

Minutes

Board of Trustees: April 20, 2022, Virtual Meeting

First Unitarian Church of Pittsburgh

Board Members Attending: Heather Masterson, President (2023); Kyle Gracey, Treasurer (2023); Sam Hens-Greco (2022)—left early; Amy DeChicchis (2024); Bob Mitchell (2024); Julie Downs (2022)

Board Members Absent: Lee Carnes, Vice President (2022); Kate Snow, Secretary (2023); Rob Schwartz (2024)

Ex Officio Member: Rev. Kate Walker, Minister

Others: Kurt Summersgill, Recording Secretary

Visitors: Cathy Rohrer

1. **Call to Order (7:04) (Heather)**
2. **Opening Words (Amy).** From Ralph Waldo Emerson
3. **Welcoming Guests (Heather)**
4. **Announcements (Heather)**
 - a. The next regularly scheduled Board meeting will be on Wednesday, May 18, 2022, at 7:00 p.m.
 - b. May dates
 - i. May 15, 3:00 pm Rev. Kate installation
 - ii. May 22, Annual Congregational Meeting. 1:00-3:00 p.m.
5. **Consent Agenda (Heather) (Documents)**
 - a. March 16, 2022 Board meeting minutes. Motion to approve as amended, by Heather, seconded by Kyle. Approved 3 in favor, two abstentions.
 - b. Minister's Report.
 - c. LRED Report.
 - d. Nominating Committee Report. Julie will keep us updated on the slate for the May meeting.
 - e. Finance Committee Meeting Minutes
 - f. Kyle has some questions about the Cluster meeting this fall at the church. Rev. Kate indicates there should be no cost to the congregation.
 - g. There is a question as to who is on the "Gardening" committee, and whether they are part of the Building and Grounds Committee. Kyle needs to know who is on what. Sam will get that information.
6. **VIM (Vision, Identity, Mission) report on Environmental Justice cottage meeting responses (Bob, Cathy Rohrer).** (Document) Appreciative Inquiry. We had about 60 participants. These questions are the most direct and actionable that we have had. Participation was skewed to the Racial Justice Task Force, Woman's Alliance, Green Sanctuary, but it was a wide distribution of members.
 - a. Actions: We need to educate ourselves.

- b. Partnerships with external groups (e.g. PIIN), community gardening (e.g. Black Urban Gardeners); Mayor Gainey; GASP; UU Justice PA; with other churches (e.g. Rodef Shalom, Black churches)
 - c. Public Witness, demonstrations, publications.
 - d. Educating others
 - e. Get out the vote efforts
 - f. **Visioning: We don't have one big thing the congregation is focusing on.**
 - g. **Motion to table discussion to a future meeting by Kyle, Second by Julie (5 in favor)**
7. **Discuss and vote to approve Environmental Justice proposal for annual meeting vote (Bob)(7:35) (document)**
- a. **Proposed:** That the congregation of the First Unitarian Church of Pittsburgh vote to commit to a year-long, church-wide focus on Environmental Justice, to take appropriate actions to address the issue.
 - b. **Kyle proposed some edits**, essentially to strike the educational verbiage, with the understanding that it be woven into the actionable parts. Motion by Kyle, Second by Heather, with Kyle's edits. Motion carries 5 in favor.
8. **Discuss strategic plan timeline and collecting input from members (Kyle)**
- a. Kyle and Bob have presented some of their thoughts by e-mail. Kyle is looking for a sense of the Board if they are all aligned with the process. Is it designed as a three-year rolling plan? The idea is that this is an ongoing process, altered every year. Kyle: Is the Board Retreat a good time to address some of this? Bob thinks it is the most important thing. There is a sense of the Board that this should be a focus of the retreat. Rev Kate: This should be a congregational strategic plan as well, not just the Board's strategic plan.
9. **Plans and agenda for Annual Congregational Meeting (Heather, Rev. Kate, Kyle) (8:01) (document)**
- a. There is the hope for a hybrid meeting. The tech team can make it happen. There would be a cost to live streaming.
 - b. Kyle and Claus are researching the voting process.
 - c. Time May 22 (Khasi Hills service). 12:45 or 1:00 start time?
 - d. We could skip the In Memoriam, since we cover that in the Fall.
 - e. Staff reports are written, and also presented in abbreviated form at the meeting.
 - f. Childcare should be built into it. Heather will ask Erica about the details.
 - g. Begin and end with hymn.
 - h. Include time budgets for the speakers.
 - i. Include the VIM part, because there is an associated vote.
10. **Vote: Proposed Bylaws change to clarify membership requirements (Kyle) (8:22)**
- a. This is in addition to the amendment approved at last month's meeting. This change to Bylaws is proposed by Claus:
 - b. **"The Treasurer of the Board of Trustees will review the Membership Roll at least annually to ensure that it accurately reflects the church's membership. To**

continue to be carried on the Membership Roll, a Member is required to have made a financial contribution of record (i.e., a contribution associated with the Member by name) to the church operating fund for ~~during~~ the previous fiscal year. The Board President and Minister have the authority to grant waivers of this requirement. Removal from the Membership Roll under this section is effective only upon completion of the membership termination process in section 4. “

- c. Moved by Kyle, seconded by Bob. Motion carried unanimously (5 in favor). This is now on the agenda for the annual meeting.

11. **Ratification of e-mail vote: Motion to approve Board of Trustee Position descriptions (Heather)**
Motion by Heather, second by Julie. Motion carried unanimously (5 in favor)

12. **Discuss and Vote: appointment of Gretchen Aiyanger to the Committee on Shared Ministry (Rev. Kate)**
Motion by Heather, second by Bob. Motion carried unanimously (5 in favor)

13. **Present for discussion and approval-cost proposal from Bottom Line Solutions for LED lighting upgrade (Bob) (8:32) (document from Building Committee)**
 - a. Bottom Line Systems looked over the church. The point is to replace everything with LED fixtures. The proposal is for about \$10,000 (not including the big lights in the sanctuary or the Minister’s bathroom). The rebate from Duquesne Light will be \$739. This will save up to \$3000/year in electric costs (this is a generous estimate). One of Bob’s concerns is about lighting of different “color temperature” (3 settings). The vendor said it would be quite expensive. An estimate some years ago for three rooms (Undercroft, Youth Room, Schweitzer) was about \$13-14,000. Kyle indicates that we have the capital funds for this price range.
 - b. Tabled. We need input from the stake-holders, e.g. Art Committee, Erica, Building and Grounds. Bob will collect this information and bring it back to the Board.

14. **Executive session (Heather)**
Motion to approve \$1,514 in capital expenditures approved unanimously (5 in favor)

15. **Adjourn (Heather)**

Respectfully submitted,

Kurt Summersgill, Recording Secretary

Approved by the Board: May 18, 2022

Kyle Gracey, Treasure