

FUUSN Board of Trustees
Tuesday, May 26, 2020
Virtual Zoom Meeting, 7:00 PM

Staff: Erin Splaine, Minister Amanda Graff, DLRE Board: Chris Krebs, Chair Christine Lookner, Vice Chair Ted Hess-Mahan Will Kisiel, Youth, absent Clark Lakowski, Youth Siena Lerner-Gill, Youth Demie Stathoplos Brooke Foucault Welles Clerk: Kit Ryan	Visitors: Sharon Sisskind, Operations
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INVOCATION / CHALICE LIGHTING/READING OF THE BOARD COVENANT: 7:00.

CONGREGATIONAL APPRECIATIONS: Board recognition of members of the Congregation who have gone above and beyond in their recent co-ministry of FUUSN:

- ABD (Annual Budget Drive) team: Elizabeth Greer, Michael Costello, Rob Gifford, Julia Huston.
- CoA (Coming of Age) team: mentors, coordinators, and Amanda.
- Sandy Island team, planners and coordinators; Erin O'Donnell, Denise Bousquet, Barbara Schmitt, Carol Anne Myers and all who supported them.

UPDATE ON STAFF AND CONGREGATIONAL RESPONSE TO COVID-19 SITUATION:

Review current staff and congregational responses that are relevant for the Board's responsibilities and activities:

Erin Splaine:

- Preparing to switch from Spring to Summer programming.
- Summer staffing: Erin, Amanda and Fran will be available. Aoife, Akela, Rosemary, and Anne are usually off for the summer. Anne will continue Friday Night Vespers, will continue to work with the choir; stipend will be added to the budget. Also plan to add funding for Rosemary for summer hours, and Akela; have discussed with the PPC (Personnel Policy Committee).
- Staff are developing some fun activities, so our "vurch" (virtual church) will not be exclusively Zoom services and meetings.
- Next year: plan to update the congregation at the end of June, as needed; also, will discuss at the Annual Meeting. It is easier to plan a closure, then reopen, than to reopen,

and have to coordinate a re-closure; there are no reliable predictions for the current pandemic. Currently plan for virtual activities to continue until December. Will utilize UUA guidance.

- Fran, other staff members check on building during the week; Judy Curby has been coming in to manage FUUSN finances as Treasurer. Discussed bookkeeper issue.
- Will upgrade equipment for staff to improve virtual presence, coordinate activities.
- Erin plans to review the Minister's Discretionary Fund with Faith Kreider, Assistant Treasurer; anticipate there may be increased need in the future. The Fund may be used for FUUSN members, also for the wider community.

Amanda Graff:

- Continuing RE virtual offerings, such as Bedtime Stories, Parents' Support Group; Zoom attendance has been variable. Families are challenged with yet another Zoom meeting among their other quarantine activities. Working on ideas for support for families.
- Planning for the Fall programming and activities.
- ADRLE (Assistant Director Religious Lifespan Education) position; working with Search Committee; currently there are 5 applicants for the now part time position.

PLANNING FOR FUUSN'S COVID-19 RESPONSE (REMAINDER OF FY20 AND FY21):

- Review plans for Annual Meeting and Summer services.
- Review contingency plans for fall, winter, and spring of FY21.
- Reconfirm plan on how and when to communicate with the congregation.

FINANCIAL: Review current status of FY21 budget finalization and scheduling of BOT approval.

- Susan Bartlett, Operations, will have budget and narrative completed this week.
- Board of Trustees and Operations will meet at the end of the week (to be coordinated) to review and approve before the Annual Meeting.

GOVERNANCE: UPDATE ON MINISTRY REVIEW PROJECT

- Elli Crocker-Morse and team are completing their report.
- The report will be shared with the congregation for discussion when completed; important issues include how do we share ministry. Erin will be available for conversations with congregants; working on how to communicate, such as after service "Coffee Hour."

GOVERNANCE: Financial Oversight Committee (FOC)

- Update on Financial Oversight Committee status, composition, and priorities for FY2021.
- Vote to approve membership and priorities of FOC for FY2021.

Discussion points included:

- The FOC members are Dede Vittori, Josh Cohen, and Lucy Boyle.

- The FOC will review FUUSN finance practices and controls. Working on finalizing the gift policy, in coordination with Jacki Rohan. Developing financial continuity plan for emergencies/contingencies.
- Demie made the motion that the BOT directs the FOC to develop and formalize a business continuity plan/strategy for FUUSN finances and financial operations during an emergency; the motion was seconded by Ted. The motion passed unanimously.
- Demie motioned to confirm the membership of the FOC; the motion was seconded by Ted. The motion passed unanimously.

PROCEDURAL:

- Vote to approve BOT meeting minutes for April 2020; Christine made the motion to approve the minutes; the motion was seconded by Brooke. The motion passed unanimously
- Vote to approve deposit of funds (\$2,336) donated in memory of Allan Hartman to the Board Designated Endowment Fund, as recommended by Urban Larson, Board of Investment: Demie moved to approve the funds' deposit; the motion was seconded by Brooke. The motion passed unanimously.

GENERATIVE: Review FY2020 Board priorities and progress to date.

- Ministry Review Project—Report completed
- Reimagining & Strengthening Stewardship Culture—Target outcomes, plan, and initial projects identified
 - Moving forward. Outcomes, charge for stewardship team developed, some initial projects. Currently will proceed as Board-directed projects, may have specific congregants participate for their expertise
 - Ted will work with Chris to develop topic content; Demie is interested in participating in the Fall.
- Develop Future Staffing Plan (future staffing structure, succession planning, hiring practices, diversity focus, etc.)—clarify status: Will continue to work on this next FY.
- Foster Inclusive & Resilient Culture (develop congregational covenant and processes to address and resolve breaches of the covenant)—Planning ongoing for FY21.
 - Brooke will continue to work on Safe Congregations, welcomes Siena, others to participate. Sharon may be available for virtual meetings during the summer.
 - Need input from the congregation; will continue to work on this during the next FY
- Looking Outward--Gaining a deep understanding of FUUSN's current and future operating environment (identify key aspects to understand, research these, prepare report)—clarify progress to date.
 - Demie and Christine had worked on developing SWOT (strengths, weaknesses, opportunities, and threats) analysis, but the environment has drastically changed since March; will continue to consider our greater community as events progress.
 - Will continue to solicit input regarding how to invite people in the greater community to join us, especially during these challenging times.

- Revisiting & Clarifying FUUSN's Mission/Purpose: develop & implement platform and forums for congregational & adult faith conversations—Planning ongoing for FY2021. Ted will work with Chris to explore platforms for outreach
- Racial Justice Ministry training program: at least one Board member trained—training postponed until September 2020
 - Erin, Jacqui James, Meg Holland will be meeting to plan the rollout.
 - Important to not lose momentum.
- Building as a financial component: share income and expense ratios with Congregation to inform and provide facts for discussion—Completed

STRATEGIC/GENERATIVE: Continue to formulate a short-term and medium-term strategy to develop/expand FUUSN's virtual presence and engagement as a virtual faith community

- Identify desired outcomes.
- Clarify key objectives.
- Open Questions.
- Next Steps.

Discussion points included:

- Virtual presence is evolving as pandemic continues.
- Continuing planning for short-, medium-, and long-term issues.

Appreciations for Board members completing their terms: Recognition and appreciations for the contributions and service of Brooke, Will, and Clark

Meeting adjourned at 9:04.