

Minutes
Board of Trustees: May 15, 2024
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); Bob Mitchell (2024); Jean Schmidt (2026); Amy DeChicchis (2024), Christine Milcarek (2025)

Absent Members:

Ex Officio Member: Rev. Kate Walker, Minister

Others: Arthur Notaro, Recording Secretary

Visitors: Sue Oerkvitz, Jim Reitz, Richard Dum, Maria Lauro, Jim Pashek

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

1. **Opening Words (Jean)** Except from Paula Cole Jones from 2016 Fahs lecture: [Building a Community of Communities | GA Presentations | General Assembly | UUA.org](#)
2. **Welcoming Guests (Raeann)**
3. **Announcements (Brian)**
 - a. Next Board meeting: Wed., June 12, 2024
 - b. June Opening Words: Chris
 - c. Committee reports due in June: COSM, Finance, Safety
 - d. Annual Meeting on Sun, May 19, check-in at 4:30 PM, meeting start at 5 PM
 - e. Board Retreat June 8th, Time TBD
4. **Consent Agenda (Raeann) (Documents)**
 - a. Draft minutes from April board meeting. Motion to accept (with edits) by Rob seconded. Motion carries 8-0.
 - b. Minister's Report. (Document)
 - c. Treasurer's Report (document)
 - d. Committee reports:
 - i. Stewardship
 - ii. Building and Grounds
 - iii. Finance
 - iv. Investment
 - e. Board Priorities update
5. **Confirm email vote to add Michael Lotze to Nominating Committee (Nick)**

Nick Moved to confirm the addition of Michael Lotze to the Nominating Committee. The motions passed unanimously.

6. Final COSM Assessment (Sue Oerkvitz, Jim Reitz)

Jim Reitz presented the final COSM report, acknowledging all those on the committee who contributed to it.

The board will discuss it more deeply in June.

Kyle asked that an executive summary could be written that points to the most important areas that need improvement. Jim asked that Kyle email him a succinct request that he can present to the rest of the COSM committee.

Jean asked if this report contains the data from the survey that went out to the whole congregation. Jim, says it does. Jean asked about ratings for each item.

Sue clarified there was not a rating scale included.

Bob asked how much work was involved in this project?

7. Quarterly Investment Update (Kyle)

Investments have not changed much since the last report. We are ahead of where we were last year and the income from investments put into the operating budget is higher than expected. Investment met to do yearly rebalancing. There was money authorized for withdrawals from the Donaldson-Genzler Fund that was not used for the operating budget in past years (\$75, 296.99). This money can be used for helping cash flow but is kept in more productive investments rather than a bank account.

Discussion ensues. Kyle clarifies money can be withdrawn from endowment to maintain a financial buffer, until the buffer is maintained well enough to return the money to the endowment.

8. Vote to rebudget to cover LRED spouse health insurance (Kyle)

UUA now recommends partner health coverage as a benefit, and the professional development discretionary spending amount is 10 percent not 5 percent of the budget. 50% coverage for Erica's spouse is affordable within the budget surplus. Jean mentions this is normally assessed once a year, and we passed that point this year. Brian mentions if there is a relationship between the 75K and this cost? Kyle clarified the cost is 257\$ a month. Kyle made a motion to amend budget as per the 2024 tab to provide 50% spousal health insurance premium for professional staff with the understanding it only applies to LRED.

Bob seconded, 1 opposed, motion passes.

9. Transfer of Habitat for Humanity reserve to EECM reserve (Rev Kate and Kyle)

Kate mentioned the EECM fund has a deficit. The volunteers all contribute to the dinner fund paying for their share out of their pocket. Discussion ensues.

Kyle moved to transfer \$1,697.53 from the Habitat for Humanity Fund account to the EECM Mens Shelter Dinners account. Chris Milcarek seconded, 8 were in favor and 1 abstention.

10. Ministerial Intern: reallocating money within budget for funding position (Rev Kate)

Kate reviewed the proposed budget, and proposed funding sources and is only short \$367.

Rev Kate proposed transferring a total of \$25,192,50 from the following sources:

- \$5000 from LRED Sabbatical account
- \$2000 from Signage reserve
- \$1825 from the Rain Garden Reserve
- \$967.50 from the Environmental Justice Exchange

Rob - the COSM report mentioned new signage, depleting the fund limits our ability to respond.

Brian - what is the timeline? Kate, person needs to know very soon if they are moving to Pittsburgh.

Brian moved to transfer money to a ministerial intern transfer account but that the move is conditional on the consent of the donor of the signage account.

Chris seconded, unanimous approval.

Note that grant funding for this position do not require board approval

11. Resolution by Board to support continuing as a teaching congregation for the ministerial intern (Raeann)

Raeann moved that the board approve the resolution. Kate notes she will form an intern committee. The resolution was passed, unanimously.

12. Delegates to GA: vote to certify (Raeann)

Two members have voiced their interest in serving as delegates to GA: Jean Schmidt and Kyle Gracey, Raeann moved to approve the 2 delegates, Nick seconded, there were 7 votes to approve, with Kyle and Jean abstaining from voting for themselves.

13. Statement on SREC credits (Kyle)

Kyle reviewed the executive committee's proposed language to share news from Claus. Kyle reviewed for the new board members the ethical issues. Brian requested that the statement is prepared well in advance of the upcoming June board meeting.

14. Annual Meeting (Raeann) Sunday May 19 @ 5 pm

- a. **Finalize Agenda** - has been fashioned to allow time to count votes
- b. **Voting procedure** Kyle recommended to open up voting early in the day
- c. **Table topics** - Rev Kate wondered if an idea board could be displayed

- d. **Beverage** - responsible by the board, water and iced tea
- e. **Childcare** - Jean arranged this and located funding with others
- f. Event organized - Amy and Chris helped organize the event, a couple volunteered to help with cleanup

15. Suggestions for Future Business (All)

- a. Do we need a process for dealing with donations earmarked for a specific purpose that later gets repurposed?
- b. Brian compiled a spreadsheet of Future Business items from board meetings this past year
- c. Board will discuss the COSM report at June meeting. Need thought as to the process for discussion
- d. Link to annual report appears to not work, could it be resent?
- e. Is there a plan to react to the composting discussion?
- f. Brian - plans for the Board to contact about a 1/3 of the congregation to ask what could be going better or worse? Could this be spread out better over the entire year? It was noted that the Stewardship committee does this and the Board helps out with some of the contacts.
- g. Chris - Homeland Security appraised the church with regard to safety, Chris talked with buildings and grounds, and will put together grant proposals for 6/24 deadline.
- h. Bob - the COSM report leads to a lot of future potential business
- i. Bob - The Fantasy Auction led to roughly a \$20,000 income

16. Appreciations and Aspirations (All)

- a. Jean - thanks to organizers, thanks to Nick for organizing documents, 45 asks, and 45 responses.
- b. Kate - the auction was phenomenal, David and Heather, but also others
- c. Maria - thanks to Heather for pushing the auction to happen
- d. Nick - thanks to Bob who asked the COSM people how much work they put into the report
- e. Raeann mentioned auction is amazing, and thank you to all your efforts

17. Adjourn (Raeann) (9:03)

Respectfully submitted,
Arthur Notaro, Recording Secretary

Approved by the Board: June 12, 2024
Nick Izzo, Secretary