

First Unitarian Society of Milwaukee
Minutes of the Board of Trustees (BOT) Meeting – FINAL
April 25, 2023

Present: Ben LeFort (President), Pat Geenen (Vice President & meeting chair), George Bledsoe (Secretary), Mike Hogan, Joe Riepenhoff, Rollie Hanson, Tony Panciera, Sarah Richards, and Amy Wilbourne (Recording Secretary).

Also Present: Noreen Gilbertsen and Jean Johnson.

The meeting was called to order at 6:05 pm

1. Opening Sequence

2. Monitoring Policies: 4.4 (Financial Planning and Budgeting) & 4.5 (Financial Condition)

Noreen and Jean summarized the 3rd quarter financial reports detailed in the documents provided in the BOT meeting folder. They see no financial concerns, with total net income (\$646K) at 77% and total expenses (\$732K) at 70% of the projected budget. As of March 31, we have \$651K in the FOF Endowment Fund. In one of the reports filed by Jean, there was a request for the BOT to approve \$8,518.47 in additional operating costs from the Forge Our Future Campaign; it was proposed that we address this request during the “New Business” section of the meeting.

Motion: Sufficient evidence has been presented to confirm compliance with 4.4 and 4.5.

Joe offered the motion, Tony seconded. Vote: Passed Unanimously

Discussion: General discussion of budget.

3. Jean presented a first draft of the 2023-2024 Budget for information and discussion.

Discussion focused on the anticipated deficit. Board members asked a number of clarifying questions. No substantive changes were requested. The board will vote on the finalized budget at its May meeting.

4. Ben summarized a Monitoring Report for Policy 2: Governing Process available for review by the trustees. Tony moved that the report provided substantial evidence of compliance. His motion was seconded by Rollie and passed unanimously by the board.

5. George offered the March 28, 2023 BOT meeting minutes for review & approval

Rollie moved approval of the March minutes; Ben seconded his motion. Vote: Motion passed unanimously without discussion.

6. Jean shared highlights from her monthly Director of Administration Report for discussion.

Details are accessible in the written report filed in the “Sr. Minister Reports” folder on Dropbox. Jean noted the resignation of RE Assistant Quinn Brakob and efforts underway to fill the position.

7. Tony highlighted some of the comments offered by members in the Congregational Survey

Discussion: the group discussed the comments from the survey and were encouraged by Tony to review them individually. The board agreed it is difficult to make a case for policy changes from such a small sample, but that several comments should be followed up on by staff.

8. Endowment Task Force (Ben)

Discussion: Ben shared details regarding the memo sent by the Task Force, which was available for pre-reading in the meeting folder. The memo included a request for funds to retain a qualified attorney to draft trust documents, and the board agreed to vote on this in the “New Business” section of the meeting. The board also agreed to vote on approval of the Task Force’s recommended attorney in the coming weeks via email.

9. Annual Meeting Agenda and Planning (Ben)

Discussion: Ben led a brief discussion of plans and trustee responsibilities for the annual congregational meeting scheduled for May 21, 2023.

10. Board Coaching Feedback (Ben)

The trustees shared a discussion about our coaching session with Julica concerning how we want to move forward as a board with anti-racism work. We agreed that Anti-Racism Team members Sarah and George will share updates with the BOT regularly, and the board will continue to consider how we can affirm and support their work. We will suspend further coaching until the August retreat.

11. 2023-2024 Proposed BOT Officers (Ben)

Three trustees accepted nomination for the following offices:

Pat (President), Sarah (Vice President) and Joe (Secretary).

Mike moved approval, seconded by Joe. The motion passed unanimously.

12. New Business

a) Approval of \$8,518.47 from unrestricted reserves to pay additional unbudgeted operating costs for the Forge Our Future Campaign: Mike moved to approve; Joe seconded the motion. It was approved unanimously.

b) Approval of funds to pay for a Forge Our Future Endowment Fund attorney: Mike moved to approve up to \$15,000 (payable from either interest from the Fund or other unrestricted reserves in the 2022-23 or 2023-24 budget years) for an attorney to set up a trust for endowment funds, with the expectation that the Task Force will endeavor to minimize costs as much as possible. Tony seconded the motion, and it passed unanimously.

13. Senior Minister Performance Evaluation (Ben)

Executive Session: (BOT members only)

Discussion: Rev. Jennifer’s performance evaluation is a compilation of trustees’ responses to a standard survey evaluating her performance that is used every year. Jennifer’s 2023-24 fiscal year compensation was approved at a previous meeting. Rev. Jennifer’s performance

evaluation will be delivered in person by the new BOT president and Nancy Spransy, HR leader, when Jennifer returns from her sabbatical in August.

Motion: Sarah moved to pass the evaluation as presented, and Pat seconded her motion.

Vote: The motion passed unanimously.

14. Adjournment:

Meeting was adjourned at approximately 8:05pm

Next Meeting: May 16pm (Live or Zoom)

Meeting Chair: Pat. Words/Prompt: Rollie. Minutes/Chanticleer Article: Tony