

Minutes of the Meeting of the USNH Board of Trustees  
June 13, 2024  
Approved by the Board July 11, 2024

USNH Board Members Present

Bobbi Pace, President	Joan Ciano
Sue Trotta-Smith, Vice-President	Kathy Haskins
Tom Ward, Treasurer	Becky Reeve
Terry Bohnhorst Blackhawk, Clerk	Kyle Manning
Alissa Chapin	

David Stagg, Management Team	Cathy Jackson, UUA, GA Delegate
Rev. Stephen Kendrick, Ex officio	Sarah Forman, UUA, GA Delegate

1. President Bobbi Pace called the meeting to order at 7:02 p.m.
2. Chalice lighting and reading: President Bobbi Pace read “Trust” by David O. Rankin from *Dancing in the Empty Spaces*.
3. In response to the question: *If you could meet any historical figure, which would it be and why*, those present explained their reasons for choosing Amadeus Mozart, Teddy Roosevelt, Henry David Thoreau, Albert Einstein, Mark Twain, Nicola Tesla, Benjamin Franklin, James Madison, Carl Sagan, and Abraham Lincoln. One hitherto unknown figure was Captain James Riley, CT sailor, marooned and captured in Africa in the 19<sup>th</sup> century who wrote *Sufferings in Africa*, a work which Abraham Lincoln credited for influencing his views on slavery.
4. Members of the Board took turns reading the USNH Board Covenant.
5. The reading of the Covenant was followed by a discussion of Covenant item: *Commit to personal growth by risking vulnerability and imperfection*.
6. Members of the Board took turns reading the USNH Statements of Visions and Aspirations
7. President Bobbi Pace moved approval of the agenda; Sue Trotta-Smith seconded. The agenda was approved unanimously.
8. Kyle Manning moved and Terry Bohnhorst Blackhawk seconded approval of the minutes of the May 9, 2024 Board meeting. The motion passed unanimously.
9. Alissa Chapin moved and Kyle Manning seconded acceptance of the minutes of the June 2, 2024 Congregational Meeting. The motion passed with one abstention.
10. Those present engaged in conversation with Sarah Forman and Cathy Jackson who will represent USNH as delegates to the 2024 UUA General Assembly. The delegates have received credentials and expressed disappointment that the meeting will not be in person. Sarah Forman mentioned paying special attention to the Climate Justice Revival, and Cathy Jackson noted that

the terms “accountability” and “covenant” regarding Article II have presented difficulty on UUA discussion boards. Bobbi thanked Sarah and Cathy for meeting in person with the Board.

11. Minister’s report. Rev. Stephen will present his “State of the union” homily soon and looks forward to contributing to next year’s discussions of USNH’s future vis-a-vis the next minister. He singled out Jesse Greist for special approbation and noted that despite a less than advantageous location, USNH has a good reputation in the community. Rev. Stephen suggested improving visibility, working internally to loosen certain hierarchical structures, and trying new things as a congregation.

12. Reports from the Management Team. David Stagg reported compliance per the MT Report on Policy Governance, Section 1.4 (attached), regarding salaries and employment. Rev. Stephen described the successful evaluation process with Jesse Greist and suggested that Jesse’s title be changed from R.E. Director to “Director of Congregational Life,” a change which meets with Jesse’s approval. Bobbi Pace suggested that the MT and USNH Personnel Committee discuss this idea and bring it to the Board for a vote. Board members also discussed the “Summary of MT Discussions” from May 2024 and June 4, 2024. One issue of note is the need to find a chair for the Energy Group.

13. Treasurer Tom Ward reported that the Finance Committee and MT are doing a fine job managing USNH finances. He predicted that USNH will likely end FY24 with a surplus.

14. President Bobbi Pace reported payment of the fee for participation in the UUA Climate Revival set for Sept. 28-29, 2024. A save-the-date email will be sent, and UUA materials for activities and workshops will arrive in August. Board members discussed details and ways to reach out to other UU congregations. Rev. Stephen encouraged USNH to think of climate justice as a spiritual movement in the tradition of Emerson, Thoreau, Fuller, i.e. our Transcendental, UU forbears, bearing in mind Henry David Thoreau’s dying words: *One world at a time*. Kyle Manning, Kathy Haskins, Terry Bohnhorst Blackhawk, Joan Ciano, and Becky Reeve will pitch in with a Climate Revival planning meeting.

15. President Bobbi Pace relayed an announcement from the Management Team and Laura Patey about a contest to find an engaging tag line for the USNH website. Congregants will be encouraged to submit nominations via an email survey, up to a maximum of five nominations each.

16. Update, Reimagining Church initiative: President Bobbi Pace reported that a partner for USNH has been found after all, but expressed reservations about adding this to an already very busy 2024-2025. Board members discussed the possibility and felt the Reimagining Church project would be burdensome in the coming year but would be welcomed the following year if still available.

17. Thank you notes have been sent to members of the technology team for help with streaming and services; to Greg Feeley for Book Sunday; to the Sunday morning team and GA delegates; and to Ellen Greist and Gayle Walter for facilitating the “Neighboring Faiths” adult education

class. This was Becky Reeves's last meeting as a Board member. The Board expressed appreciation for her service, and President Bobbi Pace presented her with a parting gift.

18. Process observation: Board members expressed satisfaction with the meeting's process.

19. Bobbi Pace moved and Kyle Manning seconded adjournment, which passed unanimously. The meeting adjourned at 8:42 p.m.

Respectfully submitted,  
Terry Bohnhorst Blackhawk (she/her), Clerk

Attachment:  
Monitoring Report Section 1.4: Compensation and Benefits

## **MT Interpretation and Monitoring of Policy Governance Section 1.4**

Last reported to the Board 6.8.2023

### **1.4 Compensation and Benefits**

With respect to employment, compensation, and benefits to employees, consultants, contract workers, and volunteers, the Management Team shall not cause or allow jeopardy to the fiscal or institutional integrity of the Society.

Accordingly, the Management Team may not:

- a. Change any minister's compensation, benefits, or allocated professional expenses previously established by the Board.

#### **MT Interpretation:**

The management team includes changes to the minister's compensation, benefits, or allocated professional expenses only when staff-wide COLA or structural changes are recommended by the Personnel Committee as part of the new annual operating budget. When these changes are accepted by the Board and the Congregation we assume they replace the "previously established" numbers.

- b. Promise or imply permanent or guaranteed employment.

#### **MT Interpretation: No interpretation required**

- c. Recommend compensation and benefits that create obligations over a term longer than revenues can be safely projected.

#### **MT Interpretation:**

The Management Team is responsible for including compensation and benefit payments in the annual operating budget which projects sufficient income to make those payments. MT recommendations on compensation and benefits are limited to a single fiscal year.

- d. Establish current compensation and benefits that deviate materially from the non-profit, geographic, and professional market for the skills employed.

#### **MT Interpretation:**

The Management Team relies on the Personnel Committee for compensation and benefits advice. The committee has direct experience, is highly qualified and takes note of both UUA recommendations and general market conditions.

***Policy sections approved by the Board: October 9, 2014; revised Feb. 12, 2015***

*MT Interpretations approved by the Board April 2018; revisions to a., b. and c.  
approved June 2019*

**MT Report**

In September 2023, USNH was fortunate to take on Sunny Joy McMillan as a Ministerial Intern under Rev. Stephen Kendrick's supervision. We had not budgeted for the UUA-recommended compensation we are providing to Sunny. However, because we budgeted Rev. Stephen's compensation to begin in July instead of August 2023 and he declined health insurance coverage, sufficient funds were budgeted for ministerial compensation to cover both Stephen and Sunny.

The UUA recently completely revised its classification and compensation recommendations. The Personnel Committee and Becky Friedkin reviewed these recommendations and concluded that they support a significant increase in Jesse Greist's salary. At the recommendation of Rev. Stephen, the Personnel Committee, and the Management Team, and with the agreement of the Finance Committee, Jesse's salary was increased effective January 1, 2024, resulting in variances for his salary and benefits. However, we expect the aggregate Personnel budget to come in close to and possibly under budget for FY24.

There have been no variations to any of the other salary provisions of the 2023-2024 operating budget.

Our recommendations to the Board for the 2024-25 budget included a salary increase for Jamie Ross to move her closer to the midpoint of UUA salary guidelines.

We report compliance with all the paragraphs of this section.

***Report submitted by the Management Team June 13, 2024***