

*Second Draft*  
**First Unitarian Society of Milwaukee**  
**Minutes of the Meeting of Board of Trustees**

Tuesday, September 26, 2023

**Present:** Pat Geenen (President), Sarah Richards (Vice President, meeting chair), George Bledsoe, Amy Wilbourne, Joe Riepenhoff (Secretary), Tony Panciera, Stacey Thieme, Stacy Koenen, Dana Brooks (recording secretary)

Also Present: Rev. Jennifer Nordstrom, Youth Representative: Leah Twente (via Zoom)

**The meeting was called to order at 6:06 PM.**

**1. Opening Sequence (Stacy K)**

**2. Review/Consent Agenda (Sarah)**

Minutes of August 29, 2023 Meeting

Monthly Staff Change Report

Allocation of Frank Evans Bequest

Discussion re amendment to minutes of August 29, 2023 Meeting.

Stacy K reminded that she, not Sarah, will liaise with the nominating committee; Joe will modify the Final Minutes to reflect the change.

Regarding Frank Evans Bequest - Jennifer will draft a memorandum memorializing the authorization to allocate Frank Evans Bequest to the general fund (Allocation Memo). Upon completion, the Board will approve that Allocation Memo.

**Motion to approve the consent agenda**, Subject to modification of the minutes of August 29, 2023, and receipt and approval of the Allocation Memo : **Joe**;

**Seconded** by Tony. **Passed: Unanimously**

**3. Monitoring Ends (Sarah)**

End 4. Generously give and receive support, connection, and care in times of joy and challenge.

End 6. Open ourselves to wonder, making ourselves vulnerable and available to find meaning, inspiration, and transformation.

End 7. Create communal experiences celebrating our interconnectedness.

Discussion of Ends Report dated September 26, 2023:

The report is long and detailed. The Trustees appreciated the detail and discussed whether a summary would suffice. Jennifer explained that the report is intended to inform the Board on the degree of Ends achievement. While a shorter report or executive summary could be produced, Jennifer noted that it would be impossible to create such a summary without first analyzing all the information presented.

For possible future consideration: a) Investigate how other UU congregations measure progress toward ends. b) Try a relational approach to assess goals by talking to members about survey questions.

**Motion, based on the evidence presented, that sufficient progress is being made toward ends 4, 6, and 7: Pat Seconded by Joe Passed: Unanimously**

**4. Personnel Material Deviation from Budget: (Rev. Jennifer)**

Lynne Jacoby will be leaving her position in November. Because of a projected budget shortfall, the plan is to not fill her position from mid-November 2023 through June of 2024. This plan will result in a deviation from the Board-approved budget by approximately \$30,000 in salary; \$1,000 in professional development; \$9,000 in health insurance; \$2,700 in retirement contributions; and \$2,000 in FICA; for a total of \$44,700. This deviation is **under budget**, not over budget. With an increase of \$10,000 in Jean Johnson's salary for additional responsibilities in development and a maximum \$3,114 expense increase proposed for additional hours assigned to Deb Solis, the overall material deviation in budget will be approximately \$31,600 **under** budget, depending on the exact day of Lynne's departure, and how many hours Deb is needed to work as support staff.

**Moved to approve Personnel Material Deviation from budget: Tony;  
Seconded by: Stacey T; Passed: Unanimously**

**5. Sr. Minister's Report (Rev. Jennifer) Discussion.**

The personnel committee met to discuss the departure of Lynne Jacoby and determined that her position will not be filled due to budgetary concerns. The committee accepted the necessary shift of responsibilities among clergy and staff.

The current plan is to move the Membership portion of her portfolio into Associate Minister Rev. Dena McPhetres' portfolio, with staff support from Ministerial Intern Steve Sieck and long-time staff member Deb Solis; and to move the Development portion of her portfolio into Director of Administration Jean Johnson's and Senior Minister Jennifer Nordstrom's portfolio, also with staff support from Steve Sieck and Deb Solis.

The committee asked Rev. Jennifer to work with her team to a) identify how this change in organizational design will impact congregational life; b) identify the specific actions/ministries the church will no longer offer or do as a result of this shift due to the ongoing budget deficit; and c) share this information with the congregation to ensure clear and transparent transition expectations.

**6. Task Force Follow Up (Sarah)**

(Summarize)

Policy 2.7: Treasurer Transition, Policies & Bylaws (Pat)  
To report next meeting.

**Endowment Fund Task Force:** George reported that a final draft of the trust agreement will be available soon; copies of the draft will be distributed to the Board together with a written summary. The EFTF will meet with the Board to answer questions at October meeting. With the assistance of Ms. Weld, the EFTF has narrowed the candidates for the position of investment advisor to three. A written summary of differences; expenses, etc., will be presented to the Trustees for consideration before the October meeting.

As the trust agreement is drafted, trustees for the Endowment Fund (EF Trustees) will serve 3-year terms, not more than two terms total. The Board of Trustees will review and consider: 1) proposed fund agreement, 2) proposed candidates for investment advisor; and 3) the candidates for the position of the EF Trustees. Trustees for the Endowment Fund (EF Trustees) will not decide the identity of the investment advisor; that selection is the responsibility to the FUSM Board of Trustees.

**Motion to extend the length of service of the EFTF until January 1, 2024:** Pat;  
**Seconded:** Dana; **passed Unanimously**

#### **7. BOT Housekeeping (Stacy K)**

**Feast for Funds: deadline** October 25; **Auction** 10-29 to 11- 5

Stacy K report that Scott Henry is assisting Lynn Jacoby with organization.

#### **Anti-Racism Team Update**

Reverend Tutu - lecture and service were well received

Congregants are invited to sign up to learn more about anti-racism program at FUSM  
Land acknowledgement - Indigenous Peoples Day to be highlighted at Oct. 8 services.

#### **Survey**

Survey task force met once via Zoom and is meeting again soon. Last year, the survey went out in March. Past Practice: calls are made to those survey responders who signed comments; Some comments may lead to End modification (e.g., accessibility). Tony will review 2022-2023 survey responses for further concerns.

#### **Adjournment**

The meeting was adjourned at 8:01PM.

**Next Meeting:** October 24, 2023