

First Universalist Church Board of Trustees
March 16, 2023
Board Packet

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First Universalist Church of Minneapolis
Board of Trustees Meeting
March 16, 2023; 6:30-9:00
First Universalist Church
209 & [Zoom](#) (*multiplatform*)

I. Welcome (6:30-6:35)

- a. Call to Order and Agenda Approval
- b. Lighting the Chalice
 - i. *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.*

II. Executive Session (6:35 ~ 7:00)

- a. Somatic Practice - Grounding
- b. Spiritual Community Building - Rev. Arif

III. 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. *Monitoring*: Treatment of Staff

IV. Change Team Updates (7:00 ~ 7:10)

- a. Updates from Last Meeting

V. Visionary Goals Process (7:10 ~ 7:40)

- a. Congregational Engagement Timeline - Updates
- b. Updates on Scripts and Visionary Goal Process - Increase Accessibility
- c. Feedback on the Observer Role/Process
 - i. What has been going well?
 - ii. What has been challenging?
 - iii. What are possible comments we should have unified responses to?
- d. April Board Retreat Date

VI. Commitment To Beloved Community (Formerly Covenant Development Team) (7:40 ~ 7:50)

- a. Updates from Last Meeting

BREAK - 5 mins

V. Fiduciary Responsibilities (7:55 ~ 8:45)

- a. 2023-24 Budget Assumptions
- b. Fundraising Updates

VI. Nominating Committee (8:45 ~ 8:55)

- a. Request Board Liaison
- b. Future Thinking: In regards to term fulfillment, are the bylaws about terms adaptive enough to meet the reality of people's lives?

VII. Gratitudes (8:55-9:00)

VIII. Adjourn - 9:00

March Associate Minister's Report

Prepared by Rev. Arif Mamdani

March 16, 2023

Spiritual Grounding

Geologist Ruby McConnell says that

“One definition of life could be the persistence of organization against the inherent chaos of the universe. A physicist might hand you that definition, which is so like a poem — the poem of trying to persist.” More [here](#) and [here](#).

If life is the persistence of organization against the inherent chaos of the universe, then it could fairly be said that governance and leadership are the discipline and practice of persistence in community, so that a system's inherent chaos does not outweigh a system's efforts toward organization.

A few notes on definitions are helpful here:

In keeping with definitions from physics, by chaos, we mean:

- a) behavior so unpredictable as to appear random, owing to great sensitivity to small changes in conditions.
- b) the formless matter supposed to have existed before the creation of the universe.

It is worth remembering that according to one of our sacred texts, in the beginning, all was a formless void. A breath of life blew across this formless void and slowly gave rise to organization, order, and life.

So perhaps our collective work is to foster, align with, and help to grow the efforts of **life** toward greater organization for its own sake and against the energies of **not life**.

Where in your life and/or in church does this ring true for you? Where does it not?

Are “organization” and “chaos” culturally situated concepts, and what does that mean for our collective governance and leadership efforts?

Monitoring Items

Attendance and Membership Trends

Please see attached information.

Staff and Volunteer Transitions:

We have no transitions to share this month.

Monthly Financial Review from Brad Schmidt

Based on the recommendations of the Treasurer of the Board, Ben Miles, all released from restriction activity have been removed from the attached income statement. As a result, the revenues and expenditures shown in the attached report include activity for and against this year's operating budget.

As of January 2023 expenses exceed revenue by \$145,315.61. An improvement of \$45,500 in comparison to the end of December 2022. The posting of our annual legacy endowment payout is the primary reason for the improvement but January was also the first fiscal period where the Annual Giving variance to budget reduced. This is great news and reflective of the close the gap efforts that were made at the end of the calendar year. Expenditures continue to track as expected with a few exceptions in our utilities, software, child care and other expense categories. The hope and expectation is that our deficit will continue to lessen as we embark in our upcoming annual giving drive and continue to closely monitor expenses as we near the end of the fiscal year.

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- c. *Monitoring*: Acceptance of staff and significant volunteer changes
- d. *Monitoring*: Staff Work Plan Review

APPROVED

IV. Change Team Updates (7:00 ~ 7:20)

- a. Updates from Last Meeting
- b. Review Preliminary Findings

SUMMARY

CT is 3 people - Sarah, Bry, Charmange

See Change Team Slides

The Change Team Discussion shifted gears: 1st group did the rubric in the session. Going forward people took the survey on their own and then the facilitator highlighted the response.

Six groups/sessions

- 1. Staff
- 2. Racial Justice Education Leaders
- 3. Faithful Action Team
- 4. Environmental Justice Leaders

5. BIPOC Members & Families

6. Open Invitation

Legend: green - doing well

Orange - area for challenge

Blue - guiding question

Notably, the culture change is lagging the policy changes

Most Progress 6 points and Higher

○ ARAOMC = Anti racist, anti oppression, multicultural church

Areas of disconnect - wide gap between white and BIPOC ratings

White respondents marked higher progress than BIPOC

V. Worship

VI. Theology

VII. Faith Formation (adults & children/youth)

VIII. Small Group Ministry

IX. Human Resources

X. Membership & Welcoming*

Notable response- Affinity worship space

Faith Formation connected to Visionary Goal Question

- From response in session on Faith Formation: *What will it take to move beyond a sense of zero sum, where prioritizing the joy and liberation of BIPOC members moves us towards joy and liberation for all?*

Faith Formation for Children & Youth* was the lowest rated topic for BIPOC folks

Next Steps:

- Board of Trustees to review feedback and discuss possible action steps, particularly as they relate to crafting Visionary Goals
- Change Team to share feedback with congregation, key staff and groups to identify action items
- Change Team looking to expand capacity to support this work going forward

Feedback: using somatic process in our racial justice work.

Share with the church during the annual meeting. Add context to the findings and improve communication. Add the rubric. Share in liberal

What language is the church using? Define the terms of the language the church is using (anti oppression, anti racist, multiracial, racial justice, etc.)

The language is related to the visionary goal process. The language is different in the rubric and beloved community covenant as well as the church lexicon.

Microaggressions in the visionary goal small groups - how to interrupt this.

BIPOC participants have been sharing and want to see action. In the visionary goal process, now asking people to share again. How do we not try up the hopes and dreams in the visionary goal process?

How do we involve the senior high group and church communication? Youth are teaching RE but not necessarily in community

Summary of visionary goals and summary of communication for youth.

XI. Visionary Goals Process (7:20 ~ 7:45)

- a. Congregational Framing Session Reflection/Feedback

Low engagement, low turnout

Small sessions people are signed up - 15 people

Inform congregants how to work with the BIG question

Identity question. Theological question and place our hearts in a future. From that place what does the church feel like, sound like and be like.

- b. Congregational Engagement Timeline - Updates

Schedule made and on the church website - sign up available

Looking for a few facilitators - follow-up training

- c. Facilitation Training and Congregational Sessions Updates

Arif will do the follow-up training

Board retreat in April to gather findings of visionary goal sessions and process

Board members will have body experience of the VG sessions and help capture the workshops

XII. Commitment To Beloved Community (Formerly Covenant Development Team) (7:45 ~ 8:00)

- a. Approve the Commitment Team Charge
- b. Request for Board Representation on the Commitment Team

Good discussion about environmental inclusion

Focus on the behavior of the congregants

Ask is for a board member to be a designated connector

Changes to the charge were made

It was approved as revised - see below

BREAK - 5 mins

V. Fiduciary Responsibilities (8:10 ~ 8:30)

- a. Quarter 2 Financial Review
- b. Fundraising update

Looking at the current P&L and taking a sober look

Need to close the gap for this year

Hard look at the 2022-2023 budget after close the gap effort

Congregants - what does this church mean to you?

Testimonials from congregants

Since pandemic, what does this church mean to you in this new reality

Youth want to give back to church - RE classes and mentoring sessions - need for RE staff.

Youth are willing to volunteering some of that time

VI. Nominating Committee (8:30 ~ 8:55)

- a. Request Board Liasion
- b. Ideas Recruiting for Potential Candidates

- c. Future Thinking: In regards to term fulfillment, are the bylaws about terms adaptive enough to meet the reality of people's lives?

Board stepping off: Bry (final year), Ben, Rebecca

Returning: Matt, Sarah, Cathy,

Assuming Returning: Jeff

Opening: Keven's vacant seat, 3 more openings - in total 4-5 openings for nominating committee

Maybe: Daryn?

Nom com recruiting ideas

BIPOC representation

Meal for potential board members

VII. Gratitudes (8:55-9:00)

VIII. Adjourn - 9:00

Next Steps

1. Share Change Team findings - at annual meeting, in liberal, spark notes for youth
2. Approved Charge for CBC

The charge of the Commitment to Beloved Community Team (CBC), a Committee of the Board of Trustees, shall be to support the congregation in its journey to live into its values and commitment to being a racially just and a multiracial, multicultural, multigenerational community that honors the interconnected web of all living beings.

This team will lead this work by eliciting examples from our congregation of helpful and healthy behaviors that foster living into our values together by asking the question: What did you do or see that leads to the growth of beloved community? These behaviors will also require our congregation to take action to create a space where multiracial, multicultural, and multigenerational communities and all living beings can thrive. The outcome of this work will be a set of

commitments for 2023 and beyond that state how we choose to be together and grow a beloved community. We envision an ongoing role for the CBC team and a yearly renewal process.

3. Ideas for Nom Com recruiting

Statistical Report for February 2023

Board Meeting March 16, 2023

MEMORIAL SERVICES: 0

MARRIAGES/SERVICES OF COMMITMENT: 0

MEMBERS FOR APPROVAL: 0

MEMBERS REINSTATED: 1

Will Hegeman

MEMBERS FOR REMOVAL: 16*

Jim Sutherland, died Feb. 6

Beth Davies

Richard Lopez

Chase Barney

Charles Betz

Suzanne Magdalene

Fran Bartley

Jim Dier

Juliette Schneider

Eric Schneider

Lindsay Wittrock

Jeff Wittrock

Jim Wallace

Anne Dargent-Wallace

Marit Appeldoorn

Nancy Nelson

** The 15 people removed from membership are largely due to a letter sent to members with no engagement since March 2020, requesting a response about their desired relationship to the church.*

CHILDREN DEDICATED: 0

Total members as of the last meeting: 1068

To be added: 1

To be removed: 16

TOTAL MEMBERS: 1053

End of Year Totals

Fiscal Year	2021-22	2020-21	2019-20	2018-19	2017-18
New Members Joined	15	18	21	81	66
Total Membership	1060	1058	1061	1058	1049

February Attendance

	2023					2022					
Adults	Sun. 9a Sanctuary	Sun. 11a Sanctuary	Sun. 11a Webinar	YouTube Views	Totals	Wed. 7p	Sun. 9a	Sun. 11a	Sun. 11a Webinar	YouTube Views	Totals
1st week	111	136	62	127	436	31	90	111	144	132	508
2nd week	118	152	56	113	383	30	76	94	136	119	455
3rd week	69	77	54	100	246	29	64	76	105	135	409
4th week	94	153	58	95	342	26	103	93	118	131	471
5th week											
Monthly Total	392	518	230	435	1407	116	333	374	503	517	1843
Average for February	98	130	58	109	352	29	83	94	126	130	461
Religious Education					9a & 11a RE						
1st week					163						
2nd week					199						
3rd week					46						
4th week					184						
5th week											
Monthly Total					592						
Average for January					148						
Combined Average					500						

YouTube views collected March 13, 2023 at 10 a.m.

YouTube views collected March 11, 2022 at 2 p.m.

First Universalist Church of Minneapolis

Income Statement

	Actual 07/01/2022 to 01/31/2023	Budget 07/01/2022 to 01/31/2023	Variance	Annual Budget 07/01/2022 to 06/30/2023
Revenues				
Support				
Annual Giving	\$657,579.21	\$792,090.00	(\$134,510.79)	\$1,282,500.00
Donations/Fundraising	\$114,343.39	\$150,708.42	(\$36,365.03)	\$230,800.00
Total Support	\$771,922.60	\$942,798.42	(\$170,875.82)	\$1,513,300.00
Earned Revenue				
Service/Rental Income	\$48,627.73	\$68,249.92	(\$19,622.19)	\$117,000.00
Other Income	\$4,038.76	\$6,708.31	(\$2,669.55)	\$11,500.00
Total Earned Revenue	\$52,666.49	\$74,958.23	(\$22,291.74)	\$128,500.00
Total Revenues	\$824,589.09	\$1,017,756.65	(\$193,167.56)	\$1,641,800.00
Expenses				
Personnel Expenses	\$721,975.28	\$743,591.90	\$21,616.62	\$1,274,730.00
Administrative Expenses	\$79,540.21	\$75,156.16	(\$4,384.05)	\$128,696.77
Program Expenses	\$30,994.93	\$48,677.77	\$17,682.84	\$82,500.00
Building & Grounds	\$74,318.83	\$75,024.32	\$705.49	\$123,350.00
Other Expenses	\$67,835.37	\$4,374.99	(\$63,460.38)	\$7,500.00
Total Expenses	\$974,664.62	\$946,825.14	(\$27,839.48)	\$1,616,776.77
Investment Activity				
Unrealized Losses	(\$906.67)	(\$15,458.35)	\$14,551.68	(\$26,500.00)
Dividends & Interest	\$1,112.99	\$1,458.31	(\$345.32)	\$2,500.00
Realized Gains	\$62.45	\$0.00	\$62.45	\$0.00
Unrealized Gains	\$4,491.15	\$0.00	\$4,491.15	\$0.00
Total Investment Activity	\$4,759.92	(\$14,000.04)	\$18,759.96	(\$24,000.00)

First Universalist Church of Minneapolis

Income Statement

	Actual 07/01/2022 to 01/31/2023	Budget 07/01/2022 to 01/31/2023	Variance	Annual Budget 07/01/2022 to 06/30/2023
NET SURPLUS/(DEFICIT)	(\$145,315.61)	\$56,931.47	(\$202,247.08)	\$1,023.23

First Universalist Church of Minneapolis

Balance Sheet

	Actual As of <u>01/31/2023</u>
Assets	
Current Assets	
Cash	\$45,916.38
Investments	\$3,620,284.71
Accounts Receivable	\$13,975.80
Other Current Assets	\$35,374.50
Total Current Assets	<u>\$3,715,551.39</u>
Non-Current Assets	
Fixed Assets	\$5,520,757.47
Total Non- Current Assets	<u>\$5,520,757.47</u>
Total Assets	<u><u>\$9,236,308.86</u></u>
Liabilities and Fund Balance	
Liabilities	
Current Liabilities	
Accounts Payable	\$88,216.43
Benefits Payable	\$36,222.19
Other Current Liabilities	\$18,046.94
Total Current Liabilities	<u>\$142,485.56</u>
Long Term Liabilities	
Loan Payable	\$1,606,994.59
Interfund Transfer	\$0.00
Total Long Term Liabilities	<u>\$1,606,994.59</u>
Total Liabilities	<u>\$1,749,480.15</u>
Fund Balance	
Unrestricted Net Assets	\$5,760,637.08
Donor Restricted Net Assets	\$1,726,191.63
Total Fund Balance	<u>\$7,486,828.71</u>
Total Liabilities and Fund Balance	<u><u>\$9,236,308.86</u></u>

First Universalist Church of Minneapolis
Analysis of Revenues & Expenses - Capital Campaign
January 2023

	Project to Date Actual	Total Budget	Project to Date Variance
Revenues			
Revenues			
Donations	\$ 4,851,637.24	\$ 5,158,077.07	\$ (306,439.83)
Construction Loan	\$ 1,612,183.84	\$ 2,000,000.00	\$ (387,816.16)
Total Revenues	\$ 6,463,821.08	\$ 7,158,077.07	\$ (694,255.99)
Expenses			
Initial Launch/Fundraising			
Architectural Pre-Work	\$ 2,000.00	\$ 27,000.00	\$ 25,000.00
Consultants	\$ 229,030.00	\$ 230,000.00	\$ 970.00
Launch Event	\$ 52,689.09	\$ 30,000.00	\$ (22,689.09)
Printing/Supplies	\$ 8,000.00	\$ 8,000.00	\$ -
Total Initial Launch/Fundraising Expenses	\$ 291,719.09	\$ 295,000.00	\$ 3,280.91
Miscellaneous Projects			
Architect Fee	\$ 166,795.87	\$ 166,795.87	\$ -
Debt Retirement	\$ 649,151.38	\$ 649,151.38	\$ -
Merchant Services	\$ 4,108.96	\$ 5,000.00	\$ 891.04
Misc. Capital Expenditures	\$ 104,839.17	\$ 79,555.75	\$ (25,283.42)
Staff Salaries	\$ 54,100.43	\$ 95,000.00	\$ 40,899.57
Tuckpointing	\$ 122,000.00	\$ 122,000.00	\$ -
Loan Principal	\$ -	\$ 2,000,000.00	\$ 2,000,000.00
Loan Interest	\$ 49,078.92	\$ 120,000.00	\$ 70,921.08
Contingency	\$ -	\$ -	\$ -
Total Miscellaneous Projects Expenses	\$ 1,150,074.73	\$ 3,237,503.00	\$ 2,087,428.27
Phase 1			
Architect Fee	\$ 134,872.70	\$ 134,372.00	\$ (500.70)
Flannery	\$ 1,459,726.11	\$ 1,521,669.00	\$ 61,942.89
Flannery Permits	\$ 19,614.13	\$ 19,614.00	\$ (0.13)
Misc. Consultants	\$ 44,012.00	\$ 14,381.00	\$ (29,631.00)
Misc. Construction	\$ 11,628.50	\$ 53,559.00	\$ 41,930.50
Owners Representative	\$ 87,654.10	\$ 87,654.00	\$ (0.10)
Owner Supplied Systems	\$ 151,936.45	\$ 97,248.00	\$ (54,688.45)
Total Phase 1 Project Expenses	\$ 1,909,443.99	\$ 1,928,497.00	\$ 19,053.01
Phase 2			
Architect Fee	\$ 134,775.04	\$ -	\$ (134,775.04)
Flannery	\$ 1,688,869.37	\$ 1,750,000.00	\$ 61,130.63
Flannery Permits	\$ -	\$ -	\$ -
Misc. Construction	\$ 55,871.45	\$ -	\$ (55,871.45)
Misc. Consultants	\$ 43,938.75	\$ 265,000.00	\$ 221,061.25
Owner Representative	\$ 94,630.00	\$ -	\$ (94,630.00)
Owner Supplied Systems	\$ 276,203.19	\$ 140,000.00	\$ (136,203.19)
Solar Panels	\$ 44,500.00	\$ 105,000.00	\$ 60,500.00
Contingency	\$ -	\$ 240,000.00	\$ 240,000.00
Total Phase 2 Project Expenses	\$ 2,338,787.80	\$ 2,500,000.00	\$ 161,212.20
Total Expenses	\$ 5,690,025.61	\$ 7,961,000.00	\$ 2,270,974.39
Net Total	\$ 773,795.47	\$ (802,922.93)	