

UUSJ Board Meeting March 20, 2021

Participants: Trustees John Peterson, Emily Koechlin, Larry Underwood, Tanner Wray, Pat Behenna, Jack Lebowitz, David Shilton, Ken Mitchell, Terry Grogan, Bob McCarthy, Gary Magnuson, Sean McCarthy, Peter Bishop, Martha Ades, Bob Denniston, Serena Lowe, Charlotte Jones-Carroll, part of meeting Eleanor Piez, David Strauss, Alternate Suzan Chastain, Treasurer John Gubbings, Staff Pablo De Jesus and Paulette Demeres.

ACTIONS AGREED:

- **Motions made and approved:** budget revision for this year (para 4), Congregational membership in UUSJ – policy and procedures, funding formula (para 6), Nominating Committee – two new members (para 7)
- **Charlotte** to finalize budget proposal with Pablo for next FY
- **Sean** to finalize details of governance transition and call meetings of Nom Comm
- **Pablo** to complete work plans for UUFPP grant and general UUSJ Work Plan
- **Membership Committee** to develop funding formula & policy for congregational membership
- **Board members:** comment on budget, check with congregations on donations, express any interest in continuing on new board (to Sean M) or working as volunteer staff (to Pablo), sign up for Widening the Circle sessions, volunteer to help with Gala

After an opening reading from Martin Luther King, the quorum was confirmed (17 trustees, later reaching 19).

1. Minutes of December 19, 2020 board meeting (distributed): approved unanimously.
2. Executive Director's report (distributed): Pablo's highlights: continue to experiment successfully with multiple ways to conduct advocacy; ED spent unexpected time on preparing IRS 990 form in time to submit with CFC application; slow progress on work plan for UUFPP grant, for which most challenging aspect will be connecting with environmentally impacted communities as partners; tightening budget management to conform with financial policies. Comment: Larry Underwood had tracked down some UUs in Alaska as constituents of Sen. Murkowski, for advocacy zoom meetings. So it's possible!
3. Treasurer's report (distributed): John Gubbings noted we have over \$100,000 cash on hand, thanks to the UUFPP grant and substantial contributions from individuals. Congregational donations are slowly coming in (now=about half of budgeted amount). Bob urged trustees of congregations that have not yet donated to check with leadership at those places and let Pablo/John G know when/if donations will be coming. Fair share report had been circulated but is sensitive data and not put on website.

4. Budget revision for fiscal year (distributed): Charlotte went over reasons for proposing a revision for this FY: higher income in individual, grant and event lines, and changes in expense line items. Concerns re expenses are two: advocacy consultant's time will not all be covered by new UUSJ grant – only her time on environment-related advocacy. Paying her from UUSJ's own funds this FY and next for work in other issue areas will quickly run up deficit in that line item. Secondly, ED relies heavily on editing consultant for newsletter and other communications, in absence of a staff member for communications. This has quickly outpaced the original budget for consultants/communications but is a needed service. Need to think about covering in medium-term somehow. MOTION: To approve the revision to FY20-21 budget as proposed (table attached) to take into account increased income and adjusted expense items to align more closely with actual expenses. Motion passed unanimously.

5. Proposed budget for FY21-22 (distributed): This was for discussion, final version to be voted on in June. For staff, modest increases in salaries, inclusion of modest contribution to staff health insurance, coverage for professional development and expenses of ED's proposed attendance at GA (in Portland, OR), more realistic funding of communications and minor allocation for consulting strategic planning consultant (whose main contract is expected to be paid in full this FY). Feedback: adjust GA line item to make more realistic considering hotel and air costs. Review whether SALSA is best contact management service in future, allocate some of UUSJ grant to cover SALSA and Zoom costs, in lieu of advocacy consultant. Board email comments to Charlotte are welcome. Charlotte will revise for June meeting.

6. Membership (report distributed): John Peterson announced UUSJ membership now at 340 people – a high point, of which over 1/3 are from outside DMV (CA, PA, MA), along with MD/VA/DC original sources of membership. Committee will be contacting new members to share opportunities (educational events, anti-racism training possibly) and had inserted in recent newsletter the “eight victories” of past advocacy work. John also reviewed the Appreciative Inquiry interviews, which helped increase awareness about what UUSJ does (1/4 of interviewees not aware), only 1% had negative impression of UUSJ. Gary introduced two motions: (1) to direct the UUSJ Membership Committee to develop uniform policy and procedures for congregational membership by July 1, 2021 for approval by board, and (2) to establish new Fair Share funding formula based on percent of congregational operating budgets rather than dollar amount per congregational member. Both passed unanimously. These are perceived to be key to supporting national growth and engaging congregations. Suggestions: hold 2-3 membership virtual meetings per year; make sure congregations have flexibility as to how they raise funds to contribute fair share amount (not just via budget line item). Query: which board (this one or new one) will be approving these changes? Best for this board to approve, since it will take time for new board to get organized and this is urgent, though new board could revisit. What will motivate congregations to donate – transactional “benefits” of membership, or belief in supporting UUSJ's mission? Membership committee welcomes further feedback (to John Peterson).

7. Nominating Committee: Sean McCarthy, as chair of Nominating Committee, moved to add David Strauss and Jan Meslin as additional members of that committee (others had been approved in December). These two would add gender balance (in David's case) and geographic diversity (in Jan's case – she is from San Diego area). Motion approved (13 for, 3 abstaining). The Nominating Committee would thus be eight people, 3 trustees and 5 non-trustees, with geographic, ethnic/racial, gender/sexual orientation diversity.
8. PARC (policy and review of advocacy): Serena as head of this transitional committee of the Board (to review work of Advocacy Implementation team) expressed appreciation for Sean and Tanner's willingness to join PARC. She plans to hold 3-4 meetings before end of this FY, to handle any policy requests outside the agreed issue areas (and recommend to Board). PARC will work with ED on draft policy platform for FY21-22, and will review results of recent survey to help ED offer new Board proposed priority areas. PARC will also work on evaluation metrics. Serena applauded the role of the issue action teams in working with Pablo on advocacy initiatives. Pablo noted that Julia Kinard and Michael Thorne had been identified as volunteers to do follow-up on advocacy outings, an area inadequately addressed in the past. Serena, in turn, was thanked by Board.
9. Transition FAQs (distributed): Sean (and governance team) along with Bob had developed Q+A document to clarify how the transition from current Board (mostly named by congregations) to new Board (national nominations from Nominating Committee) would work, and which of current board members might continue. The new Board is expected to be 11 people, 6 current trustees and 5 new to Board, with initially staggered terms of 1, 2 or 3 years, so that turnover will in future be about one-third of the Board each year. The aim – as approved in By-laws revision last October – is to move to a diverse national Board. Current trustees' terms will all end after June 26 Board meeting (some may be proposed to new Board). Newly elected Board will meet immediately after current Board's June meeting to elect officers and Standing Committee Chairs, if possible. Any current trustee interested in being nominated for future Board should advise Sean McCarthy, also indicating whether for 1, 2 or 3 years. Discussion: deadline? None set but final candidates need to be circulated to Board by June 16. Concern re loss of momentum in committees with such drastic change. Suggestion is that old committee chairs offer to coach new ones. In particular, the social justice awards gala planned for October will need continuity.
10. Widening the Circle Board sessions: The first session with Paula Cole Jones will be held on April 2 from noon to 2 pm. Key volunteers in addition to trustees will be included. Registration email just out, so trustees are urged to join this optional session. A further session is planned for late May/June.
11. Gala plans: David Strauss (as head of Development Committee) announced that Martha Ades, Marcia White and Dean Wanderer (chair of awards selection) have agreed to help with gala, and further volunteers are welcome. Date is October 2, 2021. It will be

virtual. Discussion: awardees outside DMV? Martha noted that they are considering opening such awards, but the committee has to figure out how this would work. Plan is to have just five awards, with changed structure from past. Is this a Special Committee, to be approved by Board? To whom does it report? Currently a subcommittee of Development Committee, which is working with ED on the event.

12. Other business: Pablo noted that UUMFE is the partner for April (Earth Month) advocacy outing on environmentally-friendly agriculture. He also noted that Nicole Pressley, now with UUA, is encouraging national advocacy involvement by UUs, so UUSJ (which currently fills this niche) will be monitoring this development. Bob reminded that the June Board meeting will be June 26, from 10 a.m. to 1:30 p.m. It is a very important board meeting.

Charlotte Jones Carroll, Secretary