

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

Tuesday, December 16, 2025

Present: Mark Chambers (President), Ryan Pawlowski (Vice President and Meeting Chair), Joe Kathy Donius (Secretary), Mark Bishop (Treasurer), Elizabeth Hayes (Recording Secretary), Andrew Whitver, Deborah Conta, Stacy Koenen.

Via Zoom: Dana Brooks

Also Present: Jennifer Nordstrom, Manni Marquez, Jean Johnson

Absent: Stacey Thieme

The meeting was called to order at 6:00 PM.

1. **Opening Sequence** (Mark)
2. **Review/Consent Agenda** (Mark)
Minutes of Tuesday, November 18, 2025 Meeting

Moved to approve minutes from last meeting. Moved: Kathy, seconded: Andrew.
Amendment to ensure that Stacy K. is recorded as the “words” person, not Stacey T.
Passed Unanimously.

3. **Welcome/ Introduction: Manni Marquez, Director of Administration** (Mark)
4. **Monitoring: 4.6 Asset Protection** (Rev. Jennifer, Jean, Mark B)

Discussion about the proposed policy changes, including improvements to the data management process (only for staff-led teams for now). Some additional changes were raised (that were not included in the monitoring report due to a recent finance committee meeting close to the BoT meeting). Those changes included changing the backup check signer to Manni, considering opening a new bank account with Johnson Bank to minimize the risk of the uninsured account with Associated Bank and to reduce operational inefficiencies experienced there. An additional checking account with Johnson Bank could follow if the first account goes well. There was also discussion of creating a record retention policy over the course of the next three months. Jennifer, Kathy, Shari, and Manni are going to create a plan.

Motion to approve amendments to policy 4.6 Asset Protection.
Moved by: Stacy K., Seconded by: Andrew
Passed Unanimously.

Based on the evidence presented, we determine there is sufficient progress towards compliance with policy 4.6 Asset Protection.

Moved by: Ryan, Seconded by: Deborah
Passed Unanimously.

5. Max Otto Hall: AV upgrade/Material Deviation

Moved to approve the proposal and material deviation to draw from the Krug Fund to upgrade the AV system in Max Otto Hall.

Moved: Kathy, seconded: Andrew

Passed Unanimously.

6. Endowment Fund: Update (Kathy)

Kathy provided updates on the endowment fund as a preview of January's meeting, when an endowment fund representative will be present to report on the status of the Endowment fund, including the status of required tax filings for the Endowment and reporting on the funds' investments.

7. Ends Revision: Update (Stacy K)

Stacy K. provided updates on the Ends Revision process. The small group (plus Roger) are in the process of coming up with questions for the listening sessions. There are 15 committed facilitators for the January 10th training and subsequent sessions. After the training (also required for BoT members), each board member will observe 1-2 sessions. Deborah is working on a communications plan, including e-blasts, 2 Chanticleer articles, a Facebook post, tabling at coffee hour (to be shared between board members), and an announcement from the pulpit on January 4th at the latest. Deborah is also meeting with Shari to figure out facilitator signups on Realm.

8. Nominating Committee (Deborah)

Deborah provided updates on the Nominating Committee who met on December 7th, where they discussed the skills matrix and identified gaps they'd need to fill with upcoming nominations.

The needs are as follows:

- 1 person for the Endowment Trust for a 6-year term
- 2 people for the Nom Com for a 2-year term
- 3 new board members for a 3-year term

The committee is looking for names for each position by January 4th. There is a desire to codify the skills matrix process better for future years. Deborah is also planning to ask about how candidates are vetted.

9. Senior Minister's Report (Jennifer)

Highlights from Jennifer's Senior Minister Report include: Manni joined the team this month; the search is on for a new Pastoral Care Associates Coordinator in January; Sunday service attendance continues to rise above last year, though it is dropping in comparison to previous months. Some discussion followed about the role of resisting authoritarianism for church leadership and the congregation at large.

10. Task Group Follow-up

The Anti-Racism team is working to address a comment made by the Executive Director of the new Nature and Culture Museum of Milwaukee at a Sunday Forum that the museum will not include Black history in its exhibits. It is hoped that a meeting can be arranged early in the new year.

The Memorial Trust Fund group continues to explore logistics for terminating the Memorial Trust Fund and transferring the proceeds to the Forge Our Future Endowment Fund. A mail vote of the Congregation is required, although the participation required to pass the resolution is low (3/4 of the members who cast a vote, provided at least 50 members return a ballot) There was a suggestion to send the proposed resolution before the Annual Meeting & have ballots due afterwards.

The meeting was adjourned at 7:54pm.