

**Fox Valley Unitarian Universalist Fellowship**  
**Annual Meeting**  
**June 4, 2023 - DRAFT**

Governing Board Member at Large Beth De Stasio announced that quorum has been established.

Rev. Christina Leone-Tracy led the chalice lighting.

Governing Board President Dana Johnson welcomed everyone to the in person and virtual annual meeting, thanked everyone for attending, and called the meeting to order. Dana reminded everyone to focus comments and questions on the motion on the floor and there is a parliamentarian to assist with process.

John Duffin from the Healthy Congregation team read Principles for a Healthy Congregation.

Dana Johnson explained the procedure for discussion topics and the process for discussion during motions. After a topic is presented, Beth will ask for a motion. Participants online 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, Beth 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 2022 Annual Meeting were presented.

Ronna Swift moved to approve the 2022 Annual Meeting minutes as written, Tom Hannah seconded. There were no questions. Beth submitted the motion for inclusion on the ballot.

Dana Johnson welcomed everyone to review the Governing Board Report in the written Annual Report and noted that questions for the Governing Board can be emailed to [fvuufboard@fvuuf.org](mailto:fvuufboard@fvuuf.org).

Dana spotlighted the Governing Board's move to a strategic planning process as a way of measuring goal achievement. A Strategic Planning Committee of the Board, in collaboration with the Executive Team, is drafting a 3-year strategic plan which will incorporate steps towards measurable goal achievement. The new strategic plan will be a 'living' plan that will consistently be evaluated and modified.

A subcommittee of the Board created and developed a new mission and vision statement that will connect with the strategic plan. The subcommittee sought feedback through surveys, by attending Fellowship group gatherings, hosting listening sessions, and hosting a table at Sunday services. The new mission and vision have been presented to the congregation for consideration and approval. The Board developed a human resources committee to assist with human resources needs and policies.

Dana thanked outgoing Board members Theresa Hannah, Greg Weaver, and Amanda Stuck for their work. Dana encouraged everyone in the congregation to get involved however they can.

Rev. Christina Leone-Tracy offered highlights from the Executive Team report.

In November the Fellowship celebrated the ordination of Ali Peters (our 2020-21 Intern Minister and 2021-22 Assistant Minister). The Executive Team is tasked with day to day operations and is held accountable by the Governing Board. This program year ongoing building maintenance continued, building technology and safety updates were made, including new religious education wing doors that can lock for safety, and panic buttons. The X-Team worked with a memorial garden planning committee. The Fellowship hosted three open meetings to ensure that communication was open, flowing, and transparent. Open meetings will continue. The Fellowship welcomed Rev. Hannah Roberts Villnave as our assistant minister, and religious education staff Jill Williams, Becca Linekin, and Prerna Kvalvik. In August, Steve Sieck will end his ministry with the Fellowship and we will welcome John Popke as the new music director.

Treasurer Pat Mitchell noted the transition from an annual pledge drive to ongoing giving. The Share the Plate program was initiated in the fall of 2022 and has been successful. The Fellowship has a projected \$40,000 surplus this fiscal year due in part to frugal spending and unforeseen generous giving. One full time staff person resigned and the ministers and staff have picked up those duties. Our staff has not received cost-of-living increase for the past few years, our building is aging, and furnaces and HVAC need replacement within a year or two. It is up to all of us to keep the Fellowship financially viable. Pat thanked the audit committee for their work and the Fellowship staff for creating a warm and welcoming place.

Justin Fisher, leadership development committee chair, highlighted the new 9 month leadership program that the Leadership Development Committee piloted this year. Thanks to feedback from participants, the committee has begun brainstorming improvements including exploring a new direction such as deepening or connection.

Justin 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 – Two-Year Term, 2023-2025, Dana Johnson

Governing Board Vice-President – One-Year Term, 2023-2024, Jeff Miller

Governing Board Treasurer – Two-Year Term, 2023-2025, Patrick Mitchell

Governing Board Member-at-Large – One-Year Term, 2023-2024, Beth Belmore

Governing Board Member-at-Large – Two-Year Term, 2023-2025, Beth De Stasio

Governing Board Member-at-Large – Two-Year Term, 2023-2025, Brian Murton

Governing Board Member-at-Large – Two-Year Term, 2023-2025, Erin Vandenlangenberg

## **Leadership Development Committee**

Leadership Development Committee Member – Two-Year Term, 2023-2025, Helene Iverson

Leadership Development Committee Member – Two-Year Term, 2023-2025, Brianna Gallagher

There were no other nominations.

Justin thanked those who are willing to serve our community.

Mary Gerlach moved to approve the candidates for Governing Board as presented by the Leadership Development Committee, Suzanne Marnocha seconded.

There were no questions or discussion.

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

Willow Gallagher moved to approve the candidates for the Leadership Development Committee as presented by the Leadership Development Committee, Jane Keggi seconded.

There were no questions or discussion.

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

Beth De Stasio thanked Justin for chairing the Leadership Development Committee as he is rolling off the committee this year.

Greg Weaver presented the new mission and vision. The Governing Board recommends that it's time to update both. Mission should be a concise and inspiring description of who we are and what we value. Vision should describe where we are headed. The subcommittee of the board sought started the update process by posing questions to the congregation and used the responses to create several drafts. The proposed mission statement is a mix of old and new. The proposed vision incorporates the values of the broader UU movement, elaborates on the three mission phrases, and articulates our hopes. The Board is grateful for all the feedback.

Elizabeth Van Sickle moved to approve the mission and vision, Heather Maass seconded.

Discussion included whether harmony in nature is addressed.

Beth submitted the mission and vision as written for inclusion on the ballot.

Marti Wheeler spoke about the governance system update. The Fellowship is moving from ends statements to a strategic planning model. The strategic plan will give better directions for specific goals with expectations and responsibility clearly stated. The governance system update is an ongoing process. The bylaws will need revision because they mention ends

statements. The Governing Board will lean into this work in the coming year and the congregation will hear more about the actual plan and its benefits.

Dana Johnson noted the strategic planning committee of the Governing Board in collaboration with the X-Team is in process of drafting a three year strategic plan which will incorporate steps towards goal achievement and the valuation of the goals. This will be a living plan that will be consistently evaluated and modified. Hope to have more information available at the end of the summer.

Dana introduced the budget process. The UU principles assert that we love and support our ministry and community. There are changes in the personnel section of the budget that include salary increases. Budgeting is now based on giving. There is a deficit identified for the upcoming fiscal year. The Board and X-Team have several contingencies planned.

Director of Finance and Operations, Phyllis Schmitt, presented the proposed 2023-2024 budget.

Phyllis noted a projected surplus of roughly \$40,000 from the current budget. Contribution revenue has been over budget and expenses are currently under budget. For the proposed budget, the revenue trend from this year along with a 5% decrease was used to project contribution revenue of just under \$670,000. Fundraising income from one large event and two or three smaller events with a goal of \$25,000.00 is included in the budget.

The largest part of the budget remains personnel. Other expenses are budgeted based on inflation, building maintenance, and specific requests from staff. Personnel budget will increase by roughly \$67,000 to get in line with the new UUA guidelines for staff compensation and benefits. The guidelines include a salary increase for all staff to bring them to minimum UUA recommended compensation levels. The UUA did a large study to write the new guidelines. Technology will increase to replace staff computers and purchase new church management software. We are grateful to everyone for their contributions and support.

Margaret Alexander moved to approve the 2023-2024 budget as presented, Linda Grishaber seconded.

During the discussion, several questions were addressed. The dinner for two fundraiser raised \$35,000. The mortgage is refinanced every five years and the balance is approximately \$440,000. The increase in the hospitality budget is partly for a Sunday coffeehouse that will include light breakfast. The religious education budget is based on program requests from staff.

Beth submitted the motion for inclusion on the ballot.

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

Rev. Hannah Roberts Villnave lead the chalice extinguishing.

\*\*\*A total of 71 of the 85 registered voting members attending our annual meeting, in person and virtual on Sunday, June 4, 2023, and 7 members voting via absentee ballots, cast their ballots for:

- Approval of the 2022 annual meeting minutes
- 7 governing board & 2 leadership development committee candidates.
- Proposed new Mission & Vision Statement
- 2023-2024 Proposed Annual Operating Budget

All were approved!