

First Universalist Church Board of Trustees  
April 16, 2020  
Board Packet

Table of Contents

April Meeting Agenda.....	1
First Universalist Mission and Visionary Goals.....	2
March Board Meeting Minutes .....	3-6
Ordination Request .....	7
Sponsorship Request .....	8
Minister's Report .....	9-14
April Change Team Meeting Minutes .....	15
March Attendance .....	16
March Statistical Report .....	17
Using Choice Points to Advance Equity.....	18
2020-2021 Proposed Budget .....	19
Operating Budget with Pie Charts .....	20
Operating Budget Summary.....	21
Capital Campaign Budget Breakdown .....	22
Balance Sheet .....	23-24

**First Universalist Church of Minneapolis**  
**Thursday, April 16, 2020, 6:30 - 8:00pm**  
Meeting via Zoom (see info in footnote)<sup>1</sup>

**I. Call to Order and Agenda Approval (6:30)**

- Lighting of the Chalice:

*May this flame that burns before us light our way, informed by the wisdom of leaders gone before, and inspired by the trust that we have been given as stewards of this Church. May we have vision, compassion, and courage as we serve this congregation now and for the generations to come.*

- Embodied Reflection

**II. Consent Agenda (6:40)**

- **Approval** of March meeting minutes
- **Approval:** Ordination and Congregation Sponsorship Requests
- **Information:** Co-Senior Ministers Report
- **Information:** Change Team minutes
- **Monitoring:** Acceptance of attendance and membership numbers and trends
- **Monitoring:** Acceptance of staff and significant volunteer changes
- **Monitoring:** Staff Survey
- **Monitoring:** Financial Review/Protection of Assets

**IV. Shared Leadership (6:40 – 6:50)**

- Sabbatical Request
- Thank you notes

**V. Fiduciary Responsibility (6:50 – 7:50)**

- **Approve:** Annual Budget
  - *Use Choice Points:* What else could we do to make this equitable? What other choices could we make that would drive us toward visionary goals?
- **Inform:** 3 Year financial Plan

**Closing (7:50 – 8:00)**

**Adjourn (8:00)**

<sup>1</sup> Zoom MEETING: JOIN BY ENTERING THIS MEETING ID: 830 886 549 <https://stthomas.zoom.us/j/830886549>  
JOIN AUDIO BY TELEPHONE: +1 646 876 9923 US, 877 853 5247 US Toll-free

### First Universalist's Mission

In the Universalist spirit of love and hope, we give, receive, and grow.

### First Universalist's Visionary Goals

1. First Universalist is a faith community committed to a transformational spiritual path guided by Unitarian Universalism's theology and Seven Principles. Our worship, spiritual practices, and rituals unify us, challenge our assumptions, provide comfort, and connect us to the holy.
2. First Universalist is a multi-generational congregation where we connect to ageless wisdom, our ever-evolving religious tradition, listen for the call of love, and build meaningful relationships and community.
3. First Universalist is a multi-racial, multi-cultural, and intergenerational faith community of mutual caring and support where people bring all of who they are and welcome each other with joy. Our sense of who we are as a community of faith is ever expanding.
4. First Universalist is a faith community that acts with humility, bravery, and compassion to create a racially just and sustainable world.

### GPH Board Responsibilities

The Board has the ultimate fiduciary and policy-making authority for the Church with the exception of calling ministers and approving the annual budget, which are reserved to the congregation.

It is the Board's responsibility to articulate and develop the visionary goals statements, and to develop policies and practices that ensure accountability in achieving those ends

### Group Agreements

1. **Listen actively** -- respect others when they are talking.
2. **Speak from your own experience instead of generalizing** ("I" instead of "they," "we," and "you").
3. **Do not be afraid to respectfully challenge one another** by asking questions, but refrain from personal attacks -- focus on ideas.
4. **Participate to the fullest of your ability** -- community growth depends on the inclusion of every individual voice. For White participants and others with privilege, check in with yourself to make sure your silence is not perpetuating the status quo
5. **Share the air** - Notice if your voice is dominating the space, if so, talk less and encourage hearing from other voices, particularly those from more marginalized communities
6. **Instead of invalidating** somebody else's story with your own spin on her, their, and/or his experience, share your own story and experience.
7. Seek to **achieve resolution through deeper understanding** of each other's position -- try to move forward and walk out of the room being able to speak in one voice as a Board.
8. **Be conscious of body language and nonverbal responses** -- they can be as disrespectful as words
9. **Confidentiality** -- maintain appropriate confidentiality, respecting individual privacy and positions and comments on issues

**First Universalist Church of Minneapolis**  
**March 19, 2020**  
**Board Meeting by Zoom**  
**6:30 – 9:00**

*Participants: Richard Spratt, Keven Ambrus, Kristin Siegesmund, Ben Miles, Christa Anders, Dan Moriarty, Bryana French, Daryn Woodsen, Eric Cooperstein*

*Staff: Jen Crow, Arif Mandami, Lauren Wyeth, Ruth MacKenzie*

**I. Call to Order and Agenda Approval**

- a. Lighting of the Chalice
- b. Group Agreements
- c. Reading and Reflection

**II. Consent Agenda**

- a. Approval of February meeting minutes
- b. Monitoring: Acceptance of attendance and membership numbers and trends
- c. Monitoring: Acceptance of staff and significant volunteer changes
- d. Information: Co-Minister Report

MOTION to approve the consent agenda. APPROVED.

**III. Ordination Request**

- a. Ordination Request: AJ Galazen submitted a request to Chair Bryana French to have First Universalist serve as his official ordaining congregation. After a brief discussion, the Board declined to accept this request.

**IV. Leading During the Pandemic**

Reverend Crow shared her background strategies and principles. They are relying a lot on the work of [Adrien Maree Brown](#) (See: [Emergent Strategies](#)). Letting go of perfection and focusing on the relationships, trusting each other, including the congregation; you are always enough and you are never enough and that is good enough. Staff talks a lot about taking care of one self and each other. How do we keep staff as physically healthy as possible and how can we keep getting them paid while they are doing the work?

We are moving to online worship – Sundays at 10 and Wednesdays at 7. There are online circles as well. There is a survey that they are asking people to fill out to make sure people have what they need. Around the edges of worship there is a team of people helping people get online with Zoom. They will be doing a second survey re spiritual needs and resources. Trying to start a series of identity groups and creating infrastructure so that people can have more opportunities to connect in the ways that we have available.

Religious education is thinking about doing things totally different and an opportunity to show up in the ways that we teach about showing up. What do we do with the milestone curriculum like Coming of Age? How do we make those happen in a meaningful way?

The building is closed except for Southside Child Care. Facilities staff is on hand at night AFTER people leave. Sunday and Wednesday services are being filmed in the Cummins Room with as few people as possible.

There are real needs to support people with basic needs including food. People are going to be needing help with rent and mortgages. We have a small amount of money for emergency financial support.

They are also figuring out how to do pastoral care and spiritual care when it is not possible to be together. People are experiencing the normal things – surgeries, diagnosis and other needs. We need to figure out how to handle memorial services and how to help people with death. How will we care for each other? It is heartbreaking and will be hard and a lot for people to carry.

We are needed and people are finding us and are grateful. The little Friday night service has had 1,400 views which is more than we ever get in the pews!

Jen will be gathering lay leaders and reminding them of the principles – how do we keep ourselves connected to each other, how do we keep a racial justice lens, how do we not retrench backwards?

Some people cannot afford their wi-fi right now. NOTE: Minneapolis is offering free wi-fi for the city of Minneapolis so that children can have access for learning.

Through April 1, everyone will be paid as if they were working as they were scheduled to work. The only people who are not working their full hours are the facilities staff.

If we can say definitively that we are NOT going into our building, then we could have the facilities staff do this now. They could start packing and working now. The Board was in agreement that it is fine to say we are NOT going back into the building into after the renovations.

How do we have this experience change us? How can we be creative? Is there a need for the Board to meet more often? We need to have a new vision of where we are as a Board so that we are not just meeting to not feel anxious. This is an opportunity to be what we want to be. It is only one week in!! Slow down, breathe, hydrate, listen. It is really hard to do.

## **V. Budgeting in a Time of Pandemic**

### **Tentative 2020-21 Budget Assumptions**

## **Income**

- Increase expected pledge loss to 10%, no increase in total, -\$58,000
- Reduce legacy fund contribution by \$5,000
- No major tenant - \$110,000

## **Expenses**

- Salaries to capital campaign- \$50,000 (all facilities hours over the summer, all prep, move out, move in hours for all staff)
- \$5,000 to reserves
- Increase to UUA annual fund gift
- Increase Racial Justice funding line to \$12,500
- Innovation fund
- New music/theatre position added to worship staff to support multi/multi/multi visionary goal - \$15,000
- Staffing - Arif to full-time, ½ of intern package paid out of operating budget ½ from Cummins Internship Fund, Karen stay on at ¼ time; key salary increases to bring staff closer to in fair compensation range; 3% cost of living increases to all other staff
- New database - increase of \$6000
- Decrease in utilities, janitorial supplies, paper, etc.

## **3-Year Budget**

It's too soon to tell how things are going to play out. We'll forecast out 3 years when we present a budget to the board in April.

Given COVID-19, we are expecting a loss of pledge income/annual giving. The Board suggested that we need to prepare best and worst case scenarios. There need to be a range of income loss and projected - 10% to 15% to 25% or more.

We need to cover our commitments but we really ought not take on any new commitments.

The biggest risk is the unknown with pledges and our current environment. As we get more data, and more things become apparent, then we can make the best choice. We agreed to do a budget and then do a forecast on a quarterly basis based on the new known things that are now known.

We need to make sure we center equity and ask the pertinent questions: are we trying to change things or are we trying to just keep things the same? We are likely going to have to cut existing things not just not add new things. How do we retain our ability to push forward our mission and vision in the most equitable way?

The plan has been to not layoff custodial staff over the summer because there are things that they can do.

We have to also think about the likelihood of the full capital campaign pledges not coming in in light of COVID-19. We have about 50% of the capital campaign budget already in but the remainder is outstanding. We are moving toward guaranteed maximum price with the contractor. Chelsea and the architect are hustling really hard to get all of the permits pulled and in place before city offices start closing. We may be forced to pause even though we don't want to.

Keven and Jen will put together a revised forecast for the operating budget and the capital campaign. The Board will need to end our April board meeting with a budget that we can share with the congregation and then approve in our May meeting. Board plans to meet in two weeks for a special budget meeting with these forecasts presented.

## **VI. Nominating Committee and Leadership for Next Year**

We should consider the Change Team's recommendation that we consider a bylaws change so that the Board would nominate the members of the Nominating Team.

Nominating Team is currently accountable to the Congregation. The Board is accountable to the Visionary Goals. The question is whether the Nominating Committee should be appointed by the Board or the Congregation. The Board appoints a Chair and then the Nominating Committee chooses the slate which has to be approved by the congregation. What is unusual is to have a Nominating Committee which is not accountable to the Board.

We need to also consider the other recommendations of the Change Team that get at more institutional issues.

How do we really tap into our congregation to get the people we want? How do we find people who will step forward and do the work? It is really hard to find people to serve and volunteer. Changing the bylaws may not make the problem of finding people to step up.

We need to have a both/and approach. We need to focus on racial justice, find the people we need, and try to change the institution.

We need to take a look at the racial justice rubric at our next meeting.

## **VII. Sanctuary**

Good news regarding update regarding family living in sanctuary – this week they purchased and moved into their own home!!

## **VIII. Adjournment**

The Chair adjourned the meeting at 9:18 pm.



Bryana French <bryana.french@gmail.com>

## requesting that First Universalist consider ordaining me

4 messages

Arif Mamdani <arif@firstuniv.org>  
To: Bryana French <bryana.french@gmail.com>  
Cc: Jennifer Crow <jen@firstuniv.org>

Fri, Apr 3, 2020 at 9:31 AM

Dear Bryana,

I doubt any of us expected to be trying to do church during a global pandemic, but here we are. Thank you so much for your clear and steady leadership, and the sense of humor you bring to our meetings - it has been a pleasure to work with you in this strange time, and I am grateful for your leadership.

I'm writing this morning because having recently and successfully completed my interview with the Ministerial Fellowship Committee, I am writing to formally request that First Universalist Church of Minneapolis be my ordaining congregation, and that we seek to schedule my ordination at a time that works with the overall church calendar once we are safely able to gather in groups again.

My call to ministry came out of and has been nurtured by this congregation, and I would dearly love for First Universalist to be the congregation that formally recognizes my ministry.

Thanks for your consideration,  
Arif

--

Arif Mamdani  
he/him/his  
Director of Membership and Adult Ministry  
First Universalist Church of Minneapolis  
[3400 Dupont Avenue S.](#)  
[Minneapolis, MN 55408](#)  
(612) 825-1701 x124

I am typically available 10AM–6PM, Tuesday – Thursday.  
The Church office is closed on Fridays and Saturdays.



To the Board of First Unitarian Universalist:

Since I first tentatively walked up the steps of First, greeted by a warm smile and a bright yellow shirt, I have felt myself more and more drawn into this amazing community. I came first to worship, then to speakers and workshops, I took a class with Rev Karen, I crafted worship with Revs Ruth and Justin, I went to coffee and had inspiring encouraging conversations with Rev Jen and Arif, and somewhere along the way, quietly and steadily, this place became a home for my spirit.

Alongside the generous and tender community here, I have been able to not only tell my story but to reimagine and rewrite it, and it is for this reason that I come to you today. Through my involvement as a worship participant and leader, a small group member and leader, a speaker and a listener and one who is connected to the people and wisdom of this magnificent place, I have heard the call once again to explore ministry.

It is because the support and encouragement of the incredible ministers and community of First U that I am able to walk into this wilderness once again, to face what I wanted to leave alone and to listen to where love might be calling me next.

I am asking for your support and formal Congregational Sponsorship as I follow this calling. I have begun the process for Unitarian Universalist ordination so that I might more fully live out the love that is the spirit of the church, and the service that is its law.

I undertake this calling and process with humility and curiosity – unsure of where it may lead, only knowing that this pull comes from someplace deep within and infinitely beyond myself. I see this not the beginning of a journey but of a continuation of one. In so many ways, First U has already been a congregation of sponsorship for me, allowing me to speak and teach and lead and learn and grow. In so many ways, this process of ordination isn't just starting but is a continuation of what the divine has been orchestrating throughout my life.

I am deeply grateful to have been drawn to this place, to have stumbled in unaware of what a profound effect it would have on me. You are all, indeed, the people of love and hope, and my life has been changed because of it.

It has indeed been my privilege to be so changed by this church, and I sincerely hope that as an aspirant and candidate for ordination, I will be able to give back to this community in more and more ways after all it has given me.

I thank you deeply for your consideration of Congregational Sponsorship.

Gratefully yours,

Stephanie Vos  
April 9, 2020

**Co-Senior Minister Board Report**  
**April 2020**  
**Rev. Jen Crow**

**I. Monitoring Items**

**A. Staff and Volunteer Changes**

There have been no staff or volunteer changes.

**B. Financial Condition, February 2020**

Overall, we are well ahead of budget.

- Giving continues to exceed budget despite a roughly 10% reduction in gifts for February.
- Southside continues to be behind in rent.
- Fundraising and program expenses appear high, but that is due to Senior High Trips and YCE (no net impact).
- In general, expenses are at or below budget across the board.

**C. Staff Survey (postponed from February)-** This survey will take place in May, as it has for the last several years, and results will be reported at the May board meeting.

**D. Annual Budget and 3-Year Financial Plan -** A draft 3-year budget will be provided at the Board meeting.

**Proposed 2020-21 Operating Budget**

Due to the unprecedented and unpredictable economic circumstances we find ourselves in, we have prepared 3 budget scenarios for our 2020-21 Operating Budget this year. Attached you will find budgets that reflect our Best, Expected, and Worst Case Scenarios.

As is always the case, giving to the congregation is our main source of income and the main driver of our budget. This is especially true as we are unable to rent significant space in our building as we move forward with building renovations and as we are unsure when we will be able to gather in our building again. As of Monday, 4/13/20, without any significant efforts to close the annual giving campaign, we have \$905,000 in annual gifts pledged for 2020-2021. In the next two weeks, we will launch an intensive effort to reach out to those who have not yet let us know about their annual gifts and to ask people to share a portion of their stimulus checks with the church if they are able. We expect to close the spring portion of the Annual Giving Campaign by May 20th, and re-open it again for a mini-campaign in the fall.

Our operating budget is a tangible expression of our values, our vision, and our mission. The budgets presented continue to focus on:

- Responsible financial stewardship

- Maintaining the staffing levels needed to care for our congregation and our community
- Continuing progress toward our visionary goals, especially our third Visionary Goal which states that **First Universalist Church is a multi-racial, multi-cultural, and intergenerational faith community of mutual caring and support where people bring all of who they are and welcome each other with joy. Our sense of who we are as a community of faith is ever-expanding.**

Our Expected Case Budget offers a balanced budget even with a significant drop in income. It provides staffing levels sufficient to care for our congregation and community, welcomes a ministerial intern of color (Barrington Walker), and adds a half-time ministry position (Julica Hermann de la Fuente) that supports general ministry needs and allows us to enhance our own racial justice work while also becoming a resource for the wider Unitarian Universalist movement. Julica currently provides coaching for a number of Unitarian Universalist religious professionals in the areas of racial justice, multi-cultural and multiracial staffing and programming. She would bring her coaching practice into her work with us, thereby creating a new income stream and planting the seed of our dreamed of Racial Justice Learning Center within First Universalist Church. In this budget, we continue funding for Racial Justice programming at the level of \$10,000/year and maintain our current level of commitment to the UUA's annual program fund. Even in challenging economic times, we continue to bring our creativity and commitment to bear as we live into our vision racial justice.

#### **Best case scenario**

- Annual giving, donations and fundraising stay even with the budget from 2019-20, and we see a very generous Close the Gap effort (\$60,000).
- We receive the expected Payroll Protection Plan forgivable loan in the amount of \$133,000.
- We receive the already awarded \$10,000 ministerial internship grant from the UUA, and utilize funds from the Cummins Internship Fund to pay for the balance of the cost to have a ministerial intern for the year. (\$41,000 total)
- Staff continue to allocate hours to the capital campaign budget for all work done to prepare for and accomplish building renovation projects (\$40,000).
- We are able to rent space in the building for smaller groups during the year. (-\$117,500)
- We initiate a new revenue stream as we begin offering coaching services to UU congregations and institutions on creating and leading multi-cultural, multi-racial congregations and staff teams. (\$9,000)
- Salaries and benefits go up to accommodate bringing on a full-time ministerial intern of color, maintaining staff as required by the PPP forgivable loan, accounting for increased health insurance costs, providing incremental increases to staff who have achieved significant professional milestones (Arif's upcoming ordination, Lauren's master's level credentialing) in positions where salaries are well below the minimum salary range, eliminating a full-time ministry position (Rev. Ruth's retirement), and adding a half-time ministry position for a person of color that supports general ministry needs and allows us to enhance our own racial justice work while also becoming a resource for the wider Unitarian Universalist movement. (\$-33,775)

- Program, administrative, and building expenses are reduced significantly because we do not have a major tenant and we cannot meet in person for some time. (\$51,000)
- Our Best Case Scenario predicts a surplus budget of \$181,000.

### **Expected Case Scenario**

- Annual giving, gifts and donations are reduced by 10% from the 2019-20 operating budget. (-\$116,500)
- We see a generous Close the Gap effort, just not as generous as in our Best Case Scenario. (\$40,000)
- We receive the expected Payroll Protection Plan forgivable loan in the amount of \$133,000.
- We receive the already awarded \$10,000 ministerial internship grant from the UUA, and utilize funds from the Cummins Internship Fund to pay for the balance of the cost to have a ministerial intern for the year. (\$41,000 total)
- Staff continue to allocate hours to the capital campaign budget for all work done to prepare for and accomplish building renovation projects. (\$40,000)
- We are able to rent space in the building for smaller groups for half of the year. (-\$120,000)
- We initiate a new revenue stream as we begin offering coaching services to UU congregations and institutions on creating and leading multi-cultural, multi-racial congregations and staff teams. (\$9,000)
- Salaries and benefits go up to accommodate bringing on a full-time ministerial intern of color, maintaining staff as required by the PPP forgivable loan, accounting for increased health insurance costs, providing incremental increases to staff who have achieved significant professional milestones (Arif's upcoming ordination, Lauren's master's level credentialing) and staff in positions where salaries are well below the minimum salary range, eliminating a full-time ministry position (Rev. Ruth's retirement), and adding a half-time ministry position for a person of color that supports general ministry needs and allows us to enhance our own racial justice work while also becoming a resource for the wider Unitarian Universalist movement. (\$35,775)
- Program, administrative, and building expenses are reduced, expecting that we will not gather in person until September of 2020. (\$36,000)
- The Expected Case Scenario predicts a balanced budget and would not require us to draw on reserves.

### **Worst Case Scenario**

- Annual giving, gifts and donations are reduced by 20% from the 2019-20 operating budget. (-\$233,000)
- We see a generous Close the Gap effort, just not as generous as in our Expected Case Scenario. (\$20,000)
- We do not receive the expected Payroll Protection Plan forgivable loan in the amount of \$133,000.

- We receive the already awarded \$10,000 ministerial internship grant from the UUA, and utilize funds from the Cummins Internship Fund to pay for the balance of the cost to have a ministerial intern for the year. (\$36,000 total)
- Staff continue to allocate hours to the capital campaign budget for all work done to prepare for and accomplish building renovation projects. (\$40,000)
- We are not able to rent space in the building all year. (-\$126,000)
- We initiate a new revenue stream as we begin offering coaching services to UU congregations and institutions on creating and leading multi-cultural, multi-racial congregations and staff teams. (\$9,000)
- Salaries and benefits go up to accommodate bringing on a full-time ministerial intern of color, maintaining staff as required by the PPP forgivable loan, accounting for increased health insurance costs, providing incremental increases to staff who have achieved significant professional milestones (Arif's upcoming ordination, Lauren's master's level credentialing) and staff in positions where salaries are well below the minimum salary range, eliminating a full-time ministry position (Rev. Ruth's retirement), and adding a half-time ministry position for a person of color that supports general ministry needs and allows us to enhance our own racial justice work while also becoming a resource for the wider Unitarian Universalist movement. (\$40,275)
- Program, administrative, and building expenses are not realized to the extent we expect. (-\$7,000)
- The Worst Case Scenario predicts a deficit of \$270,000 and would require us to draw upon contingency reserves and make significant staff changes and other adjustments mid-year.

## **II. Informational Items**

### **A. Covid-19 Response**

Staff and volunteers continue to adjust and bring their creativity to bear to meet the needs of our congregation and community during these unprecedented times. Worship has moved online, and will continue to take place twice a week on Wednesdays and Sundays. A number of identity-based groups have begun (health care workers, single parents, parents of young children, BiPoc multi-racial youth group, Young Families Story Time, parents of middle schoolers,) while others (Coming of Age, Soul Matters, Spiritual Practice Circles, Calming Circle, etc.) continue online. Worship attendance has been higher than ever and online giving to our offering has increased.

Pastoral care needs have increased significantly, and we have re-oriented our staff and volunteers to provide phone-based and online support. We are also providing:

Love baskets: These baskets will go out to those among us who could use a boost of love and care, customized for the particular needs of different people. We expect baskets will go out to people who are grieving a loss, people who have a loved one in the hospital, people who are sick, and parents who might be struggling during the pandemic.

Meal-trains: Giving and receiving meals is one tangible way we continue to share our resources and our love with each other.

Congregational Connections: Over the next few weeks, Congregational Connectors will be reaching out to every church member and friend to check-in and connect. They will offer a listening ear and a comforting presence as they extend the love of First Universalist to each of us.

Minister's Emergency Fund: Unemployment is at a new high and financial insecurity is the reality for many of us right now. The Minister's Emergency Fund is here to assist church members and friends in financial need.

### **B. Sabbatical Request for Rev. Crow**

At the end of June 2020, I will have served First Universalist Church for 8 years. I love this community and I love doing ministry with you all. The Universalist message of love and hope and this church's push for racial justice and dismantling white supremacy culture inspire me and encourage me to grow. I hope to continue to serve with you for many years to come.

Each year, your ministers earn one month of sabbatical time. Sabbatical time can accrue up to, but not beyond 6 months. Thus far, I have taken 3 months of sabbatical time at the rate of one month per year in 2017, 2018, and 2019, and at the end of June 2020 I will have a balance of 5 months of sabbatical time. I would like to take a total of 3 months of sabbatical time in the 2020-21 church year. I'd like to take this time in November and December of 2020, two weeks in January 2021, and two weeks in June of 2021. I have a contract with Broadleaf Books for a spiritual memoir, and the first draft of the manuscript is due on January 15, 2021. I plan to use my sabbatical time for rest and writing, and I look forward to celebrating my book launch with the congregation.

### **C. Arif's ordination request and Stephanie Vos' request for congregational sponsorship**

I am delighted that Arif Mamdani has been welcomed into ministerial fellowship by the Unitarian Universalist Association and that he has asked First Universalist to be his ordaining congregation. This is a great honor for us, and the clergy and staff of First Universalist wholeheartedly support Arif's request to the congregation for ordination.

I am also delighted that Stephanie Vos has requested congregational sponsorship from First Universalist as she continues to explore ordination as a Unitarian Universalist minister. Stephanie is an active member and leader in our church, and the clergy of First Universalist wholeheartedly support Stephanie's request for congregational sponsorship.

### **D. Building Renovations**

We continue to move forward with pricing and planning for our upcoming building renovations, now separated into 2 phases with Phase 1 beginning this summer and Phase 2 beginning when we have received all remaining capital campaign pledges. Our Building Team continues to work together with our project manager to determine which items will be included in Phase 1 of the project. We are very grateful to all of our donors who have accelerated their contributions to ensure that we have as much capital as possible to work with this summer.

CHANGE TEAM MEETING  
APRIL 2, 2020  
6:30-8:00

The BOT Change Team met via zoom on April 2. Present: Richard Spratt, Sarah Hedge, Kayci Rush, Ben Miles, Karin Wille, Jen Crow

Richard opened the meeting with a quote from Dr. Martin Luther King, Jr. - "The time is always right to do what is right."

There was a brief discussion/update about the zoom building renovation meetings the prior Thursday and Sunday. Jen noted the feedback was generally positive, with the biggest concern around the coatrooms. Richard expressed a concern about worker safety issues, citing a recent NYT article. Jen noted that part of the reprioritization process will help determine what's safe.

Ben reported on the Nominating Committee, as he is the Board appointed member this year. There is ongoing concern on the part of the CT as to whether church leadership (e.g., Board, CT, NomCom, RJET, FAC, etc.) hold a shared and common understanding of what "racial justice" means. The CT recommends that training be provided to, at a minimum, Board and NomCom members about racial justice, to help create a common understanding.

Given all that is going on now, the CT recommends that the training begin in the fall. There was discussion about whether RJET could do the training or whether an outside consultant would need to be retained. Karin volunteered to talk to Lark Weller, chair of RJET, about that. Ben and Sarah are interested in working on this also. (Note to CT: I have talked to Lark - email to follow).

The CT also discussed how it and the Board could work together more effectively. Team members observed it seemed clear at the two recent large RJ gatherings (December and March) that Visionary Goal 3 and 4 guide our aspirations for racial justice but don't provide a framework for getting there. Jen noted the framework is held by the Minister's Work Plan and that the accountability comes from the Board's review (at the beginning, middle and end of the church year) of the first the Plan itself, then progress toward completion.

Everyone agreed that adopting a racial justice rubric - an action plan specific to racial justice issues within every area of the church - would help us achieve our VGs. Jen noted the staff was ready to adopt a rubric but that Arif and Karen wanted to expand on it to better reflect POCI on staff and in the congregation. That work got sidetracked with ministerial leaves and COVID. Jen's current goal is to get the rubric adopted by the end of the church year in June.

The CT expressed strong support for the Board's use of Choice Points in developing the budget this year, recognizing that hard choices may have to be made.

Karin Wille, Recorder



<b>March Attendance</b>											
						<b>2020</b>				<b>2019</b>	
<b>Adults</b>		<b>Wed.</b>	<b>9:30 AM</b>	<b>10:00 AM</b>	<b>11:15</b>			<b>9:30 AM</b>	<b>11:15</b>		
1st week			215		204	419		221	204	425	
2nd week			198		198	396		138	149	287	**
3rd week*		115		285		400		203	196	399	
4th week		120		505		625		270	233	503	
5th week				?				144	156	300	
Monthly Total		235	413	790	402	1840		976	938	1914	
<b>Average for March</b>		<b>118</b>	<b>206</b>	<b>395</b>	<b>201</b>	<b>460</b>		<b>195</b>	<b>188</b>	<b>383</b>	
<b>RE</b>											
1st week			204		182	386		183	114	297	
2nd week			165		175	340		116	104	220	**
3rd week*				82		82	**	206	121	327	
4th week				90		90	**	163	93	256	
5th week				?		?		49	32	81	*
Monthly Total			369	172	357	898		717	464	884	
<b>Average for March</b>			<b>92</b>	<b>86</b>	<b>89</b>	<b>225</b>		<b>179</b>	<b>116</b>	<b>221</b>	
<b>Combined Average</b>			<b>298</b>	<b>481</b>	<b>290</b>	<b>685</b>		<b>374</b>	<b>304</b>	<b>604</b>	

\* Began online worship due to Coronavirus

\*\* total number of RE participants, preK-HS

\*Spring break, no RE. Childcare only.

\*\* snow or extreme cold

**2020 Statistical Report  
March 2020  
Board Meeting April 16, 2020**

**MEMORIAL SERVICES: 0**

**MARRIAGES/SERVICES OF COMMITMENT: 1**

Bevis/Bell, March 7

**MEMBERS FOR APPROVAL: 11**

Susannah Marshall

Rebecca Donley

Jackie Haviland

Chris Lunde

Jan Hamilton

Allison Bell

Chris Apgar

Kristi Hanson

Henry Helgen

Michael Jischke

Jason Caddy

**MEMBERS REINSTATED: 0**

**MEMBERS FOR REMOVAL: 6**

Gretchen Pinsonneault, prefers smaller UU church in the area

Michael Estomba, asked to be removed

Rebecca Larabee, moving out of state

Phillip Dexter Johnson, deceased March 3

Susan Jack, deceased March 31

Kay Schwie, deceased March 31

**CHILDREN DEDICATED: 0**

	To Date	End of Year Totals			
MEMBERS JOINED	2019-2020	2018-2019	2017-2018	2016-2017	2015-2016
(Fiscal Year)	17	81	66	109	54
TOTAL MEMBERS:	1076	1058	1049	1,011	934

**Total members as of the last meeting: 1061**

To be added: 11

To be removed : 6

**TOTAL MEMBERS: 1066**



## Using Choice Points to Advance Equity

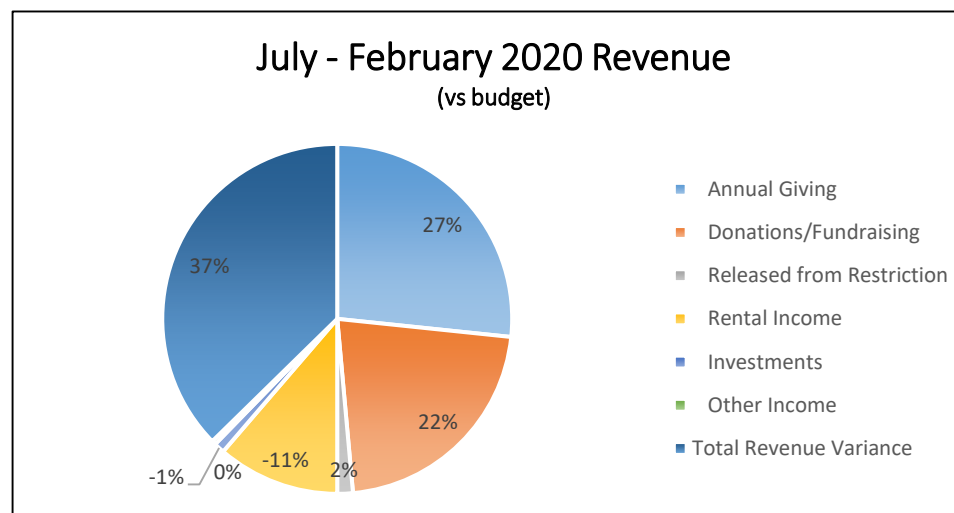
1. **Identify a Choice Point:** What is one of your points of opportunity to make or influence a decision that may affect equitable outcomes?
  
2. **Assess Impacts:** What are the impacts of current decisions and actions that may be unintentionally reinforcing bias, barriers or inequities?
  
3. **Generate Options:** What are some alternative action options that could produce different outcomes? (Try to generate several of them.)
  
4. **Decide Action:** Which option will generate the most leverage, momentum or gain towards advancing equity and inclusion?
  
5. **Change Habits:** What reminders or “equity primes” can be structured into you routine practices and protocols to make equity an ongoing priority and habit? What relationships, supports, incentives or accountability measures could help?

**First Universalist Church of Minneapolis  
2020-2021 Proposed Budget**

Headings and Account	2019-2020 Annual Budget	2020-2021 Proposed Annual Budget			Best	Variance Expected	Worse
		Best	Expected	Worse			
<b>Revenue</b>							
<b>Support</b>							
Annual Giving	\$ 1,118,400.00	\$ 1,118,400.00	\$ 1,001,900.00	\$ 885,400.00	\$ -	\$ (116,500.00)	\$ (233,000.00)
Donations/Fundraising	\$ 196,200.00	\$ 408,200.00	\$ 366,100.00	\$ 196,000.00	\$ 212,000.00	\$ 169,900.00	\$ (200.00)
Released from Restriction	\$ 100,000.00	\$ 166,866.80	\$ 166,866.80	\$ 166,866.80	\$ 66,866.80	\$ 66,866.80	\$ 66,866.80
<b>Support</b>	<b>\$ 1,414,600.00</b>	<b>\$ 1,693,466.80</b>	<b>\$ 1,534,866.80</b>	<b>\$ 1,248,266.80</b>	<b>\$ 278,866.80</b>	<b>\$ 120,266.80</b>	<b>\$ (166,333.20)</b>
<b>Earned Revenue</b>							
Rental Income	\$ 140,700.00	\$ 23,400.00	\$ 20,400.00	\$ 14,900.00	\$ (117,300.00)	\$ (120,300.00)	\$ (125,800.00)
Investments	\$ 18,250.00	\$ 11,406.25	\$ 9,125.00	\$ 6,843.75	\$ (6,843.75)	\$ (9,125.00)	\$ (11,406.25)
Other Income	\$ 3,333.00	\$ 12,333.00	\$ 12,333.00	\$ 3,333.00	\$ 9,000.00	\$ 9,000.00	\$ -
<b>Earned Revenue</b>	<b>\$ 162,283.00</b>	<b>\$ 47,139.25</b>	<b>\$ 41,858.00</b>	<b>\$ 25,076.75</b>	<b>\$ (115,143.75)</b>	<b>\$ (120,425.00)</b>	<b>\$ (137,206.25)</b>
<b>Revenue</b>	<b>\$ 1,576,883.00</b>	<b>\$ 1,740,606.05</b>	<b>\$ 1,576,724.80</b>	<b>\$ 1,273,343.55</b>	<b>\$ 163,723.05</b>	<b>\$ (158.20)</b>	<b>\$ (303,539.45)</b>
<b>Expenses</b>							
Personnel Expenses	\$ 1,147,518.85	\$ 1,181,294.50	\$ 1,183,294.50	\$ 1,187,794.50	\$ 33,775.65	\$ 35,775.65	\$ 40,275.65
Program Expenses	\$ 71,150.00	\$ 65,850.00	\$ 67,150.00	\$ 70,900.00	\$ (5,300.00)	\$ (4,000.00)	\$ (250.00)
Administrative Expenses	\$ 83,850.00	\$ 73,350.00	\$ 79,250.00	\$ 86,200.00	\$ (10,500.00)	\$ (4,600.00)	\$ 2,350.00
Building & Grounds	\$ 163,702.00	\$ 129,952.00	\$ 138,752.00	\$ 154,702.00	\$ (33,750.00)	\$ (24,950.00)	\$ (9,000.00)
Other Expense	\$ 109,758.06	\$ 108,103.14	\$ 108,258.06	\$ 109,212.98	\$ (1,654.92)	\$ (1,500.00)	\$ (545.08)
<b>Expenses</b>	<b>\$ 1,575,978.91</b>	<b>\$ 1,558,549.64</b>	<b>\$ 1,576,704.56</b>	<b>\$ 1,608,809.48</b>	<b>\$ (17,429.27)</b>	<b>\$ 725.65</b>	<b>\$ 32,830.57</b>
<b>Net Total</b>	<b>\$ 904.09</b>	<b>\$ 182,056.41</b>	<b>\$ 20.24</b>	<b>\$ (335,465.93)</b>	<b>\$ 181,152.32</b>	<b>\$ (883.85)</b>	<b>\$ (270,708.88)</b>

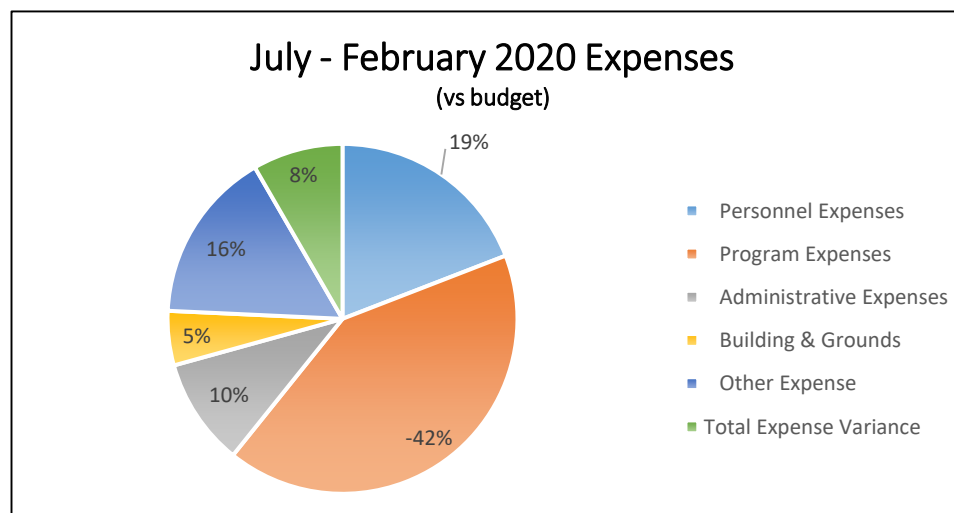
**First Universalist Church of Minneapolis**  
**Year to Date Performance**  
**July to February 2020**

Revenue Summary	Variance
Annual Giving	\$ 66,320.08
Donations/Fundraising	\$ 54,521.03
Released from Restriction	\$ 3,583.37
Rental Income	\$ (28,131.93)
Investments	\$ (2,443.17)
Other Income	\$ (953.46)
<b>Total Revenue Variance</b>	<b>\$ 92,895.92</b>



Expense Summary	Variance
Personnel Expenses	\$ 14,261.58
Program Expenses	\$ (31,069.11)
Administrative Expenses	\$ 7,416.59
Building & Grounds	\$ 3,747.96
Other Expense	\$ 11,872.08
<b>Total Expense Variance</b>	<b>\$ 6,229.10</b>

<b>Net Total</b>	<b>\$ 99,125.02</b>
------------------	---------------------



**First Universalist Church of Minneapolis**  
**Analysis of Revenues & Expenses**  
**July to February 2020**

<b>Headings and Account</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
<b>Revenue</b>			
<b>Support</b>			
Annual Giving	\$ 795,476.57	\$ 729,156.49	\$ 66,320.08
Donations/Fundraising	\$ 151,852.29	\$ 97,331.26	\$ 54,521.03
Released from Restriction	\$ 53,583.37	\$ 50,000.00	\$ 3,583.37
<b>Support</b>	<b>\$ 1,000,912.23</b>	<b>\$ 876,487.75</b>	<b>\$ 124,424.48</b>
<b>Earned Revenue</b>			
Rental Income	\$ 65,001.43	\$ 93,133.36	\$ (28,131.93)
Investments	\$ 9,723.47	\$ 12,166.64	\$ (2,443.17)
Other Income	\$ 1,268.54	\$ 2,222.00	\$ (953.46)
<b>Earned Revenue</b>	<b>\$ 75,993.44</b>	<b>\$ 107,522.00</b>	<b>\$ (31,528.56)</b>
<b>Revenue</b>	<b>\$ 1,076,905.67</b>	<b>\$ 984,009.75</b>	<b>\$ 92,895.92</b>
<b>Expenses</b>			
Personnel Expenses	\$ 750,601.59	\$ 764,863.17	\$ 14,261.58
Program Expenses	\$ 78,411.88	\$ 47,342.77	\$ (31,069.11)
Administrative Expenses	\$ 46,433.01	\$ 53,849.60	\$ 7,416.59
Building & Grounds	\$ 91,584.42	\$ 95,332.38	\$ 3,747.96
Other Expense	\$ 61,300.00	\$ 73,172.08	\$ 11,872.08
<b>Expenses</b>	<b>\$ 1,028,330.90</b>	<b>\$ 1,034,560.00</b>	<b>\$ 6,229.10</b>
<b>Net Total</b>	<b>\$ 48,574.77</b>	<b>\$ (50,550.25)</b>	<b>\$ 99,125.02</b>

**First Universalist Church of Minneapolis**  
**Analysis of Revenues & Expenses - Capital Campaign**  
**March 2020**

<b>Division</b>	<b>Total Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>YTD Variance</b>	<b>Total Variance</b>
<b>Revenues</b>					
Donations	\$ 4,664,680.59	\$ 3,059,350.73	\$ 3,070,423.76	\$ 11,073.03	\$ 1,594,256.83
Construction Loan	\$ 1,020,000.00	\$ -	\$ -	\$ -	\$ 1,020,000.00
<b>Total Revenues</b>	<b>\$ 5,684,680.59</b>	<b>\$ 3,059,350.73</b>	<b>\$ 3,070,423.76</b>	<b>\$ 11,073.03</b>	<b>\$ 2,614,256.83</b>
<b>Initial Project Expenses</b>					
<b>Expenses</b>					
Consultants	\$ 229,030.00	\$ 229,030.00	\$ 229,030.00	\$ -	\$ -
Printing/Supplies	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ -	\$ -
Launch Event	\$ 52,689.09	\$ 52,689.09	\$ 52,689.09	\$ -	\$ -
Architectural Pre-Work	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -
<b>Total Initial Project Expenses</b>	<b>\$ 291,719.09</b>	<b>\$ 291,719.09</b>	<b>\$ 291,719.09</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Expenses</b>					
<b>Expenses</b>					
Debt Retirement	\$ 649,151.38	\$ 649,151.38	\$ 649,151.38	\$ -	\$ -
Staff Salaries	\$ 94,783.53	\$ 78,131.12	\$ 79,783.53	\$ (1,652.41)	\$ 15,000.00
Tuckpointing	\$ 122,000.00	\$ 122,000.00	\$ 122,000.00	\$ -	\$ -
Flannery	\$ 2,273,759.00	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 2,273,759.00
Misc. Construction	\$ 160,304.26	\$ 40,793.26	\$ 40,793.26	\$ -	\$ 119,511.00
Owner Supplied Systems	\$ 213,100.00	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 213,100.00
Watershed Partners, Inc.	\$ 80,700.00	\$ 28,200.00	\$ 37,070.00	\$ (8,870.00)	\$ 43,630.00
Miller Dunwiddie	\$ 274,297.57	\$ 175,297.57	\$ 151,900.07	\$ 23,397.50	\$ 122,397.50
Misc. Consultants	\$ 33,000.00	\$ 10,100.00	\$ 3,100.00	\$ 7,000.00	\$ 29,900.00
Contingency	\$ 250,000.00	\$ -	\$ -	\$ -	\$ 250,000.00
Loan Principal	\$ 1,020,000.00	\$ -	\$ -	\$ -	\$ 1,020,000.00
Loan Interest	\$ 41,024.53	\$ -	\$ -	\$ -	\$ 41,024.53
<b>Total Project Expense</b>	<b>\$ 5,212,120.27</b>	<b>\$ 1,148,673.33</b>	<b>\$ 1,083,798.24</b>	<b>\$ 64,875.09</b>	<b>\$ 4,128,322.03</b>
<b>Total Expenses</b>	<b>\$ 5,503,839.36</b>	<b>\$ 1,440,392.42</b>	<b>\$ 1,375,517.33</b>	<b>\$ 64,875.09</b>	<b>\$ 4,128,322.03</b>
<b>Net Income</b>	<b>\$ 180,841.23</b>	<b>\$ 1,618,958.31</b>	<b>\$ 1,694,906.43</b>	<b>\$ 75,948.12</b>	<b>\$ 6,742,578.86</b>

**First Universalist Church of Minneapolis**  
**Balance Sheet**  
**February 2020**

Headings and Account	Current Balance (This Year)	Change in Balance
<b>Assets</b>		
<b>Current Assets</b>		
<b>Cash &amp; Cash Equivalents</b>		
Cash	\$ 809,481.22	\$ (8,672.12)
<b>Total Cash &amp; Cash Equivalents</b>	<b>\$ 809,481.22</b>	<b>\$ (8,672.12)</b>
<b>Investments</b>		
Schwab - Church Operating	\$ 847,621.82	\$ 3.75
Schwab - Church Reserve	\$ 343,610.80	\$ (11,972.05)
Schwab - Don Carter & Mary Carter	\$ 81,765.81	\$ (3,991.77)
Schwab - Legacy Fund	\$ 861,324.66	\$ (39,427.05)
Schwab - Temporarily Restricted	\$ 126,710.41	\$ (6,024.25)
Thrivent Mutual Funds	\$ 23,879.17	\$ -
<b>Total Investments</b>	<b>\$ 2,284,912.67</b>	<b>\$ (61,411.37)</b>
<b>Cash &amp; Cash Equiv - Foundation</b>		
Sunrise Bank - Foundation	\$ 11,275.50	\$ -
<b>Total Cash &amp; Cash Equiv - Foundation</b>	<b>\$ 11,275.50</b>	<b>\$ -</b>
<b>Investments - Foundation</b>		
Schwab - Foundation	\$ 1,596,065.16	\$ (75,766.26)
<b>Total Investments - Foundation</b>	<b>\$ 1,596,065.16</b>	<b>\$ (75,766.26)</b>
<b>Total Current Assets</b>	<b>\$ 4,701,734.55</b>	<b>\$ (145,849.75)</b>
<b>Other Current Assets</b>		
<b>Other Current Assets</b>		
Prepaid Expenses	\$ 10,708.28	\$ (3,810.71)
<b>Total Other Current Assets</b>	<b>\$ 10,708.28</b>	<b>\$ (3,810.71)</b>
<b>Total Other Current Assets</b>	<b>\$ 10,708.28</b>	<b>\$ (3,810.71)</b>
<b>Fixed Assets</b>		
<b>Fixed Assets</b>		
Accumulated Depreciation	\$ (2,438,538.30)	\$ -
Fixed Assets	\$ 4,182,876.63	\$ -
<b>Total Fixed Assets</b>	<b>\$ 1,744,338.33</b>	<b>\$ -</b>
<b>Total Fixed Assets</b>	<b>\$ 1,744,338.33</b>	<b>\$ -</b>
<b>Total Assets</b>	<b>\$ 6,456,781.16</b>	<b>\$ (149,660.46)</b>



<b>Liabilities &amp; Equity</b>			
<b>Other Current Liabilities</b>			
<b>Benefits Payable</b>			
Benefits Payable	\$	1,140.05	\$ (315.14)
Accrued Expenses	\$	15,024.47	\$ -
Deferred Revenue	\$	21,974.52	\$ 5,327.51
Misc Other Liabilities	\$	13,000.00	\$ -
<b>Total Other Current Liabilities</b>	<b>\$</b>	<b>51,139.04</b>	<b>\$ (6,515.33)</b>
<b>Total Other Current Liabilities</b>		<b>\$ 51,139.04</b>	<b>\$ (6,515.33)</b>
<b>Total Liabilities &amp; Equity</b>		<b>\$ 51,139.04</b>	<b>\$ (24,118.10)</b>
<b>Fund Principal and Excess Cash Received</b>			
<b>Fund Principal</b>			
<b>Undesignated Net Assets/Equity</b>			
Church Equity	\$	1,160,832.72	\$ (27,119.75)
<b>Total Undesignated Net Assets/Equity</b>	<b>\$</b>	<b>1,160,832.72</b>	<b>\$ (27,119.75)</b>
<b>Board Restricted Net Assets</b>			
Contingency Reserve	\$	271,109.21	\$ -
Legacy Fund	\$	890,730.50	\$ -
Memorials	\$	6,881.88	\$ -
<b>Total Board Restricted Net Assets</b>	<b>\$</b>	<b>1,168,721.59</b>	<b>\$ -</b>
<b>Temp Restricted Net Assets</b>			
Capital Campaign Fund (Current)	\$	1,694,609.43	\$ 33,727.27
Cummins Ministerial Fund	\$	236,718.48	\$ -
Foundation	\$	1,607,470.88	\$ -
Miscellaneous Funds	\$	1,746.22	\$ (6,052.71)
<b>Total Temp Restricted Net Assets</b>	<b>\$</b>	<b>3,540,545.01</b>	<b>\$ 27,674.56</b>
<b>Permanently Restricted</b>			
Don Carter Endowment	\$	50,000.00	\$ -
M E Carter Endowment	\$	14,000.00	\$ -
<b>Total Permanently Restricted</b>	<b>\$</b>	<b>64,000.00</b>	<b>\$ -</b>
<b>Total Fund Principal</b>	<b>\$</b>	<b>5,934,099.32</b>	<b>\$ 554.81</b>
<b>Excess Cash Received</b>			
Excess Cash Received	\$	471,542.80	\$ (635,584.54)
<b>Total Excess Cash Received</b>	<b>\$</b>	<b>471,542.80</b>	<b>\$ (635,584.54)</b>
<b>Total Fund Principal and Excess Cash Received</b>		<b>\$ 6,405,642.12</b>	
<b>Total Liabilities &amp; Equity, Fund Principal, &amp; Restricted Funds</b>		<b>\$ 6,456,781.16</b>	