

# MEETING OF THE BOARD OF TRUSTEES APRIL 17, 2025 TABLE OF CONTENTS

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**First Universalist Church of Minneapolis**  
**Board of Trustees Meeting**  
**April 17, 2025**

Start	Duration	Topic	Lead
6:30 PM	5	Call to Order	Jeff
		<b>Lighting the Chalice</b> <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	Jeff
6:40 PM	5	Somatic Grounding	Jeff
6:45 PM	75	Executive Session	Jen
8:00 PM	10	Break	All
8:10 PM	15	Finance Committee Report	Marc
8:25 PM	10	Stewardship Committee Report	Emily, Emily
8:35 PM	5	Governance Committee Report	Lou
8:40 PM	10	Congregational Health - Next Steps	Matt
8:50 PM	5	<b>Consent Agenda</b> - Approval of March 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 - 3-year financial plan/budget - Protection of assets - Financial review (audit/review)	All
8:55 PM	5	Gratitudes	All
9:00 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**  
**April 15, 2025**

**Spiritual Grounding**

These are different times, and these are times as old as time.

Thanks to our ancestors and the spiritual grounding of this community, we know who we are and we know what to do. We are a people of love and hope. We believe in a love so big that it leaves nobody out and draws everybody in. We believe in a love that leaves no one behind. We believe in a love so strong that as Dr. Mark Hicks said, it will not let us down, let us go, or let us off the hook. We believe that it is possible to practice beloved community and that building beloved community is the work of the church here and now. It always has been and it always will be, and we will need each other to be able to do it.

We will need each other to remind each other who we are and what we are here for. We will need each other to remember how we can survive and thrive and sing in hard times. We will need each other to hold the pain that is too big to hold alone, and to dream the dreams and make them real that no one of us can hold alone. We will need each other to bring tea and soup and lawn chairs, to hold harmonies, and be more than one drop in a bucket. We will need each other to hold courage and to en-courage each other. We will need each other to be that love so big that no one is left out of the circle, that love that will not let us go or let us off the hook.

**Monitoring Items**

**Attendance and Membership Trends**

Please see attached information.

**Staff and Volunteer Transitions:**

There have been no staff transitions over the past month.

**Congregant Grievances**

There have been no congregant grievances.

**Staff & Volunteer Grievances**

There have been no staff or volunteer grievances.

**Protection of Assets**

The Senior Minister and all church staff are in compliance with Section 5.9. of the Governing Policies Handbook, which states:

**Asset Protection**

The Senior Minister shall not allow the assets of the Church to be unprotected, inadequately maintained, or unnecessarily risked.

Accordingly, the Senior Minister shall not fail to:

5.9.1. Comply, to a reasonable extent, with Generally Accepted Accounting Principles with regard to all financial transactions and reports.

- 5.9.2. Insure against theft and casualty losses at replacement value less reasonable deductible and/or co-insurance limits.
- 5.9.3. Insure against corporate liability and personal liability of Board members and staff, taking into account pertinent statutory provisions for indemnification and exemptions applicable to Minnesota non-profit organizations.
- 5.9.4. Prevent un-bonded personnel access to material amounts of funds.
- 5.9.5. Properly maintain the Church physical plant and equipment.
- 5.9.6. Solicit at least two competitive bids when making purchases or entering contracts for over \$10,000.
- 5.9.7. Invest foundation and Church capital in accordance with approved investment policies.
- 5.9.8. Protect intellectual property, information, and files from significant damage.
- 5.9.9. Protect the Church's public image, credibility, and non-profit status.
- 5.9.10. Honor documented donor and source restrictions placed on foundation, legacy and restricted funds.

### **Information Items**

There is a congregational budget meeting scheduled for Sunday, May 11, 2025 at 1pm.

Rev. Jen recently participated in the service of installation for Rev. Dr. Oscar Sinclair as the new Senior Minister at Unity Church - Unitarian, offering the charge to the congregation.

Rev. Jen and members of the Sanctuary and Resistance Team have been in conversation with clergy and congregants of the First Unitarian Society, Unity Church - Unitarian, and White Bear Unitarian Universalist, to support each other and meet the growing needs of our siblings and community.

Rev. Jen will be participating in the May Board meeting remotely. I'll be in Chicago for a meeting of the Meadville Lombard Theological School board, and for their commencement ceremonies on Sunday, May 18.

**First Universalist Church of Minneapolis**  
**Board of Trustees Meeting**  
**March 20, 2025**  
**6:30 - 9:00 pm**  
**First Universalist Church**  
[Cummins Room & Zoom \(multiplatform\)](#)

Start	Duration	Topic	Lead
6:30 PM	5	<b>Call to Order. All present</b>	Jeff
		<b>Lighting the Chalice</b> <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	<b>Agenda Approval. Approved</b>	Jeff
6:40 PM	30	<b>Executive Session</b> - Somatic Grounding - Spiritual Community Building/IDI. <b>Focused on the Youth BOT conflict of interest policy. We discussed our our minimization mode contributed to how this policy was formulated and communicated. Action items: 1) Current Conflict of Interest Policy Review (Ilo to send a draft). 2) Revisit the role of youth on the BOT. 3) Lead the repair work with affected parties (Matt-Immediately) 4) Work on communication to the wider audiences impacted (Matt/Sarah) Complete by April 1, 2025</b>	Jeff Jen/Ashley
7:10 PM	5	<b>Consent Agenda Approved</b> - Approval of February meeting minutes - Monitoring: Acceptance of attendance and membership numbers & trends - Monitoring: Acceptance of staff and significant volunteer changes - Monitoring: Congregant grievances - Monitoring: Staff & Volunteer grievances - Monitoring: Exit interviews	Jeff
7:15 PM	10	<b>Finance Committee Report Current expense projection of negative \$20,000 to budget Planning some input sessions April 6 and 9 for 2025/26 budget</b>	Marc
7:25 PM	10	<b>Governance Committee Report. Created a revised draft of the 2023/24 performance review of Jen and is almost complete.</b>	Lou
7:35 PM	10	<b>Stewardship Committee Report. May 4th Fundraiser Concert is a go. Goal of netting \$10K Final push for pledges</b>	Emily, Emily
7:45 PM	10	<b>Break</b>	All
7:55 PM	20	<b>BOT Youth Membership Policy (see IDI session above)</b>	All
8:15 PM	20	<b>Congregational Goals 25/26. Discussed having these goals set for 2025/26. Goal of having goals by end of May, 2025. We want to choose an area of focus for health of the congregation to be included in shared goals among all leaders.</b>	Jen
8:35 PM	20	<b>Congregational Health. (Covenant and Culture of Welcoming and Belonging rated the highest) Can the Board address Covenant and get David Pyle's help on this and Welcoming and Belonging. Belonging requires the wider church. Feeling part of co-creating this culture. Can we use the practices of beloved community to inform Covenant? Incorporate IDI to underlie this work.</b> - Who's is interested in working on this? - What do we want to accomplish? - What is a rough timeline?	Jeff
8:55 PM	5	<b>Gratitudes</b>	All
9:00 PM		<b>Adjourn</b>	All

**Roles, responsibilities, and resources for Board Members**

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March Attendance											
	2025						2024				
Adults	Sun. 9a Sanctuary	Sun. 11a Sanctuary	Sun. 11a Webinar	YouTube Views	Totals		Sun. 9a Sanctuary	Sun. 11a Sanctuary	Sun. 11a Webinar	YouTube Views	Totals
1st week	146	205	33	70	454		108	173	33	180	494
2nd week	101	125	41	100	326		151	174	35	159	484
3rd week	92	176	43	67	378		117	140	43	152	452
4th week	125	153	50	99	427		107	100	51	100	307
5th week	82	118	55	83	338		81	123	26	79	309
Monthly Total	546	777	222	419	1923		564	710	188	670	2046
Average for March	109.2	155.4	44.4	83.8	384.6		112.8	142	37.6	134	409.2
RE	9 & 11 RE						9 & 11 RE				
1st week					140						135
2nd week					44						138
3rd week					30						166
4th week					103						143
5th week											8
Monthly Total					317						590
Average for March					63.4						118
Combined Average	448						527.2				
Notes											

#### Non-Sunday CYFM Attendance for March 2025

Saturday Sprouts: *coming up April 19*

Overnights: None in March

Community Dinner: 32 kids/youth and 7 adults

Trans Day of Visibility Potluck: 35 total (all ages)

**Statistical Report for March 2025**

**Board Meeting April 17, 2025**

**MEMBER MEMORIAL SERVICES:**

**MEMBER MARRIAGES/SERVICES OF COMMITMENT: 0**

**MEMBERS FOR APPROVAL: 20**

**MEMBERS REINSTATED: 0**

**MEMBERS FOR REMOVAL: 0**

**CHILDREN DEDICATED: 10**

**Total members as of the last meeting: 997**

**To be added: 20**

**To be removed: 0**

**TOTAL MEMBERS: 1,017**

**First Universalist Church of Minneapolis**  
**Finance Committee Meeting Minutes**  
**10 April 2025**  
**6:00-7:30 pm**

Members present: Dan Berg, Marc Gorelick, Julie Most, Cameron Smither

Staff present: Brad Schmidt, Jen Crow

Stewardship liaison present: Tom Saterstrom

Meeting convened at 6:00 pm

1. Chalice Lighting
2. Minutes from the prior meeting were approved
3. YTD financial results were reviewed.
  - a. Through February, trends remain similar to prior months. YTD has a surplus of \$81,000, which is \$72,000 ahead of budget.
  - b. Giving remains higher than expected, though as projected is normalizing. Of note, though, we celebrated that total fundraising (non-pledge) is at \$183,000 through the first 8 months, vs a total year budget of \$206,000
  - c. Most expense categories remain above budget, consistent with prior trends.
  - d. With no additional adjustments, projection remains a deficit of approx. \$20,000. Jen has a mix of additional revenue and expense reductions to consider once the 3<sup>rd</sup> quarter results are finalized.
4. Stewardship update.
  - a. Ongoing efforts to contact people who have pledged last year but not yet this year (approx. 40-50 pledging units), as well as outreach to individuals who give between \$600-2400 to request an increase for next year
  - b. Fundraising concert for 5/4 -ambitious \$30,000 goal
5. 2025-26 budget update
  - a. Appreciation for budget listening sessions (4/6, 4/9). Estimated 40-45 total attendees.
  - b. Total pledges plus anticipated pledges of approx. \$1.1M so far; approx. \$250k gap to "expected case" budget scenario
    - i. Suggestions about connecting with young adult members to encourage/inspire giving – Cameron to work with Emily Wallace from Stewardship on that
    - ii. Ongoing communications include testimonials and sermon messages
    - iii. Additional expense reductions being considered by Jen
6. Sanctuary and Resistance Fund. We have a restricted fund for sanctuary and resistance work. Current wording reflect focus on immigrants, but our work is expanding to embrace other refugees (e.g., transgender). Dan, Cameron, and Julie volunteered to draft revised charter language to reflect that broader scope.

Meeting adjourned at 7:03 pm

Respectfully submitted,  
Marc Gorelick, Treasurer



# First Universalist Church of Minneapolis

## Income Statement

### Operating Budget

	Actual 07/01/2024 to 02/28/2025	Budget 07/01/2024 to 02/28/2025	Variance	Annual Budget 07/01/2024 to 06/30/2025
<b>Revenues</b>				
<b>Support</b>				
Annual Giving	\$984,084.12	\$892,180.76	\$91,903.36	\$1,314,350.00
Donations/Fundraising	\$182,629.45	\$131,791.34	\$50,838.11	\$206,000.00
<b>Total Support</b>	<b>\$1,166,713.57</b>	<b>\$1,023,972.10</b>	<b>\$142,741.47</b>	<b>\$1,520,350.00</b>
<b>Earned Revenue</b>				
Service/Rental Income	\$69,434.07	\$75,999.92	(\$6,565.85)	\$114,000.00
Investment Income	\$1.40	\$0.00	\$1.40	\$0.00
Other Income	\$8,254.66	\$0.00	\$8,254.66	\$2,000.00
<b>Total Earned Revenue</b>	<b>\$77,690.13</b>	<b>\$75,999.92</b>	<b>\$1,690.21</b>	<b>\$116,000.00</b>
<b>Total Revenues</b>	<b>\$1,244,403.70</b>	<b>\$1,099,972.02</b>	<b>\$144,431.68</b>	<b>\$1,636,350.00</b>
<b>Expenses</b>				
Personnel Expenses	\$878,565.02	\$857,202.61	(\$21,362.41)	\$1,285,898.00
Administrative Expenses	\$110,556.56	\$100,103.81	(\$10,452.75)	\$149,009.00
Program Expenses	\$87,029.55	\$54,256.47	(\$32,773.08)	\$78,063.00
Building & Grounds	\$92,125.05	\$79,646.64	(\$12,478.41)	\$116,800.00
Other Expenses	\$793.99	\$0.00	(\$793.99)	\$6,500.00
<b>Total Expenses</b>	<b>\$1,169,070.17</b>	<b>\$1,091,209.53</b>	<b>(\$77,860.64)</b>	<b>\$1,636,270.00</b>
<b>Investment Activity</b>				
Realized Losses	(\$493.26)	\$0.00	(\$493.26)	\$0.00
Unrealized Losses	(\$1,154.49)	\$0.00	(\$1,154.49)	\$0.00
Dividends & Interest	\$1,457.44	\$0.00	\$1,457.44	\$0.00
Realized Gains	\$341.33	\$0.00	\$341.33	\$0.00
Unrealized Gains	\$5,776.65	\$0.00	\$5,776.65	\$0.00

First Universalist Church of Minneapolis

Income Statement

Operating Budget

	Actual 07/01/2024 to 02/28/2025	Budget 07/01/2024 to 02/28/2025	Variance	Annual Budget 07/01/2024 to 06/30/2025
Total Investment Activity	\$5,927.67	\$0.00	\$5,927.67	\$0.00
NET SURPLUS/(DEFICIT)	\$81,261.20	\$8,762.49	\$72,498.71	\$80.00

# First Universalist Church of Minneapolis

## Balance Sheet

	Actual As of 02/28/2025
<b>Assets</b>	
<b>Current Assets</b>	
Cash	\$112,113.69
Investments	\$3,264,735.51
Other Current Assets	\$38,725.82
<b>Total Current Assets</b>	<b>\$3,415,575.02</b>
<b>Non-Current Assets</b>	
Fixed Assets	\$5,475,295.39
<b>Total Non- Current Assets</b>	<b>\$5,475,295.39</b>
<b>Total Assets</b>	<b>\$8,890,870.41</b>
<b>Liabilities and Fund Balance</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	\$92,967.99
Benefits Payable	\$22,495.33
Other Current Liabilities	\$52,120.40
<b>Total Current Liabilities</b>	<b>\$167,583.72</b>
<b>Long Term Liabilities</b>	
Loan Payable	\$1,457,589.38
Interfund Transfer	\$0.00
<b>Total Long Term Liabilities</b>	<b>\$1,457,589.38</b>
<b>Total Liabilities</b>	<b>\$1,625,173.10</b>
<b>Fund Balance</b>	
<b>Unrestricted Net Assets</b>	<b>\$4,015,210.49</b>
<b>Donor Restricted Net Assets</b>	<b>\$3,250,486.82</b>
<b>Total Fund Balance</b>	<b>\$7,265,697.31</b>
<b>Total Liabilities and Fund Balance</b>	<b>\$8,890,870.41</b>

## February 2025 Year-to-Date Net Income vs Annual Budget

■ Increase ■ Decrease ■ Total

