

**First Unitarian Society of Milwaukee  
Minutes of the Meeting of the BOARD OF TRUSTEES**

**February 25, 2020  
FINAL**

**Present:** Mark Bishop (President), Mark Bender (Vice President), Jane Cliff (Secretary), Jeremy Koenen, Chris Aiken, Dianna Dentino, Melinda Vernon (Recording Secretary)  
**Present via Zoom:** Jane Peterson, Mark Miller

**The meeting was called to order at 5: 59 p.m. by Mark Bishop.**

**1. Consent Agenda (Mark Bishop)**

- Minutes of January BOT Meeting: Change language on approval of Ends 1, 2 and 3.
- Monthly Staff Change Report: There were no changes to report.
- Investment Policy: Mark Bishop reported the revised policy was reviewed and passed by the Finance Committee. The divestment policy has been operationalized for some time, so no changes were made to the new investment policy to reflect this.
- Sr. Minister Report: Mark Bishop reported Rev. Jennifer is requesting feedback on the new format. *Discussion:* 1) Activity on End 5 (“Promoting our values in the world”) seems to be all internal, which does not align with BOT understanding. Promoting ordination may be one way to foster UU values and identity in our children; 2) Many actions affect multiple ends, which makes the report cumbersome; 3) Report is not needed every month; 4) Do not need to include ordinary, everyday functions; 5) Need more discussion w/ Jennifer to hear how the new format worked was for her.
- Morter Lecture Budget: Jane Cliff provided more detailed information on speaker travel expenses that were conditionally approved at last meeting for \$2000 maximum. Expenditures may be this church year or next depending on when plane tickets are purchased.

***Moved to Accept consent agenda: (Chris/Jane Peterson) Approved: Unanimously***

**2. Bylaw Change: Ordination Policy & Procedure**

Mark Bishop explained that in moving into policy governance, we do not have a procedure in place regarding ordination of a minister. Jennifer drafted changes to the outdated policy. Mark Bishop drafted changes to the by-laws to reflect our new policy and procedures, which will put policy in place to include BOT procedure on ordination. An ordination needs to be approved by the BOT and put to a congregational vote. Need a 75% favorable congregational vote to move ordination forward. Our current Director of Religious Education, Kimberlee Tomczak Carlson, has requested ordination; her request will be put to the congregation at FUSM’s annual meeting in May 2020.

Mark Miller asked why required letters of recommendation are reduced from 3 to 2. Mark Bishop responded that an ordinand will have already gone through UUA fellowship approval, a

process more stringent than ours. Suggested modification that ordinand shall be “*invited*” (versus “*should*”) attend a BOT meeting in order to discuss their ordination request and respond to possible questions about materials furnished.

***Moved to Accept by-law change with Modification: (Mark Bender/Jeremy) Approved: Unanimously***

### **3. Senior Minister Performance Assessment (Discussion)**

Mark Bishop has met with Jennifer and put together a suggested format. Jennifer is comfortable with the format and requests explicit feedback. *Discussion:* 1) Concern about wording-- “requirements” vs. “expectations”, and the value of differentiating between “significantly exceeding” vs. “exceeding”, etc. 2) Value of having annual goals and of a self-appraisal. No conclusions were reached; 3) How will the appraisal be delivered? Board members would like to make their individual evaluations outside of tonight’s limited meeting time and then agree soon on a final document that includes meaningful examples.

Mark Bishop will schedule a 1-hour BOT conversation before the March BOT to complete Jennifer’s performance appraisal. He urged members to look at meaningful qualitative examples as well as quantitative measures, and also recommended using the 1-5 ranking scale regardless of its associated descriptive language.

### **4. Youth Board Observer/Liaison**

Mark Bishop asked: Do we want to have a linkage with FUSM youth and formalize a structure at this time? Jeremy has summarized his research into a proposal that recommends we designate one or two youth to serve as observers. The youth observer(s) would be absent from sensitive closed session BOT meetings as well as legal decisions. Actual BOT membership could be considered at a later time. *Discussion:* 1) Jane Peterson suggested changing the language from “observer” to “liaison” which met with general approval; 2) Concern that there be no requirement for the BOT to have a youth representative(s) if there is no youth interest at a given time; 3) Designation of an adult BOT mentor/buddy seems important; 4) BOT meeting schedule requires a commitment from the youth(s) and their parent(s); 4) Video conferencing for remote attendance is a possibility; 5) Consider staggered 2-year terms; 6) Consensus that FUSM membership in the church be a requirement for the position(s).

Mark Bishop will discuss the above items with Deb Solis, who will work out the mechanics with the Youth Steering Committee.

**Motion: We add up to two youth board liaisons as non-voting members of the BOT for a term of 12-24 months. The process and procedure is to be developed jointly between the BOT and Youth Steering Committee. Expectations will be covered in procedure.**

***Moved to Accept the Motion: (Chris/ Jane Peterson) Approved: Unanimously***

### **5. Request from Denise Cawley - Blessing from the Board**

Jennifer has forwarded a request that the BOT provide a blessing to Denise for her ordination in the Bradford Community UU Church in Kenosha, WI, as well as an additional request that we provide some financial support for her ordination. Dena and/or Jennifer would draft and present the blessing.

**Motion to provide a blessing to Denise Cawley on the occasion of her ordination in the Bradford Community UU Church in Kenosha, WI.**

*Moved to Accept the Motion: (Mark Bender/Dianna) Approved: Unanimously*

*Discussion* of Ms. Cawley's request for financial support included: 1) FUSM is not a financially sustainable congregation and the originally proposed amount seems high; 2) Launching UU ministers into the world is important (supports End 5); 3) Mark Bishop has discussed available money in the budget with Jean Johnson.

**Motion to provide financial support in the amount of \$1000 payable to Bradford Community UU Church for ordination of Denise Cawley.**

*Moved to Accept the Motion (Dianna/Jeremy) Approved: Unanimously*

#### **6. Feast for Funds BOT Dinner Planning/Sign-up (for discussion)**

Mark Bishop has drafted a chart (with an attempt to equitably split expenses) of needed food and beverages for an Italian dinner. The dinner has been touted as a "fun" event and a way to get to know trustees. Mark also shared a list of icebreaker questions that can be used to assist the process as trustees rotate from table to table.

Mark will email attendees with a RSVP request. Board members volunteered for specific duties. Board members should arrive by 5:00 p.m. on March 20 to help set-up.

#### **7. Other Business - None**

#### **8. Adjournment**

The meeting was adjourned at 7:54 p.m. (Jane Cliff/Melinda) Approved: Unanimously

**Next Meeting: March 24, 2020**

**Chair:** Mark Bender

**Words/Snacks:** Jane Peterson

**Minutes/Chanticleer Article:** Chris Aiken