



309 W Green Street, Urbana, Illinois

## Board of Trustees Combined Study Session and Business Meeting Minutes

June 13, 2023 - 6:30 to 8:30 PM in person - Fellowship Hall

Present: Adelaide Aime, Karen Folk, Jocelyn Karsk, Matt Stasiewicz, Charlie Boast, Jenna Zeidler, Jenny Hunt, Rev. Sally Fritsche, Becky Densmore (Outgoing Board Chair), Penne Beckett (Outgoing Board Trustee)

Meeting was called to order at 6:36 p.m.

### WELCOME/CHECK IN/CHALICE LIGHTING

- A chalice was lit with words from Jenny Hunt.
- Board members shared why they wanted to serve on the Board and what they hoped to get out of the experience.
- Words from Outgoing Board President Becky Densmore including a reading of "The Man in the Arena"
- Words from Outgoing Board Trustee Penne Beckett

### BUSINESS

- **Election of Chair and Vice Chair**

**MOTION:** Folk moved to nominate Jenny Hunt for the position of BOT Chair for this Board year. Karsk seconded the motion. The motion passed unanimously.

**MOTION:** Hunt moved to nominate Jocelyn Karsk for the position of BOT Vice Chair for this Board year. Folk seconded the motion. The motion passed unanimously.

- **Reverend Sally Fritsche: Staffing Insights**

As this topic included sensitive employee info, the BoT entered executive session.

**MOTION:** Aime moved that the Board of Trustees enter into Executive Session. Folk seconded the motion. All present voted to enter Executive Session.

Executive Session started at 7:08 p.m.

Executive Session ended at 8:05 p.m.

- **Board Bank Account Signers**

**Action/ Discussion:** Aime, as Treasurer, has simplified the finances, reducing the number of bank accounts from 10 down to 5. The safe deposit box is in the process of being closed as documents can be kept safely in electronic form.

a) **MOTION:** Update Signers

Stasiewicz moved to accept the motion as written. Boast seconded the motion. The motion passed unanimously.

Resource: [Bank Account Balances](#)

- **Board Liaisons for church year 2023-2024**

**Action/ Discussion:** Zeidler is Co-Chair of the Congregational Life Council. It makes sense for her to apprise the BOT of that council's activity. If there is a potential conflict of interest, another BOT member will step in.

- Council of Shared Leadership - Jocelyn Karsk



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- Governance and Policy Taskforce - Jenny Hunt
- RE & E - Steve Herzog
- Congregational Life - Jenna Zeidler
- Operations - Karen Folk and Adelaide Aime
  - (a) Finance - Joe Finnerty
- Worship - Lead Minister
- Social Action - Charlie Boast
- Special Projects and Task Forces - Matthew Batscewik

- **Rev. Sally Fritsche Minister Agreement**

**Action/ Discussion:** The housing allowance is a holdover from an era when the church would provide a parsonage (ie. living expenses) and is a tax formality.

- **MOTION:** Karsk moved that the Board of Trustees affirms Rev. Sally Fritsche's desire to include the amount of \$36,216 (FY22-23 = \$31,308) to be reported to the IRS as a housing allowance. Aime seconded the motion. The motion passed unanimously.
  - Resource: Rev. Sally Fritsche 22 - 23 Ministerial Agreement (approved 7.26.22)
  - Resource: Assoc Minister Job Description
  - Resource: Rev. Sally Fritsche Housing Allowance request
  - Resource: FY 23 - 24 Associate Minister Agreement (Final - Executed)

### FUTURE DATES

- a) Adelaide (Treasurer) OOO on May 31, 2023 through June 17, 2023
- b) Rev. KB - Consulting up to 10/week beginning June 4 through August 15, 2023
- c) BOT Retreat - June 17, 1-4pm
- d) Rev. Sally Study Leave General Assembly - June 17 to 30, 2023
- e) General Assembly Attendees
  - Jenny (June 20 through June 27, 2023)
  - Jenna (virtual)
- f) Adelaide (Treasurer) OOO on June 22 through July 7, 2023
- g) July Study Session - REE Council and Manager Special Guests - July 11, 2023
  - Help REE set priorities with reduced budget funds
- h) UUCUC and newly settled Lead Minister Start Up (August 1, 2023 - TBD)
  - Schedule Start Up for new Settled Lead Minister (note: Rev. Sharon Dittmar shared she is available for a start-up in August. Otherwise, she will not be available until December and later for the start up.)

Meeting was adjourned at 8:54 p.m.

Submitted by Jenna Zeidler, Board Clerk