

All Souls Church Unitarian Board of Trustees Meeting Minutes

October 26, 2022

Trustees Present

Cait Clarke
Joe Feuer
Sophia Fisher, Secretary
Gretta Goodwin
Maya Hermann
Traci Hughes-Trotter, ex officio
Neil Manzullo, President
Bernard Mustafa, Treasurer
Bill Sinkford, ex officio
Justis Tuia
Chuck Wooldridge

Trustees Absent

Clair Null

Reports Received

- Executive Team Report
- Funding Our Future Report
- Committee on Right Relations Report
- Finance Report (October 2022)

Convening

Neil convened the meeting at 7:05 p.m.

Chalice Lighting and Reading

Gretta lit the chalice and shared a reading

10-1 Approval of Agenda

- *Motion to approve agenda*
 - Added September minutes to the consent agenda and moved Q1 report later on the agenda
 - Approved without objection

10-2 Approval of Consent Agenda

- Items on the consent agenda:
 - Approve minutes from the September Board meeting
 - Approve contract with Jorns & Associates
 - Approve \$18,380.19 payment to the Kerns Group
- *Motion to approve, seconded, approved without objection*

10-3 Funding Our Future Check-In

- ~\$270,000 pledged and given
 - ~\$110,000 matching funds
 - ~\$160,000 pledges increases, new pledges, and one time gifts
 - Estimate \$50-\$60,000 new and returning pledges
- Doing pretty well, pledges are coming in
- Staff is reaching out to ministry groups
- Hopefully that there will be enough hints of hope by December to avoid the disaster conversation (aka what to do if the church doesn't raise enough funds)
- Is there a way to track numbers from people who are only attending online?
 - No good way to know who is online and who is in person
- Is the system set up to automatically email a receipt?
 - No, the payments will show up in Realm and the church mails a tax statement after the end of the year
- How did we get into this financial crisis?
 - Opportunity for future conversations on lessons learned and future guardrails
- Is the goal \$400,000 or \$500,000?
 - The goal is \$400,000, \$500,000 would be ideal
- Boards members should share information about the budget and fundraising efforts
 - Information is never shared perfectly
 - Share information widely
- What is the best way to talk about how we've increased our pledges?
 - Range of responses, need to meet people where they are
- Feedback on calls to folks who haven't pledged in a while
 - Tough list of people
 - Several have moved, otherwise disconnected from the church
 - Better response to calls on creating the search committee
- Suggestion to text people
 - Realm doesn't allow for texting
 - More direct way to give through text
 - Church is going to link with paypal/venmo to allow for additional ways for people to donate

10-4 Quarter 1 2023 Financial Report

- Facility usage income of \$80,000—more church rentals
- Taken 4% of the endowment (of the overall 6%; 2% remains)
- New budgeting system is being implemented to better track costs across the year
- Below expectations on salary costs
- Operating costs were over budget (extra costs for setting up for a hybrid church year)
- What's the difference between investment income and endowment income?
 - Don't have control over how much we get from investments
 - Costs are increasing but donations have not
- There was a spike in donations in the 2nd quarter (now the end of the calendar year)
- \$76,000 gift to the Third Century Campaign was misclassified as a regular donation, which is one factor in the financial crisis
- General pattern: 1st Quarter, income is good because that's when we take distributions from the endowment; 2nd Quarter, spike in donations as people finish up their calendar year giving; 3rd

and 4th Quarters, can be tough and the church needs more core donations so there's a more reliable income stream

- Are we doing an assessment of investments/the endowment?
 - Yes
- 4th Quarter 2022 net income
 - Goal is to take as little from the endowment as we can
- Investment expenses are what we're charged to manage our money and also includes depreciation

10-5 Looking Ahead: December Budget Review

- How does the Board get to the point where we're comfortable with how much income we have?
 - Church budgets according to what is pledged
 - Funding our future will inform upcoming fiscal year
 - There will still be uncertainty because of unpledged income
- Helpful to understand the percentage of pledges that have actually come in
 - Pledge fulfillment is excellent
 - People give according to calendar year not fiscal year
 - Shrinkage (getting less than pledged) should be monitored
- Expect the unexpected—maybe be more conservative
 - Expenses have been lower than budget
 - The issue is income; the church has a handle on costs
 - Have to do catchup on the income side---getting income to sustainable and reliable level will take more than one year.
- Culture of giving needs to be developed
 - Church is beginning to regather; don't know what things will look like next year

10-6 Church Goal #2 – Draft Interpretation

- Deeply engaging for the staff
- Overview of the process
- Monitoring will be largely anecdotal and story based
- Excited to hear how to get online people engaged
- What does membership look like now? Also feeds into financial commitment
- Qualitative difference between online and in person experience
- Start thinking about how to get people engaged in other ways
- #3 on p. 41 Welcome leads with the institution “we need more volunteers to do what needs doing”
 - ASC-connect to getting needs met as needs are met there will be more capacity for them to give
 - Idea of hospitality towards not only ASC community but also folks who come in for various one off events—would love to see something about how we welcome people and provide hospitality
 - Could be part of a different goal
- Growing numerically and those who are at church
- Welcome all people but not all behaviors
 - Very powerful and resonant
- When will this be ready to share more broadly?
 - When all 7 have been fleshed out

- For some goals, in addition to staff, hoping to involve some identity groups

10-7 Staff & Volunteer Treatment Survey – Follow-Up

- Does the safety include safety from infectious diseases?
- Timely feedback is good
- Review of personnel policies every three years
- Salary policy—after we talk to Jan and possibly tie interpretation to consulting with UUA salary structure
- Board’s responsibility to make the call whether to meet the guidelines based on whether there is budget
- Staff plan
 - Is the Funding Our Future campaign having an impact on morale/job security concerns?
 - Questions from staff are good; managing anxiety with regular and transparent updates
 - Staff appreciates how seriously we’re taking the problem
- How are we going to address language barriers?
 - Board conducted the survey, learned a lot for next time

10-8 Executive Team Report

- Large capital repairs on the horizon
- Not a good time for a capital campaign
- Costs for repairs are very high
- Want feedback on the dashboard—is it the right info?
 - It’s presented well
- Outreach to identity groups
 - Young Souls having conversations about how they fit into the church
 - Service is too early
 - What is the relationship of the ministry to the church?
 - New relationships need to be crafted with the groups
 - People’s voice services (opportunity for different identity groups to participate in/lead services)
- Moved to give Lenard Starks, Director of the Jubilee Singers, the title of “Minister of Music Emeritus”
 - Motion: in recognition of his many years of long and good service to the church, give Lenard Starks, Director of the Jubilee Singers, the title “Minister of Music Emeritus.”
 - Seconded
 - Passed (in song!)

10-9 Next Meeting

- November 16 (one week early due to Thanksgiving) on Zoom

Meeting adjourned at 9:13 p.m.