

Minutes
Board of Trustees: March 19, 2025
First Unitarian Church of Pittsburgh

Board Members Attending (End of Board Term): Brian Junker, President (2026); Jim Pashek, Vice President (2027) Kyle Gracey (2026), Treasurer (2025); Nicholas Izzo, Secretary (2025); Maria Lauro (2027) Raeann Olander (2025); Jean Schmidt (2026); Christine Milcarek (2025); Richard Dum (2027)

Absent Members:

Ex Officio Member: Rev Kate Walker

Others: Arthur Notaro, Recording Secretary

Visitors: Mac Perkins-High, Intern Minister

Call to Order (Brian) (7:00) (Zoom)

1. **Opening Words (Richard)**meditation on life. Breathe!
2. **Welcoming Guests (Brian)**
3. **Announcements (Jim)**
 - a. Next Board meeting: Wed., April 16, 2025 (hybrid zoom/in-person meeting).
 - b. April Opening Words: Raeann
 - c. Committee reports due in April; Finance, Nominating Committee, Personnel, Program Endowments, VIM
4. **Consent Agenda (Brian) (Documents)**
 - a. Minutes from February board meeting. Motion to accept (with edits) by Chris, Motion carries with all in favor. Unanimous approval.
 - b. Minister's Report.
Rev. Kate says nothing to add.
 - c. Intern Minister's Report
Mac has nothing to add.
 - d. LRED Report
No comments
 - e. Treasurer's report:
No comments
 - f. BOT Committee Charter Review Schedule: 3 to Review this year, Building Committee, Finance, and Investments. If there are changes or even no changes, the Charter should be re-certified by the board.
 - g. Committee reports:
 - i. COSM – no comments
 - ii. Finance
Slowly getting contributions on outstanding solar panel pledge. Negative balance continues to be reduced.

- iii. Safety – no comments
- iv. Progress Toward Strategic Plan
Rev Kate shouts out to Jean Schmidt who provided the bulk of the report.

5. **Capital Campaign Update (Jim)**

Jim notes the capital campaign has received pledges totaling around \$416,000. Kyle notes in addition to pledges, \$100,500 has already been contributed.

Please mark your calendars for April 6th for the public launch. April 6th will have a live component. Chris and Jean are helping with coffee hour on steroids. Capital Campaign Website will be live shortly. Working on testimonials to be delivered from the pulpit on Sundays.

6. **Vote: Yearly Endowment Withdrawal (Kyle)**

As per policy, Kyle moved to make the annual withdrawal from the Endowment Fund in the total of \$38,275.10 to be deposited into the following accounts

- o \$27,340 to the General Fund
- o \$1,400 to the Music Major Repair reserve.
- o \$9,536.03 to the Extraordinary Building Repair and Maintenance reserve.

The motion was unanimously approved.

7. **Helping Nom Com with recruiting BOT members (Raeann)**

A. Discussion ensues. Testimonials solicited. Kyle suggests more information is necessary. Provide a description of the position, amount of time required to clarify the roles. Jean suggests consulting personal connections at church about their potential future involvement on the board.

8. **Vote to add Heather Frye as Signatory on Venture Crew Checking Account (Kyle)**

- a. Brian moves to approve, all approve unanimously.

9. **Discussion/Vote on Resolution for dealing with Group accounts (Brian)**

- a. Brian presents the following motion:
 - i. Before funds are transferred from a "Group:" account (either one time, or on a recurring basis) for a purpose other than that for which the account was created, the associated member(s) of the congregation as in (W3) be contacted to seek advice and perspective on the transfer, and/or other disposition of the account;
 - ii. If no such member(s) are identified, notice of the proposed transfer and/or change in disposition of the account appear in the church's weekly newsletter for at least two successive weeks, and any members of the congregation who during that time identify themselves as interested in the account be treated as in (i);
 - iii. The ultimate transfer and/or disposition of the account be at the discretion of the Board, consistent to the extent it deems appropriate with any advice or perspective that may have been obtained via (i) or (ii);

- iv. The Board and/or its designee(s) are responsible for ensuring implementation of (i) & (ii), in each instance to which this policy applies.
- v. This resolution will be added to the Governance Manual
- b. All in favor, approved unanimously.

11. Vote on date/time for Annual Meeting: Sunday May 18 at 5 PM (Brian)

- a. Brian moved to hold the Annual Meeting on Sunday, May 18 at 5 PM.
All in favor, Unanimous approval of the date.
- c. Raeann notes the business meeting occurs separately from the following food event.
- d. Council of Communities makes sense to present, others not so sure.
- e. Kyle suggests to ask for presentations, with goal of avoiding hurt feelings.
- f. Kate (and Mac) mention referring back to the strategic plan, to give 2 items of interest.
- g. Nick mentions reminding of the strategic plan's existence.
- h. Maria mentions adherence to the strategic plan can help limit time of the event.
- i. Maria asks how long the meeting will run.
- j. Kate mentions church used to do awards
- k. Kyle mentions awards work well partway through a meal, in a familial setting. - Brian and Kate like this
- l. Kate needs help with the Banner - Arthur will help, with someone else too!
- m. Council in Dec/Jan started coming up with categories for fulfillment, no board members, or yourself.
- n. Brian asks if there is any way to honor those who volunteer, Mac suggests a careful introduction could serve this purpose at the meeting. We want to thank everyone for everything that is going on at the church without minimizing anyone.
- o. Raeann mentions it has been a while since we have given awards.

12. Vote: Appointment of Kate Snow to COSM (Rev Kate)

Rev Kate highly recommends her, Brian moves to appoint her, unanimous approval.

13. Format/Agenda for Annual Meeting (Brian)

Nick showed last year's agenda and Brian will build/modify off of that.

12. Board Retreat tentatively June 6-7 (remote?) (Brian)

- a.) Same date as last year. Is that good timing?
- b.) Brian and Kate both suggest an off-campus retreat, vacation home in Ligonier has been suggested overnight. Cannot sleep all overnight and need other arrangements. Jim P will be absent, Maria as well. Should we pursue the idea of doing this off campus?
Richard mentions he may need overnight care for Donna.

Kyle finds longer retreats are more helpful, may be more. Date not firm until discussed with new board nominees & current board members.

c.) Maria will be absent and may join remotely, Jim will be out of town, Kyle will be out of town, can remotely join for part.

13. Future Business (All)

Board retreat discussion to be continued. Brian has no future items.

14. Acknowledgements and Appreciation (All)

A.) Nic, appreciates Brian and Kyle for resolution of Art committee and Committee for Peace in the Middle East. Thanks to everyone!

B.) Raeann appreciates Jean.

C.) Kyle appreciates Brian's work on managing work around monetary distributions, upcoming meeting planning, etc. Appreciates Mac for building outside structures and relationships and will miss him in his role.

D.) Jean thanks Brian and Kyle for their work with the Art/P&JME Committees as well as Mac for his insight

E.) Chris thanks for mounting artwork.

F.) Richard thanks Jim for contributing photos.

G.) Maria appreciates committee resolutions. Appreciates Mac, his time in Pittsburgh.

H.) Mac appreciates the appreciation!

15. Adjourn (Brian) (9:00)

Respectfully submitted,
Arthur Notaro, Recording Secretary

Approved by the Board: April 16, 2025

Nick Izzo, Secretary