

# **All Souls Church Unitarian Board of Trustees Meeting Minutes January 25, 2023**

## **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  
Clair Null

## **Visitors present for bylaws discussion**

Donna Olsen  
Chuck Dulaney  
Brenda Barbour

## **Reports Received**

- Executive Team Report
- Quarter 2 Financial Report
- Materials for Executive Session (Executive Summary of the Building Evaluation and Assessment, Building Assessment, email chain between the Executive Director and the architectural firm, Estimate Summary)

## **Convening**

Neil convened the meeting

## **Chalice Lighting and Reading**

Reverend Sinkford lit the chalice and shared a reading

## **1-1 Approval of Agenda**

- *Motion to approve (Maya), seconded (Gretta), approved without objection*

## **10-2 Approval of Consent Agenda**

- Items on the consent agenda:
  - Modify Nov 2022 minutes to include the motion that was approved authorizing three internal grants according to the Beckner Committee's recommendation
- *Motion to approve (Cait), seconded (Gretta), approved without objection*

## **10-3 Bylaws review discussion**

- Maya gave an overview of the process and the timeline leading up to the congregational meeting in June (at which there will be a vote to approve updates to the bylaws); at today's meeting the team is just seeking approval from the Board to share the draft with the congregation
- Chuck asked about the outreach process and team members agreed that there had been very engaged participation by a number of congregants
- Gretta gave an overview of the issues around the definition of membership
  - Virtual church has created an opportunity to grow through remote members
  - Changes in membership are of course linked to the church's financial situation
  - It has been suggested that a member of the Board attend new membership classes
- The consequences of changing the definition of membership in such a way that would result in a smaller number of members is that All Souls would no longer be one of the very largest UU churches, and our UUA fair share expectation would be reduced (though we have only been paying a little less than half of the expectation, so we would hopefully just get closer to being able to meet the expectation, not save money)
- There was a discussion about the category of non-voting members, and Neil noted that in preparation for the ministerial search, all 300 of them were contacted but only around 10 responded
- There was some discussion about the proposed new requirements of membership
  - It's simpler but more significant
  - Staff and the membership secretary can decide how to implement the new criteria
  - The role of the Covenant of Right Relations in the membership definition
    - The Covenant of Right Relations is 20 years old and might also benefit from a refresh
    - Perhaps in addition to / instead of the Covenant of Right Relations, should the requirement be a commitment to the mission of All Souls?
    - But not abiding by the Covenant of Right Relations is the basis for removing a member (according to the bylaws) so having a reference to it as part of the criteria for being a member makes sense
  - At new member classes, it would be nice to explain the benefits of membership alongside the requirements (ministers will perform services recognizing major life events like marriage and death, reduced rates on building rental – what else? Is childcare at events offered only for members?)
- Neil gave an overview of the proposed changes related to the church council and provided some comparison to other churches (councils are more common at small churches but tend to be replaced as there are more staff)
- Church council has been an important mechanism for cultivating leaders from among interest groups
- Executive Team has already been engaging the congregation without the council – do we need to codify exactly how to do that in the bylaws?
- The discussion of the bylaw changes ended with informal agreement for the team to consider the feedback from the Board and decide whether to share both options for the Church Council with the congregation.

#### **10-4 Quarter 2 Financial Report**

- Positive revenue & expenses relative to the budget
  - Facility usage is picking up

- Fund our Future partially came out of other pledges (we're only \$60k over what we had budgeted)
- Rental income has been fine (water issues in the basement have not affected tenant spaces yet)
- Need a post-mortem on the gala party (the committee insisted on a low ticket price and the event ended up costing the church \$16k)

#### **10-5 Aspirational budget**

- The goal for the pledge drive will be to fund all of the aspirations...after pledges come in, planned spending will be adjusted
  - Core donations will have to go up 27% to meet the planned costs; assumes a 5% draw on endowments
  - Salary increases for staff are still not within the new guidelines (for churches with >400 members), giving a 3% CoLA
  - Need an additional 50% FTE custodial to keep up with the increased facility usage (including rentals)
  - \$50k budgeted for long term development plan, including legacy giving
  - \$140k budgeted for our full Fair Share contribution
  - Weekend on the Bay is not included for 2023
- *Motion to discuss building repairs and financing options in executive session (Maya), seconded, and the Board discussed that topic in executive session, without taking any votes.*

#### **10-6 Board Mini-retreat**

- Scheduled for Saturday April 15 (and dinner the night before)

#### **10-9 Next Meeting**

- Feb 22 on Zoom

Meeting adjourned