



**First Unitarian Universalist Church of San Antonio
Board of Trustees Meeting
June 21, 2023**

MINUTES

Heather Hedquist called the meeting to order at 6:30 p.m. The Board met by Zoom.

Present: Heather Hedquist, Polly Noël, Betty Burgner, Mike Brand, Carol Bertsch

Heather delivered the opening words and then the Covenant, Mission, Values, and Ends were read. Betty was appointed process observer and Mike was appointed time-keeper.

Consent Agenda:

The Consent Agenda was approved as presented. Included in the Consent Agenda:

- Board Minutes 5.17.2023
- President's Report
- Vice President's Report
- Treasurer's Report
- Minister's Report
- Coordinating Council Report
- Capital Campaign Minutes
- COSM Minutes

Heather noted the absence of reports from LDC, TTFE, CREF, and digital communications.

Old Business

- *Financial Health.* Heather reiterated that financial health is a Board goal this year. The topic will be taken out of the consent agenda at each meeting to raise the profile of financial health. Deb let Heather know that the financial reports have not been finished by the bookkeeper. Polly noted that the balance sheet still shows a note to Frost Bank when that note was paid off thanks to the Bowdens' generosity. This needs to be brought to the attention of the accountant.

- *Board Goals.* Heather announced that Board Goals will be approved in July and addressed every month.
 - COSM. Heather asked whether the Board wants to renew last year's charge to COSM or change it. Last year's charge was to evaluate the ministries of the church in four areas: leadership, RE, worship, and congregational committees. Should this be renewed or should the charge shift to conflict resolution? Polly expressed interest in reading more about COSM, such as the Laura Parks book, *Nested Bowls*. More information from other sources would help before changing COSM's direction. Heather indicated she's looking to start the conversation because a charge will be needed by August. Betty inquired how much need is there for conflict resolution and Polly responded it has been needed in the past and did happen on occasion last year. Betty and Heather agreed that it is not clear whether this is a Board duty or a COSM duty. Polly stated COSM should be accomplishing duties in the By-Laws until they get a charge from the Board.
 - Ministerial Transitions
 - Retreat Ideas. Heather addressed Mike's idea of the need for an Operations Manager. We need more support staff to support the ministers. Mike suggested if funds not available for Operations Manager maybe a Facilities Manager could be found in the \$40,000 range. Polly suggested we need to have frank conversation with the interim minister and Rev. Nell regarding administrative costs and support. Betty expressed concern, which Carol echoed, about our ability to fund the interim minister and Rev. Nell.
 - Unity Consulting. Discussion ensued regarding ways to pay the portion of the cost of Unity Consulting that Rev. Mark's generous donation will not cover. The Board agreed Heather should contact Unity and find out the real nuts and bolts of cost and timing.
- *Cell Tower.* Heather related a brief history of the cell tower status and confirmed that our current lease expires June 1, 2055. Crown Castle had sought to renegotiate the lease and made several offers in 2022; all of the offers were rejected by the Board. Terry Palin had reached out to Crown Castle while Board president to see if a better offer was available. Crown Castle was aware the Board did not like the "perpetual easement" term in prior offers so they came back with a new offer, currently before the Board, for an "unstated term

easement." The "unstated term easement" appears to be the same as the "perpetual term easement," just with different words. **Carol moved and Betty seconded that the Board reject Crown Castle's offer containing an unstated term easement.** The motion carried unanimously.

- *Environmental Assessment Form.* Polly asked if the environmental assessment form needs to be completed for our current lessee or if the form was part of the new offer. Heather will find out.
- *Hybrid Meeting Rules of Conduct.* Tabled until next congregational meeting.

New Business

- *Ministers' Housing Allowance.* Heather explained that each year the minister specifies what part of their compensation is allocated to housing. **Carol moved and Betty seconded that the Board approve the Senior Minister's requested salary Housing Allowance of \$70,964.00, to continue indefinitely until changed.** The motion carried unanimously. **Betty moved and Carol seconded that the Board approve the Assistant Minister's requested salary Housing Allowance of \$20,580.00, to continue indefinitely until changed.** The motion carried unanimously.
- *End date for Rev. Nell's contract.* Heather reported that the contract for Rev. Nell contains two different dates to end, May 31, 2024 and July 31, 2024. The Board discussed the difference in the two dates, *i.e.*, that a July 31 end date would go beyond the current budget year and into the 2024-2025 budget year. Heather clarified that the typical UUA contract has a July 31 end date. **Mike moved and Polly seconded that we end the contract on the typical end date of July 31.** The motion carried unanimously.
- *Listening Sessions.* Board members signed up to be lead host for Board listening sessions throughout the coming year. The host is expected to lead the listening session by giving a five minute introduction and orientation as to what is happening in the church and then listen to members. Polly noted that older members have expressed concern about the lack of in-person input sessions leading up to the congregational meeting.
- *Honor Congregation.* Heather reiterated our status as an honor congregation, meaning we pay our "fair share" to the UUA according to their formula to support the broader mission of the UUA. She encouraged Board members to educate themselves at the UUA website. Polly suggested Board member liaisons to

committees could check out the UUA website resources for those committees and provide that information to the liaised committee.

Closing

Betty observed the Board did a good job of staying on topic and had no major criticisms. Mike reported that he'd forgotten he was keeping time but didn't notice anyone going on too long. Polly shared the closing words and the meeting was adjourned at 8:32 p.m.

Upcoming events

- Sunday, July 2– Going away event after service
- Thursday, July 13 - Executive Team Meeting
- Wednesday, July 19 – Board Meeting

[Minutes prepared by Carol Bertsch, Board Secretary]