

Fox Valley Unitarian Universalist Fellowship
Annual Meeting
June 6, 2021 - Draft

Governing Board President Bradley Shipps announced that quorum has been established.

Reverend Christina Leone-Tracy, senior minister, led the chalice lighting.

Bradley Shipps welcomed everyone to the virtual annual meeting, and called the meeting to order.

Trisha Huizenga from the Healthy Congregation team read Principles for a Healthy Congregation. Trisha recognized the members of the Healthy Congregation Team, John Duffin, Mark Boushele, Erin Vandenlangenberg, Mary Archbold, and Tom Hannah.

Bradley explained the procedure for discussion topics and the process for discussion during motions. After a topic is presented, Bradley will ask for a motion. Participants can use the raised hand feature and the chat for discussion. Discussion will not be limited. Please keep questions and remarks on topic. Amendments may be proposed. When the discussion is finished, Bradley will submit the current motion for inclusion on the ballot. A link to the Survey Monkey ballots will be emailed to all members in attendance after the meeting. Members will have 72 hours after the link is emailed to complete and submit their ballots.***

The minutes from the 2020 Annual Meeting were presented.

Beth Belmore moved to approve the 2020 Annual Meeting minutes as written, Jennifer Bush seconded. There were no questions. Bradley submitted the motion for inclusion on the ballot.

Bradley Shipps made reference to the Governing Board Report in the written Annual Report. Bradley thanked outgoing Board members Todd McKenzie and Mark Thiel for their work.

Reverend Christina Leone-Tracy, senior minister, thanked Bradley Shipps, who is ending her role as president, and outgoing board members at large, Todd McKenzie, and Mark Thiel for their service.

Rev. Christina thanked everyone for attending and Bradley Shipps for leading the meeting. Christina highlighted all the programs that continued online during the pandemic including religious education for children and youth, adult faith development, wellspring, small groups, and committees.

Rev. Christina invited everyone to the afternoon farewell gathering for Rev. Leah and her family and noted that starting in July, Rev. Leah will work half time and remotely, and end her ministry at the Fellowship in November. Ali Peters will start as our assistant minister in September.

Rev. Christina encouraged everyone to read the annual report.

Treasurer Theresa Hannah noted that like many other organizations, the pandemic has caused financial uncertainty for the Fellowship. There was a reduction in expenses since the building was closed. A review of the Fellowship's financial records shows that through April, revenue has exceeded expenses; this may change as the building gets thoroughly cleaned and equipment receives maintenance. By the end of the year, we may need to dip into the Payroll Protection Program funds.

Theresa highlighted the generous donations to the minister's discretionary fund during the year. The first ever online auction in December raised funds for audio visual equipment in the sanctuary. Theresa acknowledged Phyllis Schmitt for working tirelessly to make sure everything is managed well and for ensuring accurate numbers.

Sam Zinth, planned giving committee chair, introduced the proposed resolution to reaffirm the establishment and purpose of the fellowship endowment. Sam noted that this resolution will "supersede the one from the year 2000, which originally established the Fellowship endowment and Planned Giving Committee."

Jerry Behrendt moved to approve the resolution to reaffirm the establishment and purpose of the fellowship endowment as written, Ian Moore seconded.

A couple of questions were addressed during the discussion. The proposed resolution does not change how the endowment is managed or how Acorn Society members are recognized. Right now, we do not have a system for donating to specific programs unless we are running a special collection.

Bradley submitted the motion for inclusion on the ballot.

Sam Zinth presented the bylaws changes related to the Planned Giving Committee. Sam explained that the changes simplify and streamline fundraising practices at the Fellowship. Currently, there are two groups charged with the financial sustainability of the Fellowship. The Planned Giving Committee, which oversees long-term fundraising, like gifts to the endowment; and the Stewardship Committee, which oversees short-term fundraising, like annual giving and fundraisers. A UU Stewardship Consultant visited the Fellowship in 2019 and suggested that these two groups merge.*

These bylaws changes will create a single committee responsible for all aspects of fundraising. This new committee will be called the Generosity Ministries Team and will report to the Executive Team. This is a change in operational structure and nothing about the purpose or management of the endowment will change. This change creates a cohesive fundraising platform.

Elizabeth Van Sickle moved to approve the bylaws changes related to the Planned Giving committee as written, Rick Krumwiede seconded.

There was no discussion. Bradley submitted the motion for inclusion on the ballot.

Bradley Shipps presented additional bylaw changes. These changes are unrelated to the other bylaw changes and are small changes of clarifying language.

Suzanne Marnocha moved to approve the additional bylaws changes as whole as written, Sam Zinth seconded.

There was no discussion or questions.

Bradley submitted the motion for inclusion on the ballot.

Leadership Development Committee Chair, Justin Fisher, presented the slate of leadership candidates and explained that leadership candidates are nominated by the leadership development committee, with the governing board candidates passing confidential background checks as part of the governance policy.

Governing Board

Governing Board President (2021-2023), Jeff Miller

Governing Board Vice President (2021-2022), Bradley Shipps, Only eligible for one year per bylaws

Governing Board Treasurer (2021-2023), Patrick Mitchell

Governing Board Member at Large (2021-2023), Karen Bruno

Governing Board Member at Large (2021-2023), Beth DeStasio

Governing Board Member at Large (2021-2023), Theresa Hannah

Governing Board Member at Large (2021-2022), Samantha Zinth, Only eligible for one year per bylaws

Leadership Development Committee

Leadership Development Committee Chair (2021-2023), Justin Fisher

Leadership Development Committee Member (2021-2023), Elizabeth Van Sickle

There were no other nominations.

Bob Williams moved to approve the candidates for Governing Board as presented by the Leadership Development Committee, Ann Fisher seconded.

There is only one candidate per position and the motion includes the entire slate of Governing Board candidates.

There were no questions or discussion.

Bradley submitted the slate of candidates for the Governing Board for inclusion on the ballot.

Lisa Hintz moved to approve the Leadership Development Candidates as presented by the Leadership Development Committee, Margaret Alexander seconded.

There were no other nominations and no discussion.

Bradley submitted the slate of candidates for the Leadership Development Committee for inclusion on the ballot.

Director of Finance and Operations, Phyllis Schmitt, presented the proposed 2021-2022 budget. Phyllis thanked Theresa Hannah for all of her assistance, especially this year, but in the past as well.

Phyllis noted that the numbers in the 2020-2021 budget column are what was prepared prior to last year's annual meeting and the proposal of a month to month budget process for 2020-2021. Total income of \$689,706 based largely on pledges. This represents a 9.3% decrease from prior year's budget. A major year to year difference in income is the payroll protection program loan that became a grant in 2020-2021 and was included in the 2020-2021 budget. Expenses are largely flat throughout this year's budget, with a small 2.1% increase overall. The main increase was in the personnel area, to restore professional expenses to the amount as specified in individual letters of agreement, and to give a small token increase to staff. The result is a budget a deficit of \$87,000. The projected excess from 2020-2021, which is largely made up of the income from the payroll protection program grant, will be applied to cover the 2021-2022 deficit. The mortgage has been refinanced so there is a reduction in principle and interest costs for 2021-2022.

Tom Hannah moved to approve the 2021-2022 budget as presented, Penny Robinson seconded.

During the discussion, several questions were addressed. Specific funds are not part of the annual operating budget. Religious Education fees were retrenched in 2020-2021 due to cancelled trips, no retreats, and other cancellations, and were re-established for 2021-2022. The budget is prepared on actual pledges, with a small decrease to account for folks who are unable to fulfill their pledge. Unpledged income is an estimate based on EFT's and past history around other giving.

We are projecting an excess at the end of the current fiscal year, roughly 90,000, that will cover the projected 87,000 shortfall for 2021-2022. Phyllis highlighted the "By the Numbers" page of the annual report for folks to check out more information about the budget.

Bradley submitted the motion for inclusion on the ballot.

Bradley thanked everyone for their presence and participation and adjourned the meeting.

*** A total of 77 of the 102 registered voting members attending our virtual annual meeting on Sunday, June 6, 2021, and 3 members voting via absentee ballots, cast their ballots for:

- Approval of the 2020 annual meeting minutes
- Resolution to Reaffirm the Establishment and Purpose of the Fellowship Endowment
- Bylaw changes to remove Planned Giving Committee (PGC) from the bylaws, and merge PGC and the Stewardship Committee into the new Generosity Ministries Team(GMT), which reports to the Executive Team (XT)
- Additional general bylaw changes
- 7 governing board & 2 leadership development committee candidates.

All were overwhelmingly approved!

*Special thanks to Sam Zinth for sharing her prepared remarks for the annual meeting.