

First Unitarian Society of Milwaukee  
Minutes of the Meeting of the Board of Trustees (Final)

October 22, 2019

**Present:** Mark Bishop (President), Mark Bender (Vice President), Jeremy Koenen, Jane Peterson (Recording Secretary), Jane Cliff (Secretary), Melinda Vernon, Mark Miller, Dianna Dentino, Chris Aiken **Also Present:** Rev. Jennifer Nordstrom (Senior Minister), Jean Johnson (Director of Administration), and Noreen Gilbertsen (Finance Team)

President Mark Bishop called the meeting to order at 6:03 p.m. Jeremy read the opening words.

**I. Consent Agenda:** Mark Bishop

Youth budget: Jean Johnson described the timing of the youth budget process and the request to transfer \$600 to the mission trip budget.

The Senior Minister's Report: This was reviewed by the Trustees prior to the meeting.

**Approval Moved:** (Jane C/Melinda). Passed unanimously.

Minutes from September: Several corrections were noted: Strike Ic, state that Ia & b were approved. Reword IIIc final phrase to "as a whole does not largely support". **Approval with additions/corrections moved:** (Melinda/Mark Bender). Passed unanimously.

**II. 1<sup>st</sup> Quarter Financial Report:** Noreen Gilbertsen/ Jean Johnson (Director of Administration)

Noreen and Jean explained how actual first quarter income and expenses compared to the budget. Highlights include:

Pledges are currently at 24% for the year, and other contributions are at 38%. Activity income is at 24%, while investment income is 40%. Apartment income is at 36%.

Investment income will be credited next month. Overall, the total income for the quarter is at 25%.

Salary expenditure was 22%, while building expenses were on target. Basic operations, accounting fees and IT were slightly high. Overall expenses are at 23% of budget.

The balance sheet shows \$85K in current assets. The church holds three 100K CDs as a "safety net." The general fund is up 28% since September 2018. Total assets are at \$1.8 million, which does not include the apartment and church buildings.

Mark Miller asked about restricted funds. Jean explained these funds are restricted by the donors and cannot be used for other purposes.

**Approval that the financial report is within compliance with the limitations:** Jane Peterson /Jane Cliff. Passed unanimously.

**III. Interpretation of Board Policies 4.4 and 4.5:** Jean/Noreen

The interpretations were reviewed by a UU study group including Unity Unitarian Church consultant Laura Park. Some changes were drafted by the Finance Team at their meeting on 10-

21-2019. There was discussion regarding policy governance and how the financial-related limitations fit into the overall structure. The Board provided feedback on the policies and Jean and Noreen will take the suggestions back to the Finance Team for revision.

For 4.5, BOT consensus was we do not need to see tax payments, etc. to assure compliance, but only a statement that these have been filed or paid. The accountant sends these to Jean and they are available as needed.

#### **IV. Interpretation of Limitation 4.1:** Rev. Jennifer

Discussion focused mainly on the interpretation of 4.1.4. A new policy should require different alarm sounds for fire versus building lockdown. There should be an auditory alarm for fire in every room, as the current alarm is hard to hear in some areas. Dianna questioned establishing visual alarms as well. Mark Bender asked if 4.1.4 should include accessibility to meet ADA regulations.

Jeremy suggested that perhaps preventive steps to protect the data base should be included under 4.1.1

Jean Johnson and Kimberlee Tomczak Carlson (Director of Religious Education) will prepare a comprehensive plan for safe congregations by March 2020.

Rev. Jennifer will add information on accessibility and on a policy to cover all data/information to include on an upcoming consent agenda. This is a future item for follow-up.

#### **V. Board Training:** Rev. Jennifer

The training related to End 2, recognizing power differences.

We began by considering the nature of power, that power itself is neutral, and that there are various types of power including oppression and racism (prejudice plus power). The goal of training is to have marginalized groups move up, and dominant groups move back.

Board members did an evaluation of how well the Board facilitates the dominant people moving back and the marginalized moving up.

#### **VI. Linkage Subteam:** Mark Miller/Jeremy

The team consulted with Laura Park and will try to get in touch with other organizations who have youth representation on the BOT. The subteam will explore next steps.

#### **VII. Evaluation Subteam:** Mark Bishop, Mark Bender, and Mark Miller

Laura Park (via phone) shared much information and gave many examples of monitoring and perpetual scheduling. The subteam will meet again and report to the Board.

#### **VIII. Updating Board Matrix:** Mark Bishop

Mark explained the matrix helps to see gaps in expertise, and helps the Nominating Committee recruit new Board members. The Board currently does not include an attorney, and will need someone with deep financial experience when Mark's term ends.

**IX. Other Business**

The Board's Feast for Funds event will be an Italian dinner on March 20, 2020.

The next Journey to Membership is 11-16-2019. Schedules permitting, Board members are encouraged to attend when linkage questions are discussed. A schedule will be provided to coordinate Board attendance.

**X. Adjournment**

Jeremy moved to adjourn and Mark Bender seconded. Meeting adjourned at 8:27 p.m.