

First Unitarian Church of Des Moines

Board of Trustees Minutes | Thursday, May 2, 2024 at 6:00 PM
Virtual Meeting via Zoom

Board Members: Kevin Boeckholt, Jeremy Guenther, Crystal Loving, Kathryn Sutton, Natalie Mason, Walter Pearson, Heidi Lackmann

Staff: Rev. Meredith Garmon, Tracy Aukes

Called to order by Kevin Boeckholt at 6:02 PM

Timekeeper & Process Observer: Jeremy Guenther

New Business

Board of Trustees Nominees

- Information needs to be solicited from the nominees
- Three-year term: Ann Mowery, Kerry George, James Williams
- One-year term: Nobody has stepped up
 - Considering opening up floor nominations during the annual meeting if nobody steps forward between now and then
- Endowment Committee Nominees

Annual Meeting Packet

- **Finalizing & sending out packet**
 - From Natalie — needs to be finalized by May 15 (two weeks before annual meeting)
 - Notice needs to be mailed out right away
 - Packet needs to be mailed June 2nd
 - Last year we mailed notice of the annual meeting (time, place, agenda, text of resolution, names of candidates) with a link to the packet (this should be in the packet itself too)
 - Bill Brauch can help us understand what needs to appear in the notice
- **Financial summary**
 - WIP, will be posted shortly

- **Bylaws**

- Currently, it's a lot to digest and submit for one annual meeting
- Which one of these are the most pressing needs?
- Closes loops so that new board members can vote on officers and run for them
- Original issue Governance tried to address was the situation with Sally Merritt. Arose because Bylaws appear to not allow first-time members who cannot vote on officers; plus does not address an absent board member
- 6 consecutive years — Heidi wants more diversity on the Board. What was the impetus for this? From Natalie: High turnover rate on the Board and loss of institutional knowledge
- From Crystal (potential bylaw in the future): Mailed postcard notification with a webpage or snail mail option for annual meeting info/packet
- Motion to include the following bylaws in the annual meeting: absenteeism and minutes policies (the rest go to committee for further review)
 - Motioned by: Natalie Mason
 - Seconded by: Walter Pearson
 - Vote: All in favor

- **Budget**

- Ministerial Discretion Funding added in as “Board Discretion” to stay on track with pledges coming in
 - Board Discretion is only decided on how/what/when to spend as we realistically have the money for it
- Otherwise, identical to what's been sent out
- Faith in Action may be an issue during annual meeting, may need to anticipate on how we'd discuss it
- Motion to approve budget for the year
 - Consider revisions to make voting on budget clearer:
 - Renaming “Board Discretion” to “Priority”
 - “2nd Draft” to “Anticipated Budget”
 - Kevin will work on some re-formatting to clarify the budget
 - Motioned by: Crystal Loving
 - Seconded by: Walter Pearson
 - Vote: All in favor

- Bill Brauch agreed to moderate the annual meeting

- **Unsung UU**

- Considering an event, wall, another opportunity to be recognized
- “Singing Our Gratitudes”

- Solicit recognitions from congregants to be shared at annual meeting with a Google form
- Do a “recognition” activity
- People who will help: Crystal, Natalie, Kevin
- **Annual Meeting packet working meeting**
 - 6:00 PM on zoom May 14th
 - Natalie revise bylaw amendments
 - Crystal, Heidi, Natalie, Kevin — Unsung uu organizing
 - LeeAnn & Crystal will send bios for board of trustees nominations & MSC
 - Kevin
 - Financial summary for FOC
 - Endowment nominations
 - Faith in Action nominations
 - Review budget
 - Agenda — Put together by Kevin
 - Draft the notice to congregants
 - Tracy will check with Hannah; the church office worked on this last year by the staff
 - "Section 4: Notice of each annual or special meeting shall be given by mailing notices to members at least two weeks before a meeting. The notice shall include: a. The time, place and purpose of the meeting; b. The proposed agenda; c. The text of any resolution duly presented to the secretary; and, d. At the annual congregational meeting, the names of candidates proposed by the Nomination Committee and the name of any Board member whom the Board selected to fill a vacancy on the Board since the last annual meeting (as provided in Art. V. Section 3)."

Announcements

Public Annual Meeting Packet Review Session (regular Board meeting): Tuesday, May 21st 6:00 PM on Zoom

Board Meeting: Thursday, May 30th 6:00 PM — discuss ad-hoc committee

Meeting was adjourned at 8:00 PM by Kevin Boeckholdt.

Submitted by Kathryn Sutton, Secretary