

Minutes

Board of Trustees: October 19, 2022

First Unitarian Church of Pittsburgh

Board Members Attending: Rob Schwartz, President (2024); Heather Masterson (2023); Kyle Gracey, Treasurer (2023); Amy DeChicchis (2024); Bob Mitchell (2024); Kate Snow, Secretary (2023); Christine Milcarek (2025); Raeann Olander (2025)

Absent Members: Nicholas Izzo (2025)

Ex Officio Member: Rev. Kate Walker, Minister

Others: Kurt Summersgill, Recording Secretary

Visitors: Mie Rietsema

1. **Call to Order (Raeann)**
2. **Opening Words (Amy).** “Grieve Not Your Heart,” Universalist hymn.
3. **Welcoming Guests (Raeann)**
4. **Announcements (Raeann)**
 - a. The next regularly-scheduled Board meeting will be on Wednesday, November 16, 2022, at 7:00 p.m.
 - b. Opening words for Nov: Heather
 - c. Committee Reports due in November: Stewardship, Building and Grounds, Investment, VIM
 - d. UU Cluster meeting at First Unitarian Saturday, November 12, 2022.
 - e. 8th Principle vote. Sunday, October 23, 12:30p.m.
5. **Consent Agenda (Rob) (Documents)**
 - a. September 19, 2022 Board meeting minutes. Motion to approve by Heather. Second by Christine. Approved unanimously.
 - b. Minister’s Report (see document).
 - c. LRED Report (see document)
 - d. Update on roof repair. (see document)
 - e. Program reports: Stewardship, Personnel, Program Endowments (Rob had a question about the relatively large amount from the music endowment going toward hiring singers. This approach was recommended by Kyle.) (The endowments receive annually the amount of money stipulated by the endowment, so not all money is available each year. For many years not all funds available have been spent, and when that happens the funds go back into the endowment.) VIM (Bob will submit the report next month.)
 - f. 2022-2023 Board Priorities. No updates.
6. **Vote: Revised COVID policy (Rev. Kate) (document)**
 - a. There is now a preamble stating our purpose to be radically inclusive, while keeping in mind those who are vulnerable, so the purpose is clear. This updated proposal provides for food consumption in the church for approved events in approved spaces, and also includes an update of the measures to be taken. These apply to church activities, but not to rentals, and are correlated with CDC

Allegheny County infection levels. When Allegheny County is red, proof of vaccination is required. For all the rest of levels high quality masks are required and vaccinations are expected.

- b.** Motion to accept the new policy wording by Kyle. Second by Heather. Motion carried with one abstention.
- 7. Status and plans for installing and testing a SecureAire unit that is on loan to us (Bob)**
 - a.** Active Particle Controller (APC). We received this on October 4, and it fits into the slot where the current filters are. On this Friday, the prototype unit will be installed. We have ordered 1 or 2 monitors. Then we can do some testing with the prototype and with the other air purification equipment we have for the Undercroft. We should have results before the next board meeting. If we decide them to proceed, there will be a 6 to 8 week turn-around, so by early January before we can actually install them. What reduction is good enough?
 - b.** Kyle: The original funding plan was to use funds that have now been spent for other capital projects. We might have to pull capital from capital-restricted funds. (Bob) Installation is \$800. The total cost is in the range of \$30,000.
- 8. Quarterly Treasurer's report, October Finance Committee Minutes (Kyle) (7:58)**
 - a.** We were pretty close to budget, but a little behind from where we hoped to be. Expenses were about what we intended, income has been a little behind, not so much pledge donations, but rental income, gift income, and investment income has been a little behind. We are now at only an \$18,000 loss. No major concerns. Kate: Where are the numbers for the Share the Plate collections? Kyle: line item is 400.130. We are now about \$1000 over budget, but that is not representative. In September, \$800 went into the general fund, \$800 to the charity. We still don't have a trend for Share the Plate.
- 9. Update on 2023 Budget (Kyle) (Document)**
 - a.** Changes are in **bold**. To balance the budget, he pared back the proposed COLA from 4.5% to 2%. This would be the first to be restored if the outlook improves. We have a date of December 4 to go over the budget with the congregation.
 - b.** Longer-term factors: We have been able to hold the line so far. For the future, we have fewer "idle" funds to draw on. We have a 1-2 year window of time to seek out other sources of income, or we will have to address cuts. There are also many unfunded projects. If we determine that it is important to fund them, we would just have to cut other funded projects or look for other funding, such as grants. Prior to Covid the rentals and rental security fee were about \$30,000. This year it has been about \$4,000.
- 10. Vote: Statement by the Board in support of adopting the 8th Principle (Kyle)**
 - a.** Motion that the Board supports the Congregation adopting the 8th Principle as proposed at First Unitarian of Pittsburgh. Moved by Kyle. Second by Kate Snow. The motion carried unanimously, 8 in favor. This statement of support will be quickly passed on the Congregation.
- 11. Vote: Board Liaison position description and update on to which entity each committee reports (Rob) (document)**
 - a.** Rob, Kate and Nick met on this.

- b. Kyle: Friendly amendment/edit to have the Finance committee chair be the Treasurer.
- c. Kyle: If we want to not have the HCC (Healthy Congregations Collaborative), he thinks the Board needs to formally dissolve the HCC.
- d. Kyle: If we are removing certain Board committees, we need to somehow to learn what is happening on non-Board committees. Rev. Kate will discuss this issue with Rev. Renee Ruchotzke from the UUA. This could be addressed at a future Board meeting.
- e. Kyle: Personnel. The minister deals mostly with personnel, but the Board has a role with personnel issues regarding the minister.
- f. Vote to approve the Board Liaison position description and dissolve the HCC. Motion to approve by Kyle; second by Raeann. Motion carried unanimously.

12. Appreciations and Aspirations (All)

13. Adjourn (Rob)

Respectfully submitted,

Kurt Summersgill, Recording Secretary

Approved by the Board: November 16, 2022

Kate Snow, Secretary