

Minutes
Board of Trustees: September 20, 2023
First Unitarian Church of Pittsburgh

Board Members Attending: Raeann Olander, President (2025); Brian Junker, Vice-President (2026); Kyle Gracey, Treasurer (2026); Nicholas Izzo, Secretary (2025); Rob Schwartz, (2024); Amy DeChicchis (2024); Bob Mitchell (2024); Jean Schmidt (2026); Christine Milcarek (2025).

Absent Members: None.

Ex Officio Member: Rev. Kate Walker, Minister

Others: Kurt Summersgill, Recording Secretary

Visitors: none

Call to Order (Raeann) (7:00)

1. **Opening Words (Amy)** United Nations Charter. (“We the People of the United Nations”)
2. **Welcoming Guests (Raeann)**
3. **Announcements (Brian)**
 - a. The next regularly-scheduled Board meeting will be on Wednesday, October 18, 2023.
 - b. Opening Words for October: Bob Mitchell
 - c. Committee Reports due in October: Stewardship, Finance, Personnel, Program Endowments, VIM (Vision, Identity, Mission)
 - d. Diversity training for congregation with Paula Cole Jones: Sept 29-30
 - e. PGH Cluster Meeting at Sunnyhill UU, Nov 11.
4. **Consent Agenda (Raeann) (Documents)**
 - a. Draft minutes from August board meeting. Motion to accept by Brian, Second by Bob. Motion carries unanimously.
 - b. Minister’s Report. (Document). Kyle: He wants to be sure the Board has a view of the prepared document if it is going out under the signature of the Board president before it is published, but not necessarily to edit it.
 - c. Committee reports: Stewardship, Finance (August and Sept) (It has been very difficult getting the signature cards updated, so there is some talk of changing banks), Safety (no report), LRED (Lifespan Religious Education Director). Rob will check that Erica (and Cicely) got the important dates, including for the annual meeting. Kyle had made some comments on the document for her, which she will get. Rev Kate will make an appeal for more Sunday school teachers.
 - d. Board priorities update.
5. Discussion of Minister’s Report (Raeann) (Document) 10 min.
6. Vote to reappoint Mary Dennison as chair of COSM (Rob). She has agreed to be appointed again. Rob moved to reappoint her, for a term from July 1, 2023 to July 1, 2024. Seconded by Brian. Motion carried unanimously.
7. Approve communication to congregation about Board self-assessment on the website and in the newsletter (Kyle) (Document). He doesn’t think it should be a separate e-mail.

(There is general agreement on that.) Motion by Kyle. Second by Bob. Motion carried unanimously.

8. Discuss draft 2024 budget (Kyle) (Document)
 - a. This will change over time as we get more information.
 - b. This will not be radically different from prior years.
 - c. There will be a COLA increase.
 - d. Solar panels are now on-line, so that will be saving us some money. The budget reflects a conservative estimate of those savings since we do not have data to go by yet.
 - e. Brian: Is this the right balance of income? Kyle: We need more diversification in income, with less dependence on pledges, and more from rent, endowment, capital campaigns, and legacy donations.
 - f. Rob: What is the overall increase for 2024: propose 4.5% pledge increase.
 - g. Brian: what are the current reserves: The capital reserve is about \$10,000 and the music reserve is about \$7000. Much of the music reserve has gone to salary.
 - h. Jean. The ask for pledge increase is 5%.
9. Questions related to membership growth and diversity we thought we'd ask COSM (Committee on Shared Ministry) to consider for the congregational assessment (Jean, Rob, Bob) (Document)
 - a. How prepared are we to grow? How welcoming and inclusive are we as a community?
 - b. How well are we doing getting people in the door on Sunday and outside of Sunday morning?
 - c. How well are we at engaging visitors?
 - d. There is still some confusion about the scope of COSM's charge from the Board. There is nothing here about the outward-facing partnerships and social justice. It is still not clear who will be communicating that to COSM.
10. Ingathering de-brief (Raeann). Deferred.
11. Schedule of in-person and virtual board meetings (Raeann) Deferred. She will send a calendar around for ideas.
12. Executive session (Raeann) (8:13)
13. COSM Evaluation of Minister
 - a. Raeann moved to Accept the "Report to the Congregation" submitted by COSM with a clarification of when the evaluation was conducted (change from "during this current church year" to "during the 2022-2023 church year". Nick seconded and the motion was passed unanimously.
 - b. Raeann moved to accept the "Report on Ministerial Assessment 2023" from COSM without change. The motion was seconded by Brian and was passed unanimously.
14. Appreciations and aspirations (All)
15. **Adjourn** (Raeann) (9:10)

Respectfully submitted,
Kurt Summersgill, Recording Secretary
Approved by the Board: October 18, 2023
Nick Izzo, Secretary