

# Minutes

## Board of Trustees: January 18, 2023

### First Unitarian Church of Pittsburgh

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

**Absent Members:** Christine Milcarek (2025)

**Ex Officio Member:** Rev. Kate Walker, Minister

**Others:** Kurt Summersgill, Recording Secretary

**Visitors:** Sue Oerkvitz, Peggy Parsons

1. **Call to Order (Rob) (7:02)**
2. **Opening Words (Bob).** From “Active Hope: How to Face the Mess We're in without Going Crazy” by Joanna Macy and Chris Johnstone.
3. **Welcoming Guests (Rob)**
4. **Announcements (Raeann)**
  - a. The next regularly-scheduled Board meeting will be on Wednesday, February 15, 2023
  - b. Opening Words for February: Raeann
  - c. Committee Reports due in February: Finance and Investment. Kyle also recommended that a report from the Environmental Justice Taskforce be included for February.
5. **Consent Agenda (Rob) (Documents)**
  - a. December 21, 2022 Board meeting minutes. Motion to approve by Kyle, as corrected. Second by Heather. Approved 7. One abstention.
  - b. Minister’s Report (see document). Heather: Bring a Friend initiative. There was some question at Stewardship as to the next steps for different committees. Especially to loop Jean Schmidt in. Rev. Kate will do so.
  - c. LRED Report (see document) Nick: Young Adult Ministry Coordinator: Not listed as an employee because of the limited funding source.
  - d. Committee reports: Stewardship, Personnel, Program Endowments, and VIM
  - e. 2022-2023 Board Priorities. (review).
    - i. Rob would like an informal check-in on the Board for the February meeting.
    - ii. Bob would like Board recruitment bumped up to a high priority.
    - iii. UUA GA. When Chris M. gets back, Rev. Kate with speak with her about next steps and keeping the Board up-to-date on the UUA Planning Committee.
    - iv. Board visibility. Please sign up to be an usher at least one service.
6. **2022 Treasurer’s Report (Kyle)**
  - a. The numbers in the Income/Expense Statement will still change some through the month of January, as pledges come in. We ended in quite a good place, given the

conservative budget. We were over 100% of budget for pledges. Expenses were almost exactly on budget. Right now, we are at \$24,000 in net income for 2022, with retained earnings of about \$37,000. These figures might change some, but it will be a positive number. Rev. Kate suggested that we share with the congregation the good information about pledging and the subsequent increase in cost of living for staff. Kyle responded that it has been shared on the church website and the newsletter, but agreed that sharing in a Sunday morning service would be good.

- b. Kate Snow: Sunday morning plate collection? Kyle: The collections have picked up, close to pre-COVID. The income is lower because of the 50% share.
  - c. Bob: The pledge income in December is high. Kyle: It is common for December to be high. This year was unusually high, some of which might be for 2023 pledges.
  - d. Heather: There are about eight members who did not contribute to their 2022 annual pledge. Stewardship will follow up with them.
  - e. January Finance Committee Minutes (document).
7. **Vote: Amending the Budget to raise cost of living increase. (Kyle) (7:36)** The 2023 budget accounted for a COLA 3% increase for all of the staff. We can now afford the full 4.5% to match the inflation rate. Other line items that are associated with salary, such as long term disability, do increase a little because of this. This ends up giving a small net deficit to the budget. Motion by Kyle. Second by Kate Snow. Motion carried unanimously.
8. **Discuss change to Committee on Shared Ministry (COSM) charter (Kyle, Bob, Rev. Kate).** Looking for input to the charter discussion. Should this committee also assess the Board? How/how often would the Board be assessed? They would like the Board's input on this. Self-assessment is part of this. Please send along any assessment tools that you have used at work. Next steps: Make additional changes to the COSM charter. Board approval of changes to the charter next month.
9. **Vote: Directing the Investment Committee to invest the \$10,000 bequest from the estate of Mary Kostalos in an unrestricted account of its choosing (Kyle).** Motion by Kyle. Second by Bob. Motion carried unanimously.
10. **Presentation of two proposed communications regarding church air quality (Bob) (document).** We don't have a full picture of what we need as far as masking and filters go. We need to continue to gather data in the summer, but we would like to update the congregation.
- a. Rob: The communication to the congregation should also include a sense of the cost. Bob will include this before sending it out to the congregation.
  - b. A brief update explaining to the congregation what has been learned so far from air quality monitoring, plans for future testing, and plans to develop final recommendations for possible acquisition of improved air filters for the Sanctuary. It has been some time since everyone has received an update, and they are wondering what's going on.
  - c. A revised list of recommendations, primarily to the Board, for achieving the best air quality we can reasonably achieve with the current equipment.

**11. Language to change By-laws, allowing for two consecutive three-year Board terms (Raeann) (8:35)**

**Section 2: Eligibility**

Individuals who have been Members of the Congregation for at least two (2) consecutive years are eligible to be elected to the Board of Trustees. Any Trustee who has served a full or partial three-year term is eligible to serve a second consecutive term if nominated by the Nominating Committee and re-elected at the Annual Meeting by the Congregation. No Trustee who has served for two consecutive terms (full or partial) 24 or more consecutive months is eligible for re-election until after an interval of one (1) year.

**Section 3: Size and Term**

The Board of Trustees consists of nine (9) elected Members plus ex-officio members as specified in Section 5 of this Article. Elected Members serve three-year terms, with three (3) ~~new~~ Members being elected each year. ~~to replace three (3) who complete their terms.~~

- a. Raeann, Heather, and Kate Snow met to discuss this change.
  - b. The timeline rationale for having a special congregational meeting was so that if the change was approved, it could apply to the incoming board members voted on in the May Congregational Meeting.
  - c. Motion to accept the changes tabled for February meeting.
  - d. Motion to call a special congregational meeting tabled for February meeting..
12. **Set date and time for Annual Meeting (Rob).** He will get agreement by e-mail.
13. **June retreat date (Rob).** He will get agreement by e-mail.
14. **Adjourn (Rob) (9:02)**

Respectfully submitted,

Kurt Summersgill, Recording Secretary

Approved by the Board: February 15, 2023

Kate Snow, Secretary