet Standard; As of May 31, 2018"
7.	Public Witness Policy draft	Final draft of Policy Wording and Flowchart was emailed to BoT members.

### **Approval of Minutes**

The minutes of the Board meeting conducted on May 8, 2018 were presented.

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

### **Agenda Item # 2: Upcoming Dates**

<b>Date</b>	<b>Event</b>	<b>Comments</b>
July 10	Next BoT Meeting	
Aug. 24/25	Annual Board Retreat	Venue TBD (May be Aug 25/26 depending on venue)
Aug. 3	All Church Picnic	

### **Agenda Item # 3: Unsung Heroes**

Laura Free	Many years of board leadership
Beth Pallace	Staff service as membership & outreach coordinator
Public Policy Group	Providing work on Public Witness Policy

### **Agenda Item # 4: Public Witness Policy Presentation & Vote**

Marie, as the group facilitator, walked the board through the final draft (see Handout # 7). A number of simple edits were discussed and incorporated.

**MOTION:** Accept the Public Witness Policy statement with edits. **PASSED**

### **Agenda Item # 5: Board Leadership Training – New & Returning Members.**

Jennifer noted that there are two online leadership training courses:

- New board member training (typically taken individually);
- Training for "experienced" board members (typically taken in groups for maximum benefit.)

Rev. Margaret reminded board that there is classroom training for new board members in Syracuse on August 18, 2018.

ExCo to recommend training plan.

## Agenda Item # 6: Financial Update.

Jennifer reported:

- Still some balancing of expenses and income as fiscal year draws to a close, and
- Should end year in balance.

However, projected FY 18-19 is softening and Stewardship seeing potential \$15,000 shortfall.

Proposal:

- Ask Stewardship to push for \$10,000 collections over summer, and
- Board consider freezing some line items at start of FY18-19 (July 1) totaling \$8,000 to \$10,000.

Jennifer and others discussed freezing some or all of funds from following (line numbers on Handout # 5):

Line 62: One-time Projects.	\$1,500
Line 73: Minister's professional Expense	\$8,915
Line 82: Celebration Supplies	\$2,800
Line 85: Communications Equipment.	\$1,000
Line 87: Leadership Development	\$1,000
Line 88: New mission-driven ideas.	\$3,500
Line 129: Professional Development.	\$3,995

**MOTION:** Place on hold all funds from budget lines 62 and 88. Hold \$1,500 from Line 73. Hold \$700 from Line 85. Hold \$1,000 from Line 129. Holds will be released when either pledges hit \$320,000 or sooner at the discretion of treasurer. **PASSED.**

## Agenda Item # 7: Strategic Planning Planning Update, Dream Team, Dreaming Groups, Slogan/Title

Angela discussed and suggested process and dates. Suggested a committee of five people to lay out plan. No further action taken at this time.

## Agenda Item # 8: PG Annual Ministry Evaluation

Draft of items to be evaluated handed out (10 pages). Board divided into two groups, each reviewing five pages. Results to be assimilated into final draft.

**Meeting Adjourned at 8:02 pm**

## FUSIT BoT Meeting Summary – June 12, 2018

Agenda Item	Board Action or Outcome
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## BoT Monthly Meeting Minutes – June 12, 2018

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Public Witness Policy	Final draft passed.
FY18-19 Budget.	Budget passed at annual meeting reviewed, Approximately \$8,000 put on temporary hold until pledge drive completed.
Strategic Plan	Committee of five to develop process & schedule.
Ministry Evaluation	Second draft of evaluation document created.