

**DRAFT**

## **First Unitarian Church of Des Moines**

Board of Trustees Minutes | Tuesday, November 19, 2024 at 6:00 PM

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**Board Members:**, Kathryn Sutton, Natalie Mason, Walter Pearson, Ann Mowery, James Williams, Kerry George, Kevin Boeckholt, Elaine Imlau

**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:** Kevin Boeckholt

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### **Public comment**

- MSC — Congregational Record review comments

### **Consent Agenda**

- Approved

### **Minister's Report**

- Question about cycling on/off additions to gratitude board
- Largely the Board's responsibility (Elaine)

### **Administrator's Report**

- Joah handed in his notice, last day is in December; AV team will meet to decide what to do next with the position
- Sent out a communication on where people are at in their giving in this/last fiscal year
- Financials — Benefit analysis on 2 giving platforms completed (PushPay & Vanco via Realm)
  - Some folks set up automatic giving on both platforms
  - Tracy decided to end relationship with PushPay due to expensive fees
  - Keeping payments thru Vanco/Realm
- Will be transitioning giving to Realm
- Finalizing budget draft; will be sent to FOC for review
  - Will be sent to Board by first week of December

- Contract reviews are beginning for providers (e.g. snow removal, cleaner, etc)
- Website meeting to review audit of pages
- Congregational life
  - OWL interest survey
    - K–1 and 5–6 OWL classes will be offered in the spring
  - Library revamp underway
  - Membership Team assembled
  - Visitor data provided
    - Slightly down historically on visitors this quarter (not alarmingly down)

## Financial Report

- Giving is up due to the time of year
- Overall financials are in good shape

## New Business

- Ministerial Negotiating Committee Contract
- Conflict Reconciliation Policy
- Congregational Record Review
- Ministerial Review
  - Discussion maintaining this as a committee that includes a Board member, congregational member(s), and someone from the MSC (to be a conduit from the search to the minister's review); at least for the year or two.
  - This committee would establish processes & practices; then execute them with the new minister
- Capital Campaign Update
  - Searching for grants (e.g. wastewater)
  - Forum will take place soon to provide a tour of the building and the issues they're looking into
  - Survey will be sent out next week to gather feedback
  - Endowment to be invited to a future Board gathering for an overview on their work & spending
- Other New Business
  - Review additional edits to the policies
  - Motion to remove from the website the policy on executive session
  - Seconded. Voted all in favor.

## **Checkout**

Crystal, Kerry & Kevin will reach out to Liz to join the ministerial review committee.

Natalie will reach out to Endowment about an overview meeting.

Natalie will create a list of committees and all the members.

- Next Board Meeting: Tuesday, December 17th, 6:00 PM
  - Coffee with the Board Sunday, December 1st after service, in
  - Stonewall
  - Break Barriers Build Beliefs workshop Saturday, December 7th 9:00
  - a.m.-2:30 p.m. All BOT members *strongly* encouraged to attend!
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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

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

Submitted by Kathryn Sutton, Secretary