

First Universalist Church Board of Trustees
June 20, 2024
Board Packet

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First Universalist Church of Minneapolis
Board of Trustees Meeting
June 20, 2024
6:30 - 9:00 pm
First Universalist Church
Cummins Room & [Zoom](#) (multiplatform)

Start	Duration	Topic	Lead
6:30 PM	5	Call to Order	Jeff
		<i>Lighting 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.</i>	All
6:35 PM	5	Agenda Approval	Jeff
6:40 PM	35	Executive Session - Somatic Grounding - Spiritual Community Building - Discussion with Eric Cooperstein	? Jen/Arif
7:15 PM	5	Stewardship - Updates	Emily/Arif
7:20 PM	10	Finance - 2023-24 Budget Status	Marc
7:30 PM	10	Governance - Plan for Senior Minister Evaluation - Plans for Policy Review	Lou/Sarah
7:40 PM	10	Report on Mid-America Conference	Liv Dalby
7:50 PM	15	Board of Trustees Approval - Appoint Nominating Committee Chair, - Minutes of First Universalist Annual Meeting - Sabbatical request from Jen, - Sabbatical request from Arif, - Senior Minister's salary	Jeff
8:05 PM	10	Break	All
8:15 PM	10	IDI - Small Group Check-ins	All
8:25 PM	15	Assessment against Goal "Make positive progress toward congregational sustainability; economically viable, socially just, ecologically sound, and humane over the long term."	Jeff/All
8:40 PM	15	Miscellanea - Summer Schedule/Plans - Documentation updates	Jeff/All
8:55 PM	5	Consent Agenda - Approval of May meeting minutes - Monitoring: Acceptance of attendance and membership numbers & trends - Monitoring: Acceptance of staff and significant volunteer changes - Monitoring: Congregant grievances - Monitoring: Staff & Volunteer grievance - Monitoring: Protection of assets - Ends Outcomes Review - Staff Performance Reviews	All
9:00 PM	5	Gratitudes	All
9:05 PM		Adjourn	All

Roles, responsibilities, and resources for Board Members

[JOB DESCRIPTION: First Universalist Board of Trustees](#)

[Church Bylaws](#)

[Governing Policies Handbook](#)

[2023-24 Monitoring Schedule](#)

**Senior Minister Board Report
Prepared by Rev. Jen Crow
June 16, 2024**

Spiritual Grounding

Change comes from collective action. Yes, individual effort and will matter, and when our individual will and effort are gathered in accountable community in service to a vision - we are transformed individually and collectively. Or, as we say here at church,

Individual and collective transformation arise out of regular spiritual practice + accountable community + vision.

In the spirit of digging deeper into the sources of wisdom that can support us in our individual and collective transformation, I am bringing our attention to the work of Charlene Caruthers and her book, *Unapologetic: A Black, Queer, and Feminist Mandate for Radical Movements*.

She writes: “*Unapologetic* is a book for all people who are curious about and committed to the struggle for Black liberation. There are at least two ways that you can read this book. The first is to read it to build, sharpen, or deepen your analysis or understanding of core concepts and practices to use in building social justice movements for collective liberation. While there are many types of analysis one can use, this book is based in Black radical, feminist, queer, and anti-capitalist theories and practices. The ideas I share are the result of rigorous reading, film watching, conversations with comrades, family members, and neighbors, and movement-building experiences on the ground. I encourage all readers to use this book to engage in principled struggle through direct communication and honest dialogue.

You can also read this book for a historical account of the Black radical tradition that centers the stories and movements led by people who are not typically lauded. There are stories throughout this book that should be explored more deeply and subjects warranting books of their own. My intention is to share stories you may not have heard before and offer perspectives on strategies Black folks have used for centuries.” (p. ix)

It is important for us to note that Caruthers is writing and leading from a particular cultural framework and analysis based in Black radical, feminist, queer, and anti-capitalist theories and practices. My quick mental scan of those likely to be at our board meeting tells me that none of us will share all of these identities and cultural frameworks, and most of us will share one or two at most. As we continue to explore the Five Questions essential to individual and collective transformation that Caruthers offers us in this text, what cultural framework are each of us bringing, and how might that impact our answers? How might the cultural framework that Caruthers is writing from have shaped the questions and their intent?

Last month, we considered question #1, Who am I?

This month, let’s consider question #2. Who are my people? Who do I identify with most at church? Who are my communities here? And how does my particular cultural framework/social identity impact who I identify with at church?

Monitoring Items

Attendance and Membership Trends

Please see attached information.

Staff and Volunteer Transitions:

There are no major staff or volunteer transitions to report.

Congregant Grievances

There have been no congregant grievances.

Staff & Volunteer Grievances

There have been no staff or volunteer grievances.

Ends Outcomes Review

For Board Review and Vote

Sabbatical Requests

For the 2024-25 church year, both Rev. Arif and I are requesting sabbatical time. Rev. Arif has completed 4 years of service at First Universalist as of the end of June, and has accumulated 4 months of sabbatical time. He is requesting July 2024 and May 2025 as sabbatical leave in the upcoming year. Rev. Jen will have completed 12 years of service as of the end of June, and has accumulated 6 months of sabbatical time. She is requesting January and June of 2025 as sabbatical time in the upcoming year.

Setting Senior Minister Salary

Setting the salary for the Senior Minister, and all aspects of supervision of the Senior Minister, are the purview of the board.

Factors I consider when setting salaries for others on the team:

- Previous year's salary
- When was the last increase, and for how much and why?
- What is the minimum UUA salary guideline for this position, what is the midpoint and maximum?
- How many years of experience at First Universalist? In their career?
- Are they a member of a marginalized group?
- Am I reinforcing systemic oppression by increasing/decreasing/keeping the salary the same for this individual?
- What is the inflation rate? What increase would be required for the salary to mean the same as it did last year?
- How is their performance against their job description, stated goals for the year, visionary goals?

Factors to consider for setting the salary for the Senior Minister

- Previous year's salary: \$125,000
- When was the last increase, and for how much and why?
 - 2021-22 Senior Minister \$119,000
 - 2022-23 Senior Minister \$125,000 inflation rate 8%
 - 2023-24 Senior Minister \$125,000 inflation rate 4%

- What is the minimum UUA salary guideline for this position, what is the midpoint and maximum? \$120,300 \$133,600 \$146,900
- How many years of experience at First Universalist? 12 In their career? 20
- Are they a member of a marginalized group? Yes and no. White, have positional power as the senior minister, female, queer
- Am I reinforcing systemic oppression by increasing/decreasing/keeping the salary the same for this individual?
- What is the inflation rate? What increase would be required for the salary to mean the same as it did last year?
- How is their performance against their job description, stated goals for the year, visionary goals?

2023-2024 Draft Work Plan

Notes in BLUE reflect an end of year review and assessment of the goals and hoped for outcomes for the year.

Much of the work of church is about the regular weekly rhythms that comfort, inspire, challenge, and support our people. As we worked to develop our work plan for this year, noting the reductions in staff, we were careful to note that for most of our staff, a significant percentage of staff time goes toward this regular cycle of work. As a result, relatively little time is available for new initiatives, innovation, experimentation, and transformation. This is true, even as we know that in the current environment, church (all churches) needs to consolidate the titanic shifts and changes made between 2020-2023, stabilize and systematize our multi-platform ways of delivering ministry, and find ways to live more fully into our pluralist and multicultural reality.

The work plan below assumes that everything that we are currently doing will continue - worship, religious education, pastoral care, physical plant care and maintenance, accounting and administering the finances of the church, adult programming, faithful action, etc. And, the points below endeavor to articulate areas in which we are trying to shift, grow, and change *how* aspects of ministry happen, and the specific impacts that result.

The 2023-24 church year required many adjustments. Just last summer, we said goodbye to our long-tenured Director of Faith Formation. Lauren Wyeth, and the positions of Youth Coordinator and Communications Director were both eliminated. We hired a new Interim Director of Children, Youth, and Family Ministries, Allison Connelly-Vetter, and a part-time Communications Assistant, Rachel Rott. Rev. Ashley Harness-Jimnez became our full-time Assistant Minister, overseeing the Adult Faith Formation and Communications. We continued to operate with reduced facilities staffing, even as the building became more widely used and as programming increased. We said goodbye to our pianist, Franco Holder, and welcomed Paolo Debuque on a contract basis as pianist and choir director. Rev. Jen Crow needed to be away to care for family several times this year, and most significantly was out for 6 weeks in January/February. All of these changes required significant shifting of roles and responsibilities, hiring and on-boarding new staff, and developing new systems to allow the day to day functioning of the church to meet basic expectations around worship, religious education, pastoral care, physical plant care and maintenance, accounting and administering the finances of the church, adult programming, faithful action, etc.

In this, the staff is guided by the following overarching areas where we are seeking key results:

- Increasing shared leadership
- Continuing to build/rebuild shared ministry
- Increasing transparency
- Congregants feeling increased ownership

These overarching goals find their expression in different ways in different areas of our work. The following are some of the key goals staff have articulated:

- Increasing shared leadership and shared ministry:
 - Supporting the re-establishment and subsequent work of several key board committees including:
 - Finance Committee
 - Stewardship Committee
 - Governance Committee
 - All of these goals were accomplished.
 - Supporting the creation and training of a Right Relations Team. While this team has not yet been created, we have supported progress in understanding conflict on both the staff and board level. On the Board level, we have engaged in the use of the Intercultural Development Inventory (IDI), an assessment tool that measures the capability to shift cultural perspective and adapt behavior to cultural commonality and difference. IDI and the follow-on Intercultural Development Plan have been valuable tools in helping the Board of Trustees start to grow in intercultural skills. We believe that these tools, in conjunction with conflict skills building resources, could be part of a leadership development program that will provide us with a pool of members whom we can call when conflict arises within the congregation. Rev. Jen has also been leading a monthly book discussion for staff on Rev. Teresa Cooley's text, *Transforming Conflict*, and staff and lay leaders were invited to attend her workshop on the same topic in February of 2024.
 - Develop a Digital Ministry/Communications Advisory Team to support the implementation of items from last year's Communications and Digital Ministry Report - Input was sought from key lay leaders, and a team was not formed. This goal was only partially completed, and partially set aside to make room for Rev. Ashley to focus on other key emergent goals in fundraising and leadership this spring.
 - Increase congregants exercise of shared leadership in program development and execution. This goal was achieved through many program areas, especially in adult faith formation where a regular cycle of listening, supporting, and thanking lay leaders and facilitators took root. A fully lay-led Winter Retreat took place, as well as a variety of small group and spiritual practice offerings throughout the year. Notably, Circle Suppers - a loosely structured opportunity for participants to share meals and get to know one another, resumed with great success. Daytime Connections programming and leadership continues to be vibrant, and several new offerings for congregants in the second half of life emerged. The Worship Associates program and the Choir resumed with new leadership, both offering opportunities for leadership and program development. A new Children, Youth, and Families Advisory team was formed to support the review and implementation of CYFM programming. These are just a few examples of the growing and visible increases in shared leadership.
 - Develop and support Youth Leadership Council and youth leaders participating in church board meetings - This goal was achieved, and the Youth Leadership Council formed and has become an active and important area of leadership for

our youth. They not only attended the board meetings and shared their leadership there, they also led a church-wide fundraiser this spring, and are an important source of feedback for youth programming in the church.

- Increase Transparency
 - Standardize methods for sharing information within the congregation so that information is more findable, communication is reliable, and information sharing is consistent - The weekly newsletter, stand alone all-congregational emails, and keeping the website updated all occurred on a regular basis. The development of a new website was a key priority for the year, and this new site will offer more accessible information sharing for the congregation.
 - Increase communication to the congregation regarding our finances and need for financial support. Through the work of the Finance and Stewardship Teams as well as through the work of the staff, this goal has been achieved. Newsletter articles, the mid-year congregational meeting and the annual meeting, as well as the well-attended budget meeting were all opportunities for increased financial communication to the congregation. Mailings, email, and messages from the pulpit from staff and lay leaders, as well as many one-on-one conversations shared not only the facts of our financial situation, but also the inspiration and the why of giving, as we strive to create a culture of abundance, generosity, appreciation, and mutual support.
- Increase sense of ownership on the part of congregants
 - Build a stronger culture of stewardship - this stronger culture is building, largely through the leadership of our Stewardship Team, with Revs. Arif and Ashley, and Brad and Jie as consistent and visionary staff support. Evidence of this stronger culture of stewardship can be seen through the response to the Close the Gap campaign of this current fiscal year, and through significantly increased giving for the year ahead.
 - Increase congregants serving in volunteer roles in the church - as noted previously, we have seen increases in volunteering in many areas of the church, from religious education classrooms to the choir, small group facilitators, advisory team members, and Board committees, just to name a few.
 - Launch Worship Associates program - the Worship Associates program launched this past fall with Dr. Glen Thomas Rideout as the staff leader. An initial training in September grounded the group as a team, and one-on-one coaching throughout the year offered opportunities for learning and growth. Worship Associates regularly led the Welcome and Offering on Sunday mornings, as well as offering readings and prayers. The Winter Solstice service was a collaborative effort of Dr. Rideout and the Worship Associates.
- Tend to necessary infrastructure
 - Transition to a new database (our current vendor is exiting the church database business, necessitating a change) - This transition occurred in the midst of our annual giving season. The transition is complete, though ongoing learning about the new system and data clean up continues.

- Revamp our website. This project is almost complete, and has involved significant lay leadership (thank you, Emily Bijnagte!) and has reflected congregational needs and listening opportunities. With Rev. Ashley's leadership, the new website is accessible, geared toward newcomers, and offers important tools (calendars!) for easier engagement.
- Develop a strategy and regular rhythm for social media - We have created a rhythm, but it could be much more robust and does not follow universal design practices. There was more on-boarding of new communications staff as well as other redesign work that needed to happen first.

Finally, we need to note last year's reduction in budget and necessary staffing cuts were not just hard on staff and church leadership morale, they also created real limitations in what we're able to accomplish and how much more stretched staff are this year. Staff are carefully watching our expenditures in each program area and across the organization. We know that this will be a tight year and we're trying to accomplish the same as we've done in the past with fewer staff. As you might imagine, this is not sustainable.

As you will see in our financial reports, expenses are currently projected to come in within a few percent of the budgeted expenditures. We have accomplished more with less financially, and with fewer staff. As we predicted, this is not sustainable, and several staff are experiencing signs of burnout.

Our fundraising goal for next fiscal year involves raising the funds to reverse these cuts and building the staff capacity needed to meet the promise of this moment.

In the year ahead, we are grateful to be able to increase hours for facilities staff, largely reversing earlier cuts. We are also grateful to be able to meet UUA minimum salary guidelines for all positions in the year ahead, and to offer a 3% cost of living increase for most staff. This will be the first cost of living increase in several years. .

First Universalist Church of Minneapolis
Finance Committee Meeting Minutes
13 June 2024
6:30-8:00 pm

Members present: Dan Berg, Marc Gorelick, Julie Most, Dick Niemiec

Staff present: Jen Crow

Stewardship liaison present: Will Hegeman

Meeting convened at 6:34 pm

1. Chalice Lighting
2. Minutes from the prior meeting were approved
3. April YTD financial results were reviewed. Total revenues approx \$180,000 ahead of budget. Brad was unable to attend the meeting, so unclear if this includes advance 2024-25 pledge payments of approx \$53,000. (We had previously decided to move those to 2024-25, consistent with an accrual-basis accounting approach.) Jen and Marc will follow up and report back to the committee via email. Total expenses YTD \$12,000 over budget (<1%). YTD surplus of \$178,714.
4. Stewardship update.
 - a. Thank you notes to donors have now all been sent out. Kudos to the volunteers who made that happen
 - b. For next year, will look into possibility of immediate acknowledgement of gifts/pledges, with follow up notes as appropriate. Marc will discuss system capabilities with Brad.
 - c. 2024-25 budget includes \$30k from a fundraising event. This will likely be in early spring; planning to be discussed at next Stewardship meeting.
5. 2024-25 budget recap
 - a. Successful annual meeting – mood reflected confidence in the finances for next year.
 - b. While pledges for 24-25 appear firm, they include approx \$220k of increased giving that will not be recurring going forward, raising question of sustainability. Hope is that this buys us time to continue to expand the generous giving of the congregation going forward. Recommendation is that minister/staff begin scenario planning for 2025-26 budget early in the church year to facilitate contingency planning and communication to congregation.
 - c. Also recommended communication to the congregation on the year end results when they are finalized in September.
 - d. Board is seeking a recommendation on salary for executive minister for next church year. Given budget constraints, Jen did not include an increase for herself. It was noted that while she remains within UUA guidelines, she has had no increase in past 3 years. Recommendation is that since we are projecting to finish 2023-24 with a smaller than budgeted deficit (and possibly a small surplus), that a portion of PP funds intended to replenish reserves be used to provide a cost-of-living increase in Rev. Jen's compensation for next year (combination of bonus and base salary increase, depending on timing of PPP funds being received).
6. 2024-25 Committee Calendar

- a. Calendar of agenda items for next year was reviewed and approved.
 - b. It was noted that the Foundation Board is expected to come forward with a request to transfer management of the Foundation endowment to the UUA common endowment fund. This will be scheduled as needed, and this committee will provide guidance to the Foundation Board on due diligence to be done as they formulate their request (e.g., how decisions about UUA endowment fund investment allocations are made, questions of rights of withdrawal, fund control, etc.)
7. Meeting close. Marc thanked the committee members for their exceptional service and contributions over the past year. All members expressed a willingness to serve again in 2024-25.

Meeting adjourned at 7:24 pm

Respectfully submitted,

Marc Gorelick, Treasurer

First Universalist Church of Minneapolis

Balance Sheet

	Actual As of <u>04/30/2024</u>
Assets	
Current Assets	
Cash	\$124,388.11
Investments	\$3,241,504.83
Other Current Assets	\$18,328.55
Total Current Assets	<u>\$3,384,221.49</u>
Non-Current Assets	
Fixed Assets	\$5,676,570.35
Total Non- Current Assets	<u>\$5,676,570.35</u>
Total Assets	<u><u>\$9,060,791.84</u></u>
Liabilities and Fund Balance	
Liabilities	
Current Liabilities	
Accounts Payable	\$46,973.78
Benefits Payable	\$27,864.67
Other Current Liabilities	\$66,665.01
Total Current Liabilities	<u>\$141,503.46</u>
Long Term Liabilities	
Loan Payable	\$1,474,848.73
Interfund Transfer	\$0.00
Total Long Term Liabilities	<u>\$1,474,848.73</u>
Total Liabilities	<u>\$1,616,352.19</u>
Fund Balance	
Unrestricted Net Assets	\$4,327,914.08
Donor Restricted Net Assets	\$3,116,525.57
Total Fund Balance	<u>\$7,444,439.65</u>
Total Liabilities and Fund Balance	<u><u>\$9,060,791.84</u></u>

First Universalist Church of Minneapolis

Income Statement

Operating Budget

	Actual 07/01/2023 to 04/30/2024	Budget 07/01/2023 to 04/30/2024	Variance	Annual Budget 07/01/2023 to 06/30/2024
Revenues				
Support				
Annual Giving				
General Operating Gifts	\$919,608.00	\$945,438.00	(\$25,830.00)	\$1,105,000.00
Estimated Unpaid General Operating Gifts	\$0.00	(\$46,041.68)	\$46,041.68	(\$55,250.00)
Total Annual Giving	\$919,608.00	\$899,396.32	\$20,211.68	\$1,049,750.00
Donations/Fundraising				
Donations	\$269,052.39	\$42,780.00	\$226,272.39	\$50,000.00
Processing Fee Donations	\$94.82	\$0.00	\$94.82	\$0.00
Special Offerings	\$78.00	\$0.00	\$78.00	\$35,000.00
Program Donations	\$35,990.97	\$41,666.66	(\$5,675.69)	\$50,000.00
Offering Plate Donations	\$36,136.53	\$33,333.32	\$2,803.21	\$40,000.00
Hospitality Donations	\$0.00	\$833.32	(\$833.32)	\$1,000.00
Holiday Giving	\$0.00	\$750.00	(\$750.00)	\$750.00
Endowment Income	\$61,151.82	\$65,000.00	(\$3,848.18)	\$65,000.00
Registrations	\$765.24	\$0.00	\$765.24	\$0.00
Fundraisers	\$91.12	\$43,333.30	(\$43,242.18)	\$52,000.00
Total Donations/Fundraising	\$403,360.89	\$227,696.60	\$175,664.29	\$293,750.00
Total Support	\$1,322,968.89	\$1,127,092.92	\$195,875.97	\$1,343,500.00
Earned Revenue				
Service/Rental Income				
Room Rental Income	\$58,075.00	\$62,500.00	(\$4,425.00)	\$75,000.00
Weddings	\$0.00	\$1,666.66	(\$1,666.66)	\$2,000.00
Memorials	\$6,800.00	\$8,333.32	(\$1,533.32)	\$10,000.00
T-Mobile Antennae Lease	\$12,585.28	\$13,333.32	(\$748.04)	\$16,000.00
Total Service/Rental Income	\$77,460.28	\$85,833.30	(\$8,373.02)	\$103,000.00

First Universalist Church of Minneapolis

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Operating Budget

	Actual 07/01/2023 to 04/30/2024	Budget 07/01/2023 to 04/30/2024	Variance	Annual Budget 07/01/2023 to 06/30/2024
Interest Income	\$9.91	\$0.00	\$9.91	\$0.00
Total Investment Income	\$9.91	\$0.00	\$9.91	\$0.00
Other Income				
Other Revenue	\$1,533.30	\$9,166.66	(\$7,633.36)	\$11,000.00
Unrelated Business Income	\$15.00	\$0.00	\$15.00	\$0.00
Total Other Income	\$1,548.30	\$9,166.66	(\$7,618.36)	\$11,000.00
Total Earned Revenue	\$79,018.49	\$94,999.96	(\$15,981.47)	\$114,000.00
Total Revenues	\$1,401,987.38	\$1,222,092.88	\$179,894.50	\$1,457,500.00

Expenses

Personnel Expenses				
Clergy Salaries	\$185,159.85	\$265,000.00	\$79,840.15	\$318,000.00
Clergy Housing	\$82,500.08	\$0.00	(\$82,500.08)	\$0.00
Lay Salaries	\$517,003.26	\$512,647.46	(\$4,355.80)	\$612,964.00
SECA	\$20,272.60	\$20,272.50	(\$0.10)	\$24,327.00
FICA	\$37,611.16	\$38,060.80	\$449.64	\$45,673.00
403(b)	\$63,080.56	\$60,000.00	(\$3,080.56)	\$72,000.00
Health Insurance	\$57,659.04	\$64,166.62	\$6,507.58	\$77,000.00
Dental Insurance	(\$962.00)	\$0.00	\$962.00	\$0.00
Life Insurance	\$227.84	\$1,666.66	\$1,438.82	\$2,000.00
Long Term Disability	\$0.10	\$0.00	(\$0.10)	\$0.00
Recruiting/Relocation	\$63.59	\$0.00	(\$63.59)	\$0.00
Payroll Processing Fees	\$4,604.13	\$3,750.00	(\$854.13)	\$4,500.00
Workers Compensation	\$4,576.95	\$11,250.00	\$6,673.05	\$13,500.00
Temporary Labor	\$9,990.00	\$4,999.98	(\$4,990.02)	\$6,000.00
Staff Development	\$7,603.39	\$24,583.28	\$16,979.89	\$29,500.00
Total Personnel Expenses	\$989,390.55	\$1,006,397.30	\$17,006.75	\$1,205,464.00

First Universalist Church of Minneapolis

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Operating Budget

	Actual 07/01/2023 to 04/30/2024	Budget 07/01/2023 to 04/30/2024	Variance	Annual Budget 07/01/2023 to 06/30/2024
Administrative Expenses				
Office Supplies	\$683.03	\$1,666.66	\$983.63	\$2,000.00
Postage & Shipping	\$1,640.23	\$4,583.32	\$2,943.09	\$5,500.00
Printing & Stationery	\$11,747.48	\$15,000.00	\$3,252.52	\$18,000.00
Licenses, Fees & Permits	\$764.00	\$833.32	\$69.32	\$1,000.00
Professional Fees	\$11,451.50	\$13,333.32	\$1,881.82	\$16,000.00
Dues & Subscriptions	\$4,420.52	\$2,916.66	(\$1,503.86)	\$3,500.00
UUA	\$40,500.00	\$45,000.00	\$4,500.00	\$54,000.00
Background Checks	\$64.25	\$250.00	\$185.75	\$300.00
Telephone/Cellular	\$4,223.32	\$3,333.32	(\$890.00)	\$4,000.00
Merchant/Credit Card Fees	\$9,430.01	\$9,166.66	(\$263.35)	\$11,000.00
Bank Charges	\$368.32	\$416.70	\$48.38	\$500.00
Computer & Printer Supplies	\$1,999.97	\$833.32	(\$1,166.65)	\$1,000.00
Software & Support	\$23,704.97	\$17,500.00	(\$6,204.97)	\$21,000.00
Internet Service	\$1,390.00	\$1,666.66	\$276.66	\$2,000.00
Website	\$405.30	\$833.32	\$428.02	\$1,000.00
Board of Directors	\$3,750.00	\$416.66	(\$3,333.34)	\$500.00
Volunteer Development	\$1,899.45	\$1,250.00	(\$649.45)	\$1,500.00
Recognitions (Staff & Volunteer)	\$2,096.43	\$2,333.32	\$236.89	\$2,800.00
Travel	\$17,820.41	\$250.00	(\$17,570.41)	\$300.00
Total Administrative Expenses	\$138,359.19	\$121,583.24	(\$16,775.95)	\$145,900.00
Program Expenses				
Curriculum/Supplies	\$4,108.41	\$7,499.98	\$3,391.57	\$9,000.00
Honoraria	\$1,200.00	\$833.32	(\$366.68)	\$1,000.00
Musicians	\$2,150.00	\$2,500.00	\$350.00	\$3,000.00
Guest Speakers	\$800.00	\$2,500.00	\$1,700.00	\$3,000.00
Substitute Pianist	\$4,965.91	\$1,250.00	(\$3,715.91)	\$1,500.00
Music Purchases	\$100.00	\$1,666.66	\$1,566.66	\$2,000.00
Child Care	\$24,849.11	\$20,833.32	(\$4,015.79)	\$25,000.00

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Operating Budget

	Actual 07/01/2023 to 04/30/2024	Budget 07/01/2023 to 04/30/2024	Variance	Annual Budget 07/01/2023 to 06/30/2024
Memorials	\$169.53	\$0.00	(\$169.53)	\$0.00
Advertising/Marketing	\$163.90	\$0.00	(\$163.90)	\$0.00
Faithful Action Council	\$0.00	\$1,250.00	\$1,250.00	\$1,500.00
Action Groups	\$0.00	\$833.32	\$833.32	\$1,000.00
Racial Justice	\$92.00	\$8,333.30	\$8,241.30	\$10,000.00
Venue Rental	\$2,719.93	\$0.00	(\$2,719.93)	\$0.00
Meals/Catering	\$16,531.67	\$18,333.30	\$1,801.63	\$22,000.00
Transportation Expenses	\$2,283.82	\$0.00	(\$2,283.82)	\$0.00
Piano Tuning	\$2,275.00	\$833.32	(\$1,441.68)	\$1,000.00
Total Program Expenses	\$62,409.28	\$66,666.52	\$4,257.24	\$80,000.00
Building & Grounds				
Property & Liability Insurance	\$8,370.03	\$11,666.66	\$3,296.63	\$14,000.00
Property Tax	\$10,706.21	\$3,333.32	(\$7,372.89)	\$4,000.00
Supplies for Campus and Grounds	\$4,462.30	\$5,833.32	\$1,371.02	\$7,000.00
Visual Arts	\$733.88	\$2,916.66	\$2,182.78	\$3,500.00
SPIFF	\$421.91	\$831.77	\$409.86	\$1,000.00
Snow Removal	\$10,570.45	\$10,000.00	(\$570.45)	\$10,000.00
Pest Control	\$573.55	\$666.66	\$93.11	\$800.00
Electricity	\$27,354.70	\$27,720.00	\$365.30	\$33,000.00
Gas	\$13,756.98	\$24,700.00	\$10,943.02	\$26,000.00
Water & Sewer	\$8,071.66	\$4,166.66	(\$3,905.00)	\$5,000.00
Safety/Security	\$2,439.40	\$2,916.66	\$477.26	\$3,500.00
Sanitation Services	\$9,861.39	\$7,500.00	(\$2,361.39)	\$9,000.00
Total Building & Grounds	\$97,322.46	\$102,251.71	\$4,929.25	\$116,800.00
Other Expenses				
Other Expense	\$29,525.99	\$7,916.64	(\$21,609.35)	\$9,500.00
Total Other Expenses	\$29,525.99	\$7,916.64	(\$21,609.35)	\$9,500.00
Total Expenses	\$1,317,007.47	\$1,304,815.41	(\$12,192.06)	\$1,557,664.00

First Universalist Church of Minneapolis

Income Statement

Operating Budget

	Actual 07/01/2023 to 04/30/2024	Budget 07/01/2023 to 04/30/2024	Variance	Annual Budget 07/01/2023 to 06/30/2024
Investment Activity				
Realized Losses	(\$148.23)	\$0.00	(\$148.23)	\$0.00
Unrealized Losses	(\$3,036.00)	\$0.00	(\$3,036.00)	\$0.00
Dividends & Interest	\$1,343.18	\$0.00	\$1,343.18	\$0.00
Realized Gains	\$63.89	\$0.00	\$63.89	\$0.00
Unrealized Gains	\$12,788.75	\$0.00	\$12,788.75	\$0.00
Total Investment Activity	\$11,011.59	\$0.00	\$11,011.59	\$0.00
NET SURPLUS/(DEFICIT)	\$95,991.50	(\$82,722.53)	\$178,714.03	(\$100,164.00)

Minutes of First Universalist Annual Meeting - June 2, 2024

Call to Order Jef Snyder, President

Quorum was reached

Chalice Lighting and Opening Words Rev. Jen Crow

Appointment of Parliamentarian Jeff Snyder

Eric Cooperstein was appointed

Authorization of Board of Trustees to Approve the Minutes of this Meeting—Approved

Senior Minister's Report Rev. Jen Crow (<https://bit.ly/45o5if3>)

Ashley gave a brief overview of the launching of the new website (enthusiastic response)

President's Report Jeff Snyder (<https://bit.ly/45o5if3>)

Financial Report & Presentation of Recommended Budget for 2024-25 Marc Gorelick,
Treasurer; Rev. Jen Crow (<https://bit.ly/45o5if3>)

Consideration and Vote on Annual Budget

Motion presented to approve recommended budget passed

Comments:

MUUSJA (sp) should be included as a line item in the budget (Karen Wills)
(Deborah Talen) Why have more than one person in the music department?
Jen's response—a team effort necessary to bring a choir together and the
professional staff's opinion

Motion on setting the limits on discussion presented and passed

Comments:

Thank you for not having a large increase in next year's budget
Clarification on the pledges for 2024/2025
Discussion on pledges for 2024/2025 and they may not repeat for years beyond
that

Vote on approving the 2024/2025 Budget—Passed

Outgoing Foundation Directors Ray Dillon, Chair

Recognized the outgoing members:

Ginny Halloran
Bonnie Hill
Kelly Prosen
Gary Melom,
Deborah Talen

Report of the Nominating Committee Ray Dillon, Chair

Election of:

Trustees, First Universalist Church Officers, First Universalist Church—Approved

Jeff Snyder
Sarah Hedge
Marc Gorelick
Matt Keller

Directors, First Universalist Trustees—Approved

Matt Keller
Emily Bijmagte
Cathy Geist

Directors, First Universalist Foundation—Approved

Kaitlin Hallett-Pugh
Ingrid Moe
Vicky Nier
Isabel Quast
Dale Schwie

Isabel Quast Remain as Chairperson of the Foundation Board—Approved

Members, Nominating Committee – Approved

David Bach
Evelyn Browne (approved as chair)
Sandy Culpepper
Ray Dillon
KatieFox
Chad Johnson

Delegates to the 2024 General Assembly of the UUA—Approved

Karen Wills
Carol Jackson
Rebecca Donnelly
Meleah Houseknecht
Mark Caswell
Ralph Wyman
Amelia Marquez
Ginny McAninch
Ray Goebel
Caitlin Jones
CT Neal-Herman
Liz Fendley
David Juncker
Sandy Culpepper
Cindy Marsh
Margie Nalezny

Claire Tralle

Motion to allow Board to appoint additional delegates to the General Assembly—Approved

Add that the Board can assign alternate delegates amendment—Approved

Motion to allow Board to appoint additional delegates and alternates to the General Assembly—Approved

Closing Words Rev. Jen Crow

First Universalist Church of Minneapolis
Board of Trustees Meeting Minutes
May 16, 2024
6:30 - 9:00 pm
First Universalist Church
Cummins Room & [Zoom](#) (multiplatform)

Start	Duration	Topic	Lead
6:30 PM	5	Call to Order Board Members in Attendance: Jeff Snyder, Sarah Hedge, Marc Gorelic, Cathy Geist, Emily Bijmagte, Emily Wallace, Lou Quast, Ilo Leppik Board Members Absent: Matt Keller Ministers in Attendance: Jen Crow, Arif Mamdani, Ashley Harness- Jimenez Youth Leaders in Attendance:	Jeff
		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.</i>	All
6:35 PM	5	Agenda Approval Marc requested that a request for Board Approval of the newly revised Foundation Board Investment Policy be added to the Finance Committee's time. Amended agenda unanimously Approved	Jeff
6:40 PM	20	Executive Session - Somatic Grounding - Spiritual Community Building	? Jen/Arif
7:00 PM	10	Stewardship - Pledge Drive Update	Emily/Arif
7:10 PM	20	Finance - 2023-24 Budget Status The congregation is running a surplus through 3 quarters; after changing our accounting system(from cash basis to accrual basis) to allow treatment of money given this fiscal year as part of a pledge for next fiscal year, Marc expects that we will end the year wit a deficit on the order of \$60,000 rather than the \$100,000 deficit projected at the begining of the year. - 2024-25 Budget Proposal: Review & Vote Marc went through the the rationale for the proposed \$1.35M 2024-25 budget in some detail. It is essentially balanced based on current pledge commitments. The proposed budget was unanimously approved by the board with the provision that the senior minister has the discretion to apply funds in excess of the expected dollar amount towards additional personnel expenses. - Proposed Revisions to the Foundation Board Investment Policy(added by board vote to the original agenda) Marc highlighted the major revisions to the policy: updating the asset allocation guidelines to be consistent with our other investment policies, inclusion of alternative investment classes, and allowing investment with the Unitarian Universalist Common Endowmwnt Fund. Cathy made a strong request to add restriction in the policy related to environmentally responsible investing. After a lengthy discussion on the merits of making a change of this sort to the policy, we decided that we would charge the Finance Committee to investigate the the implications of restricting our investments to environmentally responsible investments. The Board approved the proposed changes with 8 votes in favor and 1 abstention.	Marc
7:30 PM	15	Board Visibility - Discuss Matt/Emily's list. Emily talked us through the ideas she and Matt had come up with. This was followed by discussion on the potential benefits and pitfalls of increased visibility. There was general agreement that we need to be intentional in how we go about this. More thought and discussion required.	Emily All
7:45 PM	10	Break	All
7:55 PM	30	IDI - Small Group Check-ins - Follow-up on April board discussion Slow progress...need to step it up	All

8:25 PM	10	Ministerial Evaluation Process Evaluation Process will be led by Governance Committee with goal of completing evaluation by the end of August.	Jeff/All
8:35 PM	15	Annual Meeting - Themes - Board Attendance	Jeff/All
8:50 PM	5	Consent Agenda Unanimously Approved - Approval of April meeting minutes - Monitoring: Acceptance of attendance and membership numbers & trends - Monitoring: Acceptance of staff and significant volunteer changes - Monitoring: Congregant grievances - Monitoring: Staff & Volunteer grievance - Monitoring: Staff Survey	All
8:55 PM	5	Gratitudes	All
8:55 PM		Adjourn	All

Statistical Report for May 2024

Board Meeting June 20, 2024

MEMBER MEMORIAL SERVICES: 1

Rita Franchett, May 25

MEMBER MARRIAGES/SERVICES OF COMMITMENT: 0

MEMBERS FOR APPROVAL: 0

MEMBERS REINSTATED: 0

MEMBERS FOR REMOVAL: 1

Dorothy Sylvestre, died May 25

CHILDREN DEDICATED: 0

Total members as of the last meeting: 993

To be added: 0

To be removed: 1

TOTAL MEMBERS: 992

May Attendance

	2024						2023					
	Sun. 9a Sanctuary	Sun. 11a Sanctuary	Sun. 10a Sanctuary	Sunday Webinar	YouTube Views	Totals	Sun. 9a Sanctuary	Sun. 11a Sanctuary	Sun. 10a Sanctuary	Sunday Webinar	YouTube Views	Totals
Adults	86	111		28	92	317	109	121		42	116	388
1st week												
2nd week	134	137		23	77	371	104	126		46	61	337
3rd week			172	27	97	296			174	41	96	311
4th week			128	38	100	266			116	30	96	242
5th week												
Monthly Total	220	248	300	116	366	1250	213	247	290	159	369	1278
Average for May	110	124	150	29	92	312.5	107	124	145	40	92	320
RE						9 & 11 RE						9 & 11 RE
1st week						102						156
2nd week						74						103
3rd week						-						
4th week						-						
5th week												
Monthly Total						176						259
Average for May						88						130
Combined Average						401						449