

**Unitarian Universalist Church at Washington Crossing
Board of Trustees**

268 Washington Crossing-Pennington Road
Titusville, NJ 08560



**Meeting Minutes
Wednesday, March 13, 2019**

Marianne Alt, president, called the Board of Trustees meeting to order at 6:57 PM. Also in attendance: Vice President, Nathalie Edmond; Treasurer, Lynne Quinto; Secretary, Ed Dobrowolski; Trustees: Patrick Kahney, (Process Observer), John Ueng-McHale (Timekeeper), Dianne Ross, Nina Todor, Colin Unsworth (Opening Words); Church Administrator, Susan Irgang; DLRE, Robin Pugh; Minister, Rev. Kim Wildszewski. Ministerial Resident, Hannah Gallo.

Consent Agenda

- The pre-reads included a report from the **Inclusion Group**. Rev. Kim recommended that we invite the team to a future meeting to hear what they discovered in person.
- Rev. Kim reminded us that there have been six deaths in the congregation over the past 8 months and that this loss is being felt by the congregation.
- Robin wanted the Board to know that she was operating in triage mode during the month although that wasn't specified in her report.

Marianne moved to accept the Consent Agenda, it was seconded and approved unanimously.

Treasurer's Report

Comments on Year-to-Date Results

- There was an \$8.8K deficit for February, with a \$9K surplus Year to Date (last February there was a \$12K deficit and \$26K surplus Year to Date).
- We received pledge payments of \$22K (budget \$32.7K /month); total slightly behind budget Year to Date.
- Plate income was right on budget for the month.
- Concert income is for the Meditation Concert and a Cosmic Crossing session.
- Staff expense a bit below budget for month, mostly due to low professional expenses.
- Insurance rates have increased; UUA was behind in billing, this month's entry represents new rates plus what was owed since the start of the fiscal year.
- Operations about on budget for month.
- Grounds expense for Jan. snow removal.
- Copier expenses includes usage fees, paid periodically.
- Utility expenses were high this month.
- Program expenses are below budget for the month;
- The Communications entry is for website hosting for last year and this Year to Date.

- Capital Campaign - quiet (financially) for month.
- We have 4.3 months in reserve (does not include Capital Campaign).
- Most of income and in building reserve is for an insurance payment for the plumbing back-up. There are a few smaller expenses still outstanding for the repairs. When complete, remaining monies will be moved to Capital Campaign account.

Policy Based Governance Discussion

The Board had a wide ranging discussion on the question: Should the mission or the Institution be the primary focus of the Board of Trustees?

Rev. Kim described a scenario when the mission of a church could no longer be accomplished and therefore the institution should be dissolved.

Scenario 1

A declining church with only 30 members left is no longer able to fulfil the mission and the only recourse is to dissolve the institution.

Ed described a scenario where a goal of the mission might have to be sacrificed in order to sustain the institution for future generations.

Scenario 2

An economic downturn causes a financial crisis. Funds are needed to pay the bills, and staff. The Board might decide to tap into the 50% of the plate that goes to SJ projects (Mission sacrificed for the Institution.)

Comments Included:

- The institution and the mission are intertwined. You can't achieve the mission without the institution.
- Silos exist in the congregation. Some of the silos were originally set up to support the mission and others to support the institution. We need to be careful that institutional silos don't drain the energy from the mission.

Endowment Committee Request

Ed made a motion that supported the Endowment Committee's request to place matching funds from the Make Now Our Vision campaign into the Endowment fund.

He proposed this motion:

The Board of Trustees approves the plan of the Endowment Committee to add the monies received from the Wake Now Our Vision Campaign into the Endowment Fund.

John referenced the Gift Acceptance Policy and described the rules for the disposition of gifts in that policy. Ed posited that the Gift Policy was not applicable since this was a Grant related to achieving a targeted result.

Rather than spend time on the application of policies the Board decided to overrule any applicable policies and approve the plan to move the monies to the Endowment Fund.

The Board voted on the following motion:

The Board overrules any applicable policies including the Gift Acceptance Policy and approves the transfer of the “Wake now Our Vision” matching funds to the Endowment Fund.

The motion was seconded and passed unanimously.

The reasons for overruling the Gift Acceptance Policy are as follows:

- The Endowment Committee advertised internally that the matching funds would go to the Endowment Fund.
- Donors believed that the matching funds would go to the Endowment fund.
- The Matching Funds may not actually be a gift making the policy not relevant.

Survey Proposal

In an email, Joe Schenk proposed that it is time for a Congregational Survey since the last one was done five years ago for the Ministerial Search.

Joe’s proposal suggested that the survey be conducted to help the congregation to become designated as a “Breakthrough Congregation” Rev. Kim questioned that as the sole purpose of the survey.

Ed described a number of reasons for the survey including input to a Strategic Plan. He suggested October as a more appropriate time.

Marianne proposed that we defer the discussion of a Congregational Survey until the April meeting. There is little time and many things going on at this time.

This conversation will continue in April. Marianne will contact Joe and Mike to let them know of the delay.

Nominating Committee

Ed reported that the Nominating Committee had nothing to report.

Marianne reported she will serve a one year term on the Board as a Trustee. Patrick has agreed to serve an additional term on the Board. He asked to meet with Lynne about the possibility of taking on the Treasurer’s role. He has not made a commitment to serve as Treasurer at this time. Candidates for the Board of Trustees were discussed and Dianne and Nathalie agreed to talk to two of the proposed candidates.

Capital Campaign

Marianne reported that a Civil Engineer has been hired. The firm, Van Note-Harvey Associates of Princeton, did the work for the parking lot.

Stewardship

Only 5 more Pledges are needed to meet the 75% Capital Campaign matching fund offer. Most pledges are coming in at about 10% higher than last year.

Housekeeping

- Volunteers are needed for Board Chat and CrossCurrent articles. A document is posted in the Board's Google Drive to indicate your preference.
- Annual Meeting attendance? - Nina and Nathalie will leave early.

Adjournment:

The meeting adjourned at 9:15 PM

Future Dates:

- There will be two Board Meetings in April: **April 3** (regular meeting) and **April 10** (budget meeting)
- Board Chat will be on April 7.
- Annual Meeting: June 2nd.

Respectfully Submitted,

Ed Dobrowolski

Secretary, Board of Trustees