

DRAFT

First Unitarian Church of Des Moines

Board of Trustees Minutes | Tuesday, October 15, 2024 at 6:00 PM

Virtual Meeting via Zoom

Board Members:, Kathryn Sutton, Natalie Mason, Walter Pearson, Ann Mowery, James Williams, Kerry George

Excused absence: Elaine Imlau, Kevin Boeckholt

Staff: Tracy Aukes, Rev. Meredith Garmon

The meeting was called to order at 6:00 p.m. by Board President Natalie Mason.

Timekeeper & Process Observer: Ann Mowery

Public comment

- A guest who is volunteering for the capital campaign is present to check in.

Consent Agenda

- Signed a rental for May, 2025
- Rename “Building Improvements” to “Capital Campaign” where mentioned in the minutes

Minister’s Report

- As the end of Rev. Garmon’s comes to an end, what themes for sermons do you want to hear?

Administrator’s Report

- New Communications Coordinator hired, Jamie Seitz!
 - Starting Friday, 12–14 hours per week
 - Intercom updates, Realm, announcements
- Photo directory picture day coming soon

Financial Report

- Pledge income is lower but we expect more pledges to come in round the new year
- Annual program fund paid in full

- Have not paid cleaning services yet for the year; requested an invoice which will be reflected next month
- Brown Paper Tickets paid First U back losses from Progressive Voices concert

New Business

- Ministerial Negotiating Committee Questions
 - James presented the draft to the Board with a few comments
- Payments for Interfaith Alliance and DMARC
 - Amounts have been budgeted to the organizations (about \$500) each
 - Discussed whether an advocate is required to invoice and pay social justice orgs
 - Natalie motioned that we make the payments to these organizations
 - Was seconded
 - Passed unanimously
- BOT Policy Updates
 - Presented by Walt & Kerry
 - Policies remain in tact, combined in one document
 - Tracy & Rev. Garmon have updated the minister's policies (out of scope of this project)
 - Ready for the Board to adopt
 - Motion to approve the updates to the Board of Trustees Policies
 - Seconded
 - Passed unanimously
 - In the future...
 - Need to commit to review policies with the minister in the future
- Capital Campaign Update
 - Ann Mowery provided the report
 - Currently the Capital Campaign folks are not focusing on sound quality in Griffin Hall one because it's through the Building Committee
 - 2 proposals from 2 architecture firms were shared
 - Al Powers will meet with the firms to hire them for the sound improvements estimates & evaluation at a quote of about \$5000; which is provided by a private donor
 - BNIM has put forth a proposal that includes the engineering as the total cost for the study work between now and the end of January
 - The study's estimate is for \$15,000
 - Discussion of how to raise the \$15k (e.g. fundraising, endowment, a handful of donors, budget surplus?)
- Other New Business

- October 19 — UU 101 class that the Board is invited to. Volunteers - Crystal will let Natalie know by 10/16.

Checkout:

- Ann capital campaign
 - Everyone - review minister contract and send James questions
 - Crystal will follow up with Bill Brauch about ministerial review
 - Tracy to follow up with Faith about low numbers in Faith Formation
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Announcements

Next Board Meeting: Tuesday, November 19th, 6:00 PM

Coffee with the Board Sunday, November 3rd after Service in Stonewall

Meeting was adjourned at 7:42 PM by Natalie Mason.

Submitted by Kathryn Sutton, Secretary