

FIRST UNITARIAN CONGREGATIONAL SOCIETY IN BROOKLYN

ANNUAL MEMBERSHIP MEETING

MAY 21, 2017

12:18 p.m. – Call to order; election of moderator

Lee Pardee, President of the Board of Trustees, called the meeting to order and declared that a quorum was present.

Ms. Pardee called for nominations for Moderator. Dawn Elane Reed NOMINATED Mike Alcott. SECONDED. There being no other nominations, Ms. Pardee called for a vote. Mr. Alcott ELECTED unanimously as Moderator.

12:20 p.m. – Preliminary matters and reports

The Moderator recognized the Senior Minister, Ana Levy-Lyons.

Ms. Levy-Lyons lit the chalice, offered opening words and recalled the following events since the last Annual Membership Meeting:

Deaths of Members (Seth Faison and Mark Holloway);

Deaths of relatives of Members (and provided an opportunity for persons in attendance to mention additional relatives that have died);

Births to Members; and

Member weddings (Chris Singh and Danny DiGiacomo).

The Moderator referred to the Rules for Annual Meeting as established by the Board (attached as Annex A and the Society's Rights Relations Covenant (attached as Annex B)

The Moderator appointed Patrick Gunn as timekeeper and Tom Kennedy as Parliamentarian.

The Moderator asked that questions on matters to be voted on be submitted in writing and noted that the meeting would have to end at 2:15 because of the memorial service scheduled for 3:00.

The Moderator called for nominations for inspectors of elections. Ms. Pardee nominated Marty Bernstein, Rita Pearl, Vicenza Itri and Michael Richardson. There being no other nominations, the Moderator called for a vote and those persons were ELECTED unanimously.

12:30 p.m. – Minutes of previous meetings

Tom Kennedy MOVED approval of the minutes of the Special Membership Meetings held on October 30, 2016 and February 26, 2017 and the Annual Membership Meeting held on May 15, 2016 as presented. SECOND. APPROVED unanimously.

12:32 p.m. -- Elections

The Moderator recognized Dave Garvoille of the Nominating Committee.

Mr. Garvoille presented the Nominating Committee's slate of candidates for Trustees, Clerk and members of the Nominating Committee (to be renamed the Leadership Development Committee) (attached as Annex C). There being no other nominations, either by petition or from the floor and no contests, Mr. Garvoille MOVED that those persons be elected. SECOND. ELECTED unanimously.

12:34 p.m. -- Budget

The Moderator recognized the Treasurer, Lake Wise.

Mr. Wise said he expects the current fiscal year will end nearly in balance.

He presented highlights of the proposed fiscal 2017-18 budget, noting the following:

The total for revenues and expense is approximately \$817,000 and is in balance.

Clearing the gap between revenues and expenses in the preliminary budget was not easy.

There will be a decrease in rental income because St. Ann's School will discontinue renting the chapel.

Budgeting the salary and benefits for the Director of Facilities for a full year increased expenses.

The departure of the Director of Congregational Services in June will decrease expense for that position but increase expense for Director of Congregational Life.

To close the budget gap, staff compensation has been frozen, the estimated yield from the year-end appeal has been increased and a number of discretionary expense items have been reduced from the amounts requested.

Although the Membership is growing, pledge income is growing more slowly because new Members generally pledge at lower levels than long-time Members.

Mr. Wise MOVED adoption of the Budget and the Senior Minister's compensation as set out in the proposed budget (attached as Annex D). SECOND.

There was a question about how the prudent draw on the endowment is determined. Mr. Wise explained.

There was a question how much pledges would have to increase to fund the the preliminary budget before the cuts that Mr. Wise explained. Garnett Losak, Director of Congregational Life said it would require an average increase of approximately \$300 per pledging unit.

Samira Kawash said that the proposed budget does not reflect planned growth. She called on the Board to work for planned growth of the Membership.

Bob Patterson suggested that groups within the congregation should help to raise more funds to support their respective activities.

There was a question about the proposed increase in salary for the Director of Congregational Life. Mr. Wise explained the hours and responsibilities of the job are being increased on the departure of Mr. Petrillo.

The Moderator noted that the allotted time for debate had expired. Motion PASSED with one Member voting no.

The Moderator recognized Mr. Wise, who presented an estimate of the effects on future budgets of extra draws from the endowment (attached as Annex E).

Connie Newsom and Mitch Major rose with points of information. Ms. Newsom noted the Society needs to stick to the prudent draw, because it was approved by the Membership. Mr. Major said that if there are extra draws on the endowment, the past quarterly balances of the endowment used to calculate prudent draw thereafter should be adjusted to reflect the extra draw.

The Parliamentarian ruled that these "points of information" were out of order because the speakers were offering information or views to the meeting, not requesting information from the Moderator.

#### 1:03 – Fire safety proposal

The Moderator recognized Trustees Roger Cooper and Kurt Steele. Mr. Cooper said the Board felt a special obligation to take action to protect the Society's buildings, having determined that the existing fire detection system in the sanctuary and chapel is not effective. Mr. Steele referred to recent catastrophic fires in historic religious buildings and said that the existing alarm system relies on very old technology and that the proposed new system would employ new technology that would sound an alarm sooner in the event of a fire. Mr. Cooper said the Board determined there is no practical alternative to drawing on the endowment in order to undertake this project without delay.

Mr. Cooper MOVED to authorize an extra endowment draw of up to \$300,000 to finance the fire safety proposal as described in Annex F. SECOND.

Samira Kawash said that this proposal is what the endowment should be used for and that it should not be used to support annual operating expenses.

Mr. Major said tht the endowment should not be used for to fund the proposal; that a capital campaign or loan should be used instead.

Cara Haft reported in efforts to apply for grants to fund the fire safety proposal and the accessibility proposal (see below) and referred to information provided in Annex G. She said that in general, grants for capital improvements would have to be matched in part through internal fund-raising.

Sharon Kennedy questioned if a grant could be obtained in endowment funds were being used for a capital project.

Ms. Haft said she thought a grant could be obtained even if some endowment funds were also being used for the capital project.

David Prevost said that the endowment should not be used for the proposal and MOVED TO TABLE THE MOTION UNTIL AFTER CONSIDERATION OF THE ACCESSIBILITY PROPOSAL. SECOND. Passed on show of hands.

#### 1:32 – Accessibility proposal

The Moderator recognized Trustee Lee Pardee. She said that although some accessibility concerns were addressed with the installation of the front step raisings and induction loops in the sanctuary and chapel, the Society need to do more to make its facilities accessible. She said there are a few members that do not attend worship, and some potential facility rentals have been lost, because of inaccessibility to the buildings. She MOVED authorizing a draw of up to \$125,000 from the endowment to finance the accessibility proposal as described in Annex H. SECOND.

In response to a question, Ms. Pardee said the project should take about six months.

Marty Bernstein said he is in favor of the motion because accessibility is a human rights issue.

Nancy Wolf said that an inside elevator would be better than the proposed external lift and the proposal should not proceed until it can be determined if an elevator is feasible and what it would cost. She said she is against using the endowment for the proposal.

A Member said that being accessible is a religious imperative and a higher priority than the appearance of the front of the building.

Connie Newsom said she is against irresponsible draws on the endowment. She promised to lead a capital campaign to fund an elevator.

A Member said that the inaccessibility is egregious and needs to be corrected immediately.

Ms. Kawash said she is in favor of the proposal, but not an endowment draw.

Ms. Losak said she is aware of at least two wedding rentals that were lost because of inaccessibility.

Elaine Macken said the Society should study the issue more and not proceed with an imperfect plan.

The Moderator noted that time allotted for debate had expired and called for a vote on extending debate (two-thirds vote required). FAILED.

The Moderator called for a final vote and the motion PASSED on a vote of 55-24.

#### 2:05 p.m.-- Fire safety recalled

The Moderator stated that in accordance with the motion to table, the fire safety proposal was again on the floor and, since the time allotted for debate on that motion had previously expired, called for a final vote. The motion PASSED on a vote of 57-22.

#### 2:09 p.m. – By-laws

The Moderator recognized Tom Check, a member of the Governance Task force, who MOVED to adopt the amended and restated by-laws as set out in Annex I, to be effective at the conclusion of the meeting.

Mr. Prevost asked if the mover would consent to modifying the proposed by-laws so that the entire Finance Committee, rather than the Treasurer, would have primary responsibility for investment of the Society's assets.

Mr. Check accepted the suggestion as a friendly amendment.

The motion, as so amended, PASSED with one Member voting no.

#### 2:15 p.m. – Sanctuary proposal

The Moderator recognized Alex Gecker, who MOVED as set out in Annex J. SECOND. Motion PASSED with two Members voting no.

#### Adjournment

The agenda having been completed, the Moderator adjourned the meeting at 2:18 p.m.

FIRST UNITARIAN  
CONGREGATIONAL SOCIETY  
BROOKLYN  
A UNITARIAN UNIVERSALIST CONGREGATION

Rules for Annual Meeting

People are asked to speak for themselves, not for what they believe others may think. Also, people are asked to be mindful of the feelings of others in the way that they phrase their remarks.

Comments are limited to 2 minutes per person. The moderator will call on people with differing points of view alternately.

No one will be called upon to speak for a second time before everyone wishing to speak has spoken once.

Procedural questions, questions for information, and right relations/process questions will be addressed as soon as they are made known to the moderator, before calling on other speakers or moving on to another item of business.

No vote on a motion will be taken before 10 minutes of comments have expired or there are no more people seeking to comment.

After 10 minutes, the question may be called.

A 2/3 vote is required to end debate and proceed to a vote on the motion.

There must be a 2/3 vote to extend discussion beyond the time allotted on the agenda.

Except as written above and in the congregational by-laws, the meeting will be conducted according to Robert's Rules of Order.

FIRST UNITARIAN  
CONGREGATIONAL SOCIETY  
**BROOKLYN**  
A UNITARIAN UNIVERSALIST CONGREGATION

**Purpose Statement:** The First Unitarian Congregational Society in Brooklyn is a joyful, loving, religious community that inspires and empowers people to Grow spiritually, Care for one another, and Work for social justice and stewardship of the earth  
– Adopted by the Congregation - May 17, 2015

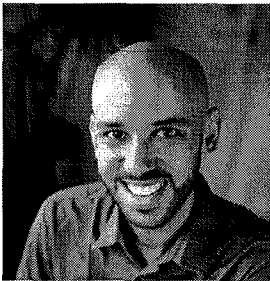
**Right Relations Covenant:** We are mindful that, as individuals and members of this spiritual community, we are each accountable for our words, deeds, and behavior. Therefore, whenever we worship, work together, or relate to one another, we agree to follow the following behavior covenant. I will strive to:

- Respect and cherish diversities of race, ethnicity, gender, sexual and/or affectional orientation, identity/gender expression, age, ability, beliefs and ideas.
- Assume good intentions. Trust in and speak well of one another. Give the benefit of the doubt. Examine my own intentions.
- Foster an environment of compassion, generosity, fellowship, and creativity. Smile and be welcoming. Share in the responsibilities of congregational life. Actively support the congregation's activities, and pledge financial support.
- Express appreciation and gratitude for the rich variety of gifts and talents shared among us. Empower others.
- Speak the truth as I experience it with kindness, care, and respect.
- Make decisions democratically through agreed-upon processes. Promote fairness and decency. Speak out against injustice.
- Face others directly in agreement or disagreement. Act with respect and humility when I disagree with others.
- Be mindful that words and actions may cause unintended pain.
- Seek out understanding and wisdom in the presence of conflict. Resolve conflicts through intentional compromise and collaboration and, when necessary, request mediation. Understand that sometimes it is necessary to take "no" for an answer. Be forgiving.
- Practice self-care.
- Be open to hope.

Adopted by the Congregation - March 7, 2009

FIRST UNITARIAN  
CONGREGATIONAL SOCIETY  
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A UNITARIAN UNIVERSALIST CONGREGATION

**Nominees for the Board of Trustees**  
**2- Year Term beginning May 2017 (completing the term**  
**currently held by James Goward)**



Computer Science.

**Waciuma Wanjohi** - Waciuma has attended First U since moving back to Brooklyn in 2014. He has served as a Sunday School teacher and a Coming of Age mentor. He currently serves on the Adult RE Forward First Team and previously served as a Lay Leader. He grew up in a Presbyterian church for which he served as an elder on the Session. Waciuma has worked as a New York City Teaching Fellow in Harlem, as a teacher at the American School of Bombay, and as a founding teacher of the Brooklyn Laboratory Charter School. He is currently studying

**3- Year Terms beginning May 2017**



be proud to serve on the board.

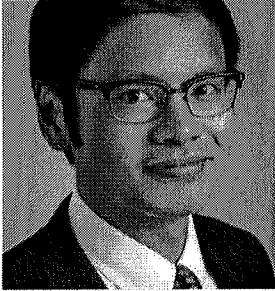
**Laurel Lesio-Eisenstadt** – Laurel lives in the Cobble Hill area and is a private school music and dance teacher by profession. She and her husband, Bert, have been attending First U since the spring of 1996 and became a member a few years after that, teaching in the RE program and serving as a member of the RE council. Laurel currently teaches in the OWL program and is a new member of the choir. She raised her now grown children, Amy and Ben, here at First U and is grateful for the community, and for the strong spiritual and ethical home that First U has been to all of them. Laurel would



looking forward to putting her faith in action as a Board Member.

**Dawn Elane Reed** – Dawn Started attending First U in the fall of 2007. She became a member right away and started singing in the choir. Soon after signing the membership book, Dawn's son, David, was dedicated in our Sanctuary. Dawn has served on the Religious Education Council, taught regular RE and Owl Classes and attended a Unitarian Universalist Association District Assembly meeting as a Representative for First U. She Co- directed and performed in the Mother Wove the Morning Theater project, was a mentor for the





**Dale Ho** - Dale has been a member of First Unitarian since April 2016, and is currently serving as a Lay Worship leader this year. He lives in Prospect Heights with his wife Caroline Sharman and their two children, Madeleine and James. He's originally from San Jose, California. Dale works as a lawyer at the ACLU, where he is the Director of the ACLU Voting Rights Project. He is very happy to have found a spiritual home at First U, and hopes he can be of service to this community as a member of the Board.

## **Nominee for Clerk of the Congregation**

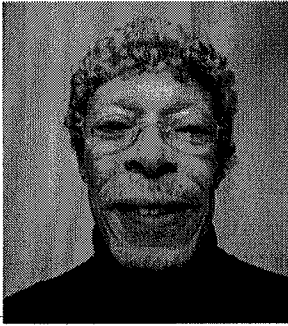
### **1- Year Term beginning May 2017**

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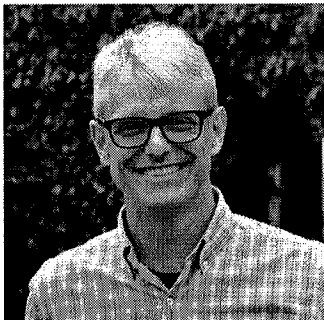
**Bruce Wilde** - Bruce is a lifelong Unitarian Universalist. He joined First U promptly after moving to New York in 1990. Bruce sings in the choir and serves on the Forward First Governance Team. You'll also see him working on UniFair and the Auction. He also helped his wife Coco launch First Acoustics, the folk music concert series that began as a part of First U but has since developed into an independent not-for-profit. Bruce and Coco have raised their daughters Vanessa, Vivian and Vera at First U.

## Nominees for Leadership Development Committee (formerly Nominating Committee) 1-Year Term beginning May 2017



**Edwin Lord** - Edwin is a retired Licensed Clinical Social Worker, having graduated from Columbia School of social work. He has worked for a number of years in the field of substance abuse and HIV/AIDS services. He has been a member of FUUB since 1998 and has held a variety of offices including, Board President, a member of Welcoming Sanctuary Task Force and two-time General Assembly delegate. Edwin is currently on the Pastoral Care Team, the Prayer Shawl Ministry, and can be frequently seen in the vestibule servicing as part of the Sunday welcoming team. Away from FUUB he is on the Kingsboro Alcoholism

Treatment Center 's Community Advisory Board.



**David Garvoille (2<sup>nd</sup> Term)** David looks forward to serving a second year on the LDC along with the rest of the dedicated folks on the LDC slate. His ambition is to develop leadership pipeline at First U where newcomers can get engaged in meaningful ways, take on leadership and have a leadership body that truly reflects our values of diversity and inclusion. A lifelong UU, David was dedicated in 1970 at the First Unitarian Society in Madison, Wisconsin and was an active high schooler at my second home congregation in Stillwater, OK in the 1980s. He pledged and signed the First U membership book in January of 2013. David has served as a Lay

Leader, co-chair of Stewardship Team for three years and co-led our capstone RE program Coming of Age and co-taught two rounds of OWL. Most recently he co-chaired the annual auction and served as the chair of the Leadership Development Committee (formerly Nominating Committee).



**Kurt Steele** – Kurt is a retired corporate lawyer who practiced law both at a large NYC law firm and as general counsel of several large companies. He has been a UU since 1983 when Pat and their two children showed up one day at the Montclair (NJ) Unitarian Church which was near where they lived then. He had a variety of leadership roles in both that church, the Evanston (IL) Unitarian Church and the All Souls Unitarian Church (NYC). Kurt also has served as a Trustee of the Meadville Theological School, one of two UU schools. Since following Rev. Ana to First Brooklyn

in 2012, he has fallen in love with his fourth UU congregation. Besides the church being only four blocks from their apartment, he's thrilled about how the church is growing and becoming much more mission-oriented. Kurt has particularly focused his efforts on the Forward First strategic work. Kurt has just completed a 3-year term on the Board of Trustees.



**Nancy Witherell (4<sup>th</sup> Term)** – Nancy is a life-long UU. She has served in many capacities. This year, Nancy is a mentor in the Phoenix Rising Program, and is serving as the VP of the Women's Leadership Alliance. She has been on the Board; two strategic planning committees, including Forward First; run the UniFair clothing department with Lee Pardee for many years; part of the Anti-Racism Team (which she says, changed her life), and Chaired the Welcoming Sanctuary Task Force which put up the Welcome sign over the main entrance of the Sanctuary.

Nancy is married to Tom Check. They raised their son, Dan, at First U, and he in turn is raising his family at All Souls Church in DC. Nancy is retired from her career as a Psychotherapist.



**Mary Most** – Mary was born and raised Unitarian at All Souls in Manhattan, where her parents were married and continued to attend even after they moved to New Jersey. She was in the LRY youth group in Paramus NJ, and went to youth conferences at congregations throughout the Metro District. She also attended the Unitarian Homestead Camp, and has organized camp reunion weekends for the past 10 years. Mary has been a member of our Brooklyn congregation since 1993; her children, Melody and Skylar, are 3<sup>rd</sup> generation Unitarians. Currently Mary is nearing the end of her second time serving on the Board

of Trustees. She's been active in RE, the Flower Committee, and the Program Council; taught OWL to all age groups; served on the Ministerial Search, Finance Committee, and Sexton Search; and arranges the annual donation of UniFair leftovers. Mary currently works at the NYC Department of Sanitation, producing promotional materials and web content for recycling and composting.

First Unitarian Congregational Society in Brooklyn PROPOSED BUDGET FYE2018  
May 21, 2017

	<u>Budget July 2016 - June 2017</u>	<u>Projected July 2016 - June 2017</u>	<u>Budget July 2017 - June 2018</u>
<b>REVENUE</b>			
<b>CANVASS &amp; CONTRIBUTIONS</b>			
Pledge Income	309,000	298,917	310,000
Non Pledge Contributions	1,500	5,413	5,000
Sunday Plate			
Collection	41,000	33,552	35,000
LESS Share the plate contributions	(20,500)	(16,776)	(17,500)
Contributions from Womens Alliance	5,000	5,000	5,500
<b>TOTAL CANVASS &amp; CONTRIBUTIONS</b>	<u>336,000</u>	<u>326,107</u>	<u>338,000</u>
<b>RENTS</b>			
Daycare Rent	176,556	176,556	179,518
Apartment Rent	70,400	78,000	78,900
Other Rent	50,000	63,385	36,000
Ceremonies Income	14,200	5,800	10,000
LESS Ceremonies Commission & Expense	(4,500)	(2,285)	(2,500)
<b>TOTAL RENTS</b>	<u>306,656</u>	<u>321,456</u>	<u>301,918</u>
<b>ENDOWMENT DRAW</b>			
Prudent Congregational Endowment Draw 4%	139,000	139,000	145,000
<b>TOTAL ENDOWMENT DRAW</b>	<u>139,000</u>	<u>139,000</u>	<u>145,000</u>
<b>CONGREGATIONAL FUNDRAISING</b>			
Unifair	12,000	9,256	10,000
LESS Unifair Expense	(2,040)	(3,900)	(2,000)
Auction	11,500	15,000	15,000
LESS auction expense	(500)	(1,000)	(1,000)
Concert and musical events	2,000	4,022	3,000
LESS related expense	(850)	(1,046)	(1,000)
Year end appeal	5,000	3,200	4,200
LESS related expense	(500)	-	(200)
LESS expense funded by appeal			
Other special purpose fundraising		15,440	
LESS expense funded by special purpose funds		(14,440)	
Other fundraising (net of expense)	1,000	4,335	4,335
Online sales	350	271	-
Book Table Income	1,500	727	1,000
LESS Book Table Purchases	(1,400)	(951)	(1,000)
<b>TOTAL CONGREGATIONAL FUNDRAISING</b>	<u>28,060</u>	<u>30,914</u>	<u>32,335</u>
<b>TOTAL REVENUE</b>	<u>809,716</u>	<u>817,476</u>	<u>817,253</u>

First Unitarian Congregational Society in Brooklyn PROPOSED BUDGET FYE2018

May 21, 2017

	<u>Budget July 2016 - June 2017</u>	<u>Projected July 2016 - June 2017</u>	<u>Budget July 2017 - June 2018</u>
<b>EXPENSES</b>			
<b>PROFESSIONAL LEADERSHIP</b>			
<b>SENIOR MINISTER</b>			
Minister Salary (including housing allowance)	105,302	105,302	105,302
Benefits and professional expense	55,325	55,325	56,539
<b>TOTAL SENIOR MINISTER</b>	<b>160,627</b>	<b>160,627</b>	<b>161,841</b>
<b>MRE/ DEM</b>			
MRE/ DEM Compensation	74,651	74,651	74,651
Benefits	38,906	38,906	39,003
MRE professional expense		2,200	2,400
<b>TOTAL MRE/ DEM COMPENSATION</b>	<b>113,557</b>	<b>115,757</b>	<b>116,054</b>
<b>MINISTERIAL INTERN</b>			
Ministerial intern	2,500	-	-
LESS grant income for intern	(2,500)	-	-
Affiliated Community Minister expense	250	250	250
Visiting ministers	1,250	1,250	1,000
<b>TOTAL OTHER MINISTERIAL</b>	<b>1,500</b>	<b>1,500</b>	<b>1,250</b>
<b>TOTAL PROFESSIONAL LEADERSHIP</b>	<b>275,684</b>	<b>277,884</b>	<b>279,145</b>
<b>RELIGIOUS EDUCATION PROGRAM</b>			
<b>Items funded by Congregation and WA</b>			
Seminarian intern (Womens Alliance support)	4,000	4,000	4,000
Youth Ministry Coordinator (Seminarian intern)	5,000	3,200	5,000
Benefits		626	1,165
Seminarian prof dev (Womens Alliance support)			500
Child care fka nursery staff	2,400	2,400	2,960
Benefits		345	383
Toddler lead teacher	2,000 )		2,000
PreK lead Teacher	2,000 )	3,667	2,000
Staff benefits	927	-	
Bibles	300	300	500
Summer Program Staff	500	500	500
	<b>17,127</b>	<b>15,038</b>	<b>19,008</b>
<b>Items supported by parent contributions</b>			
Family Retreat	4,000 )	-	-
Youth Group	5,000 )	-	250
Coming of Age Program	1,500 )	-	-
Other events and expenses	1,750 )	7,328	1,450
RE support from parents	(12,700)	(7,328)	(1,000)
	<b>(450)</b>	<b>0</b>	<b>700</b>
<b>Additional fundraising</b>			<b>(2,000)</b>
<b>TOTAL RELIGIOUS EDUCATION</b>	<b>16,677</b>	<b>15,038</b>	<b>17,708</b>