President Andy Turner called the regular monthly meeting of the Board of Trustees (BoT) to order at 6:39pm on Wednesday, April 14, 2021.

**Trustees Present:** Andy Turner (president), Matt Hare (vice president), Diana Nier (clerk), Kim Wilkinson, Lyn Staack, Jennifer Streid-Mullen (treasurer, ex officio).

**Trustees Absent:** Carsten Hess, Therese O'Connor, Simon Catterall, Rev. Margaret Weis (ex officio)

**FUSIT Members & Guests:** Emily Richards (DRE), Jens Wennberg, Nancy Miller, John Gaines, Hans Fleischmann, Fred Balfour, Marie McRae, Don Barber, Arthur Woll, Rich Andrulis, Beth Howard

**Handouts:**

* [Revised 2021 Vision of Ministry](https://drive.google.com/file/d/1V6FBVUzQ4olk5yMP8UWx0OnouzOeYI_3/view?usp=sharing)

**Agenda Item # 1: Opening Reading and Consent Agenda Approval**

The meeting began late due to a minor issue with access to the FUSIT Zoom account. Round robin checking in.

**CONSENT AGENDA ITEMS:**

* Approve the minutes of the April 7, 2021 Board of Trustees meeting, shown in Google Docs folder as of the date and time of this meeting
* Approve the proposed 2021 Vision of Ministry change
* Add the DRE to EXCO on a temporary basis

**MOTION**: Approve the Consent Agenda Items. Moved by Kim Wilkinson, seconded by Matt Hare. **PASSED.**

**Agenda Item # 2: Congregational Communication Period**

* Jens Wennberg provided an update from Stewardship. As of today, the pledge total is $237,621 from 91 out of 266 households.

**Agenda Item # 3: Minister's Report and Upcoming Dates**

(Newsletter deadline this Thursday, April 15)

**Reverend Margaret's report and email updated the board on:**

* A proposal to use the annual meeting to launch a series of discussions about the 8th principle, with an eye toward holding a vote on whether to adopt the 8th principle at the 2022 annual meeting
* Board consensus is that this is something worth considering, but may better come as an effort from the FUSIT youth and the Anti-Racism Team
* We are in favor of raising the issue as a 2021-22 project at the 2021 annual meeting
* Rev. Margaret has reached out to Rev. Darcey Laine to cover emergency pastoral care this summer, and has a draft contract ready for the Board to review
  + The Board supports the choice of Rev. Darcey Laine in this capacity
* Rev. Margaret has offered the Congregational Administrator position to a candidate and is waiting to hear back from them

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| --- | --- | --- |
| **Date** | **Event** | **Comments** |
| 5/8/21 | Leadership Development Summit | Zoom meeting, 10am-4pm, five workshops led by congregation members; [registration form](https://fusit.breezechms.com/form/721a75) |

**Agenda Item # 4: Nominating Update**

* Nominating has found candidates for three of the five open Board seats for next year: Don Barber, John Gaines, Nancy Miller. The committee is in conversation with some other candidates.
* Arthur has reached the end of his term; Fred and Beth have ended the first year of their terms. Amber Harris has stepped forward to fill one of the three open seats for next year, and the committee is in conversation with some other candidates
* Annual Meeting will be Wednesday, May 26 at 6:00pm. Announcement must go out to the congregation at least two weeks prior to the date.
* Probably best to send a dedicated announcement as well as including information in the weekly announce email
* The Board needs to work out logistics for holding the Annual Meeting via Zoom
* Nominating Committee has noticed that unexpected detail/admin work is mentioned as a significant negative relating to Board service. Mark Pedersen and Oliver Habicht used to handle a lot of this, and Nominating is interested in the possibility of instituting a Board support position to handle those tasks.
* Nominating Committee is also looking into creating a sort of introductory job packet to get new Board members up to speed, as well as working on procedures for building a long-term culture of diverse and sustainable leadership

**Agenda Item # 5: Reopening and Summer Coverage**

* Subset of the Way Forward Team is working on a position plan statement for the congregation, as well as a flowchart of what is necessary to reopen various functions
* Summer Service planning is waiting on the flowchart. Outdoor in-person services should be possible if someone can figure out a location and facilities, but nobody is currently in charge of summer services
* Rev. Margaret's last planned service is Sunday, June 13. People are working to reserve the large pavilion at Stewart Park to hold the service in person and combine it with a farewell party
* Final staff meeting is Tuesday, June 9
  + Emily (DRE) will be on vacation from Sunday, June 13
  + New congregational admin will be on summer hours (1 hour per week)
    - Needs to communicate with a Board member, the Treasurer, the Summer Service coordinator, and the interim minister (once in Ithaca)
  + Stephanie (music director) on vacation
  + Loretta (admin assistant) on vacation
  + Open positions:
    - Engagement and Outreach Coordinator
    - RE Assistant
      * Can these be filled by Emily if she finds candidates?
* Summer Service period is June 20 to September 5
* Interim Minister arrives August 1. Board is responsible for connecting the new minister with the staff
* Summer Services are traditionally run by the Celebrations Committee, but at some point they were passed to a group of volunteers. Carol Nickerson ran the program for many years before becoming ill, after which Don Barber stepped in. Finding speakers for Zoom services is difficult, and in-person would be better on that front
  + It's best to line up speakers in April, in order to publish a list of speakers in the May newsletter. We are too late to do that this year.
* What if we try a mix of Zoom services and in-person outdoor services?
* Lengthy discussion of the social and logistical issues related to reopening

**MOTION**: The Board affirms that some combination of virtual and outdoor summer services is important for congregational life and wellbeing, and encourages members of the congregation to organize a summer service program, potentially with the aid of the Celebrations Committee. Moved by Matt Hare, seconded by Elton Hall. **PASSED.**

**Agenda Item # 6: Financial Report and Budget Process Update**

* Jennifer provided an update on the budgeting process.
* Our expenses will be up for 2021-22, for various reasons, and we may not be able to cover them from income
* Fundraising is a big concern, as is pledge income
* Recommendation for a balcony meeting to discuss budget issues. EXCO will work to schedule that.

**Agenda Item # 7: Interim Search Update**

* The search team is composed of Elton Hall, Therese O'Connor, Walt Peck, Magdalen Lindeberg, and Elisa Collins Zinda. Keith Kron of the UUA has provided useful advice and links.
* Step one is to gather material and submit it online to the UUA, which is currently in process. Jessica English has collected a number of documents, and the parts of the application can be uploaded in segments.

**Meeting adjourned** at **8:05pm.**

Minutes taken by Diana Nier, April 14, 2021.