

# All Souls Church Unitarian Board of Trustees Meeting Minutes August 30, 2023

## Trustees

Name	Present	Absent
Alan Abramson	x	
Pam Coukos	x	
Sophia Fisher, Secretary	x	
Gretta Goodwin	x	
Maya Hermann, President	x	
Traci Hughes-Trotter, ex officio	x	
Brian Petruska, Treasurer	x	
Clair Null, Vice President	x	
Bill Sinkford, ex officio	x	
Justis Tuia		x

## Officers

Danielle Henry, Moderator

Brad Johnson, Assistant Treasurer

## Staff Present

None

## Guests Present

Carolyn Fowler-Smith

Erika Landberg

Gregory Ford

Nadine Bowdon

Jennifer Keller

Barry Finkelstein

Rev. Roberta Finkelstein

## Reports Received

- Executive Team Report
- Treasurer's Report

## Convening

The meeting was convened at 7:03 p.m.

## Chalice Lighting

Pam lit the chalice and shared a reading

## Monthly Theme Reflections

Traci shared a reflection on the monthly theme of interdependence

### 8-1 Approval of Agenda

- *Motion to approve agenda*
  - Approved without objection

### 8-2 Consent Agenda

- Meeting Minutes
  - June 14, 2023
  - August 2, 2023
  - Minor corrections to August 2 minutes:
    - i. Mark Traci as absent and remove two former members from the board roster
- Bank and investment account resolutions
  - *Motion to approve, seconded, approved without objection*

### 8-3 Discussion with Barry Finkelstein re Capital Campaign Feasibility

- Barry Finkelstein of Stewardship for US and Rev. Roberta Finkelstein gave an overview of their stewardship work and what a capital campaign is
- UU congregations do capital campaigns well
- Success
  - Project supports the mission and is popular
  - Strong and committed leadership
  - Leaders are enthusiastic, visible, and generous supporters
- Generosity → meaningful support you can be proud of
- 3 phases
  - Kickoff
  - Financial feasibility study
  - Campaign winter/spring 2024
- 3 major components
  - Water infiltration
  - Steeple repair
  - Paying off some/all of existing mortgage
- Total cost estimated at \$5M-8M depending on what is prioritized
- Congregations can usually raise 3-4.5x annual giving for a capital campaign
- How do we ensure that everyone feels like their contribution is meaningful?
  - 100% participation is key; make people feel like their gifts are meaningful
- Concern about capital campaign cutting into annual giving
  - Combining the two can be more efficient, a chance to talk to people about giving to both and convey message that annual giving is key even with a capital campaign going on
- Other funding sources?
  - Grants, historic buildings, alumni/former members
- Personal visit helped to frame/move the needle forgiving during the last campaign
- What is the time period the church would expect pledges?
  - Generally 3 years, sometimes 5. Going longer can result in falloff
  - 3 years is starting point; last ASC campaign was 5 years
- Concerns about capital campaign during a time of transition
  - Special session on how to speak to the campaign?

- Can be done under unusual circumstances
- Can be a community building effort
- People gather around the campaign

#### **8-4 Search Committee Update**

- The Search Committee met with the UUA and talked about the developmental search process
- Presentation
  - What is developmental ministry?
  - Set of 3-5 goals, term of 4-7 years
  - Phase 1
    - Establish goals
    - Congregational education
    - Write and submit congregational record to UUA
  - Phase 2
    - UUA take point, assembles list of candidates
    - ASC gets ready for interview process – form interview committee, develop interview questions
  - Phase 3
    - Interviews
    - Candidate selection/ranking
    - Offer/hiring process
- Search committee proposes to take the lead on the search process
- Only 60 days to work through the goals of the congregation?
  - Goal development discussed by the committee—don't have to be final, can be iterative
  - Lots of opportunity to talk to the congregation through the fall
- 6-8 candidates seems like a small number, will we find someone who suits?
  - Key is very well defined goals to address; 6-8 is actually large given the specificity of what ASC needs
  - Candidate pool is people who are looking for new jobs
- Expectation that the minister is here for several years, that they'll complete the goals before they move on, but the initial year contract is designed to give us what we need
- Goals should be related to church goals but more specific about dealing with conflict, staff transitions, etc.
- Motion the Board of Trustees affirms the Steering Committee's process, and plan on discussing goals at the September meeting; appoint Clair the Board of Trustees liaison to the Steering Committee.
  - *The motion passed unanimously*
- The Board expressed appreciate for the Steering Committee taking this on

#### **8-5 Proposed Approach to Assessing Progress Towards Church Goals**

- Rev. Bill gave an overview of the proposed approach
- Assessment process is this year's board's job
- Governance committee would like to be involved, needs to convene and determine role
- Could be exciting for the congregation to understand this is happening—how are we going to socialize this and help the congregation understand what we're doing?
  - Leadership letter (from the ET and BoT)
  - Sermon

- How are we bringing back pre pandemic traditions?
- Staff ranking of church goals and embodiment of them very closely track with BoT's ranking
- Motion 1: The Board will begin an initial implementation based on information from the ET on the five goals that are being considered now and will work to refine the assessment strategy as needed
  - *The motion passed unanimously*
- Motion 2: That the board establish a working group including the 8 Team, the Governance Committee, the Executive Team, and other board members as appropriate to develop recommendations on ways to assess progress on Goal #1 and Goal #4.
  - *The motion passed unanimously*

### **8-6 Excess Endowment Distribution**

- Quarterly distributions instead of annual distributions started in 2020
- Excess distributions ~\$247,051
- Some money came from Beckner, need to transfer money from the general endowment to reimburse Beckner
- Does this have to be a transfer?
  - Yes, there isn't enough otherwise to cover it
- Are there costs associated with transferring?
  - Transfer should be done in the least costly manner
- Can we ask the finance committee to look at the complicated and confusing setup and make it simpler?
  - Finance committee can look at how we invest the money we can change
  - Simplifying investments might not prevent this problem, but it could make it easier to identify a problem
- Why didn't the excess money raise any alarms?
  - Coded as investment income and not differentiated between what we expected and what we received, but it's hard to be sure)
- Not sure we should handle this retroactively
- Concerned about not sharing this with the congregation
  - Fiscal report offers an opportunity to share with the congregation
  - Going to have a massive impact on the church's operation costs this year
- If the BoT doesn't retroactively authorize, it'll need to be paid back out of operational funds
- Motion 1: That the Church transfer from the General Endowment to the Beckner Fund an amount at the lowest cost possible sufficient to cover the amount of excess distributions that otherwise would be attributed to the Beckner Fund.
  - Motion passed
- Motion 2: That distributions of 7.6% in FY 2021, 8.2% in FY 2022, and 7.2% in FY 2023 from the General Endowment be retroactively authorized by the Board.
  - Motion passed

### **6-7 Executive Team Report**

- Full complement of staff in the Music and RE programs
- Being in a transition period adds special challenge and may require a different ET/BoT relationship—ET requests a facilitated conversation with the BoT
- LDNC is leading on searching for a new Board member

After the Executive Team report, a recorded vote was taken for the motion to retroactively authorize the annual distributions of 7.6%, 8.6%, and 7.2% for FY2021, FY2022, and FY2023. The motion passed 8-0.

#### **6-8 Executive Session: Report on exit interviews with departing staff**

##### **Motion to adjourn**

- Approved without objection
- Meeting adjourned at 9:59 p.m.