

# **PRAIRIE CIRCLE UNITARIAN UNIVERSALIST CONGREGATION**

## **Annual Meeting Voting Materials Packet**

**June 9, 2024**

**Moderator: Janean Friedman**

### **AGENDA**

1. Approve Agenda – Poll
2. Approve the June 2023 Annual Meeting Minutes – Poll
3. President’s Report
4. Treasurer’s Report & Proposed Budget
5. Proposed new arrangement with PCCS - Poll
6. Proposed Budget for 2024-2025 – Poll
7. Balancing the Budget – Poll
8. Approve the Board Slate for 2024-2025 – Poll
9. Approve Nominating Committee for 2024-2025 – Poll
10. Incoming President’s Comments

### **MEETING GUIDELINES**

- Our Annual Meeting is being held again in a virtual fashion.
- Information has been provided beforehand to simplify the proceedings.
- Member comments were solicited prior to this meeting and will be answered within the relevant agenda item.
- “Raise your hand” will be used to indicate making a motion to approve an item or a second as prompted by the moderator.
- Once the meeting begins – please only use chat for questions on the Agenda Items after they have been presented.
- Voting will be by members by polling on six items as indicated on the agenda.
- Non-members are asked to refrain from voting. Should a mistake occur, any non-member votes will be subtracted from the poll count.

### **POLLING NOTE**

To make sure two-member households can each vote from the same device, the question will be duplicated and start with “Member 1” and “Member 2.” If you are a single-member household, or the other member in your household is using a different device, you should select “N/A-Only 1 member is voting from this device.”

## SEVEN POLLING QUESTIONS

1. Approval of the Agenda
2. Approval of the June 2023 Annual Meeting Minutes
3. Approval of new arrangement with PCCS/Barn
4. Approval of the Proposed Budget for 2024-2025
5. Approval of transfer from the Accumulated Surplus
6. Approval of the Board Slate for 2024-2025 as submitted by the Nominating Committee
7. Approval of the Incoming Members of the Nominating Committee

## **Draft of PCUUC Annual Meeting Minutes**

June 11, 2023

The meeting was opened at 9:30 a.m. by Moderator Janean Friedman, who lit the chalice flame.

The 20% quorum (15 attendees) was confirmed by Church Administrator Karen Schachtschneider, who said that 34 attendees were present (based on numbers collected by co-host Tamara Wanshek as people entered the Zoom meeting). Outcome of polls was announced by Tamara throughout the meeting.

The Moderator reminded attendees of the 7 Principles, which were displayed on a slide.

The Moderator talked through the meeting guidelines as they were displayed on the screen and explained the process of voting on Zoom for both one- and two-person households. She encouraged attendees to use the chat for comments and questions and mentioned that the co-host, Tamara, would monitor chat throughout the meeting.

The Moderator displayed the Agenda and read through the topics up for vote at the meeting. Fran and Dave Bates motioned to proceed to vote; Siobhán Reynolds seconded the motion.

### **Poll 1: Approval of the Agenda**

The Zoom Technical Host, Mary Lindsay, launched the first poll. Poll had to be relaunched because a co-host accidentally ended the poll prematurely. The agenda was approved (33 Yes votes).

### **Poll 2: Approval of the June 2022 Meeting Minutes**

Moderator asked for a vote to approve the Minutes of last year's Annual Meeting. Fran and Dave Bates motioned to proceed to vote; Judi and John Young seconded the motion. Minutes approved (34 Yes; 0 No).

### **President's Report**

Board President Leslie Piotrowski presented her annual report.

### **Treasurer's Report**

On behalf of Treasurer PennySue McKenzie, Board Member Ted Rock presented the Treasurer's Report and Proposed Budget for 2023-2024.

### **Poll 3: Approval of the Proposed Budget for 2023-2024**

Vote was called to approve the proposed budget for the coming fiscal year. Fran or Dave Bates motioned to proceed to vote; Jan Marsh seconded the motion.

The Moderator asked for questions, and Leslie responded to tell participants about several questions that had been submitted by congregants and answered privately by Board members before the annual meeting. She answered a few of the questions that she thought would be of interest to all. She mentioned that all the questions and answers were posted in the Annual Meeting section of the PCUUC website.

There were no further questions, so poll was launched. Proposed Budget was approved (34 Yes; 0 No).

### **Poll 4: Approval of Transfer of Funds from the Accumulated Surplus Reserve Fund to balance the 2023-2024 Budget**

Moderator asked for a motion to vote to approve transfer of funds to balance the budget. Fran or Dave Bates motioned to proceed to vote; Jim Whitton seconded the motion. Poll was launched and transfer was approved (34 Yes; 0 No).

### **Poll 5 : Approval of Transfer of Funds from the Accumulated Surplus Reserve Fund to balance the 2023-2024 Budget**

Moderator asked for a motion to vote to approve transfer of funds to balance the budget. Fran or Dave Bates motioned to proceed to vote; Jim Whitton seconded the motion. Poll was launched and transfer was approved (34 Yes; 0 No).

### **Board Slate**

Moderator thanked this year's Nominating Committee (Julie McCarthy, Chris Krohn, Janean Friedman, and Jim Whitton). Julie McCarthy, representative of the Nominating Committee, said that new additions to the Board are: Trisha Steele, Christine Tyll, and Chris Krohn.

Three Board members (Leslie Piotrowski, Sarah Grover, and Ted Rock) complete their terms at the end of FY 2022-2023 and three (Tamara Wanshek, PennySue McKenzie, and Scott Helmke) will return for their second year.

#### **The proposed Board slate for FY 2023-2024:**

Scott Helmke, President (moving from President-Elect)

Trisha Steele, President-Elect (will become President for FY 2024-2025)

Tamara Wanshek, Trustee (will serve 1 more year)  
PennySue McKenzie, Treasurer (will serve 1 more year)  
Christine Tyll, Secretary (beginning 2-year tenure)  
Chris Krohn, Trustee (beginning 2-year tenure)

**Poll 7: Approval of the Board Slate for 2023-2024 as submitted by the Nominating Committee**

Vote was called on the Board slate. Jim Whitton motioned to proceed to vote; Fran or Dave Bates seconded the motion.

Moderator asked for questions. Lynn Hepler asked: Is there a Treasurer in training? Leslie responded that this is something for the new Board to consider; it's a very good idea. She suggested this be put on the agenda for the first meeting of the new Board in July 2023. Leslie thanked Lynn for bringing this up. Slate was unanimously approved (34 Yes; 0 No).

**Incoming President's Message: Presentation of recorded message from Scott Helmke**

As President, Scott said that his goal is "keeping the doors open." He will continue efforts to find a part-time minister for a two-year term whose time would be split between two congregations. Has been a member since 2006. Looking forward to PCUUC's 20<sup>th</sup> year as a congregation.

**Nominating Committee Slate**

Julie McCarthy read the Nominating Committee slate for FY 2023-2024.

**Completing their terms as of June 30, 2023:**

Janean Friedman  
Chris Krohn

**New members (will serve through June 2025):**

Jason Grover  
Leticia Swift

**Continuing members (will serve through June 2024):**

Jim Whitton  
Julie McCarthy

**Poll 8: Approval of the Incoming Members of the Nominating Committee**

Vote was called on the Nominating Committee slate. Fran or Dave Bates motioned to proceed to vote; Judi and John Young seconded the motion. Slate was unanimously approved. (30 Yes; 0 No)

**Thanks**

The moderator thanked Leslie for her outstanding leadership this year and welcomed Scott as the incoming President. She checked with the co-host one last time to see if there were any outstanding questions or concerns. Co-host Tamara thanked those who were involved in planning the Annual Meeting.

**Conclusion**

Chalice flame was extinguished, and the meeting ended at approximately 10:15 a.m.

PROPOSED BUDGET, FISCAL YEAR 2024-2025

Proposed Budget for PCUUC 2024-2025	
Income	
General Fund	\$89,122
Use of Reserve Funds, Minister Reserve Remaining from FY 2023-2024	\$38,338
Use of Accum Surplus to Balance Budget Needs cong vote June 2024	\$56,143
Budgeted Transfers (prepaid pledges)	\$200
<b>Total Income</b>	<b>\$183,803</b>
Projected Expenses for 2024-2025	
Donor Restricted Allocation	\$3,000
Staff Compensation & Exp.	\$141,635
Property Rent	\$10,000
Business Mgmt	\$3,913
Finance	\$1,750
Children's RE	\$2,745
Membership & Communication	\$1,660
Welcoming Congregation	\$500
Social Justice	\$5,200
Worship Arts	\$8,700
Music	\$850
Caring Committee Expenses	\$250
Miscellaneous	\$600
Denomination Support	\$3,000
<b>Total Expenses</b>	<b>\$183,803</b>
Net Operating Income	\$0

<b>Proposed Budget for PCUUC 2024-2025</b>	
<b>Minister Breakdown</b>	
<b>Minister Compensation</b>	\$39,000
<b>Minister Retirement</b>	\$3,900
<b>Minister Health and Dental (this includes a 10% increase in Health/Dental insurance for six months of 2025)</b>	\$17,112
<b>Minister Life and Long Term Disability</b>	\$835
<b>Minister Professional Expenses</b>	\$2,000
<b>Minister Self-Employment Tax Offset</b>	\$2,984
<b>Total</b>	<b>\$65,831</b>

## **PROPOSED 2024-2025 SLATE FOR NOMINATING COMMITTEE**

The Nominating Committee is composed of 4-6 members each serving a 2-year term. Julie McCarthy and Jim Whitton will complete their terms as of June 30, 2024. Two new members, Gus Martorano and Tamara Wanshek, will serve through June 2026. Jason Grover and Leticia Swift will continue serving on the Nominating Committee for one additional year (till June 30, 2025).

We thank the Committee for their outreach and recruitment for both the Board Nominees and the Committee replacements.

- **Gus Martorano – new 2-year term**
- **Tamara Wanshek – new 2-year term**
- Leticia Swift – 1 year left in term
- Jason Grover – 1 year left in term

## **PROPOSED 2023-2024 SLATE FOR BOARD**

- Trisha Steele – President – moved from President-Elect
- **Thad Smith – President-Elect – new 2-year term  
(1 year as President-Elect; 1 year as President)**
- **Dave Bates – Treasurer – new 2-year term**
- Christine Tyll – Secretary – 1 year left in term
- Chris Krohn – Trustee – 1 year left in term
- **Ginny Krueger – Trustee – new 2-year term**



## A GLIMPSE AT THE 2024-2025 BOARD NOMINEES



### **Thad Smith (President-Elect)**

Thad was raised in suburban New Jersey with his college professor mother and in rural Eastern Oregon with his cattle rancher father. After graduating from the U.S. Naval Academy and serving in the Marine Corps, he and his family settled in Grayslake where they have lived for more than twenty-five years.

He retired from a corporate career at a pharmaceutical company and now works on part time projects with a medical technology company and a non-profit humanitarian organization.

When he became an empty nester, he decided it was time to check out PCUUC. He liked it and has been a member for about six years.

Thad occasionally blogs on life and politics at [thadsglad.com](http://thadsglad.com) and spends about half of his time outside of Knoxville Tennessee.

### **Dave Bates (Treasurer)**

Fran and I have been members of PCUUC since 2017. In that time I have been a Trustee, a member of the setup crew for Services, on the Membership Committee and a Greeter at Services.

I find the most enjoyment in meeting people and hearing their stories. We joined PCUUC for the sense of the warm community of the congregation and have made many new friends. My second reason for being a Member are the many meaningful aspects of the Seven Principles.



The journey of my religious background has evolved into a more secular philosophy with the goal of practicing the Seven Principles. I am retired after more than 45 years developing medical products for numerous companies and as consultant/contractor. Fran and I have been married for over 56 years and have 4 wonderful children with 8 beautiful grandchildren. I enjoy numerous activities in my “man cave” in the same house in Libertyville for over 50 years, where by necessity and with my mechanical engineering background has allowed me to build numerous additions to a World War II vintage home. I enjoy working with all of you in this new capacity.



**Ginny Krueger (Trustee)**

Ginny wandered into church early one Sunday (unaware of the time change), and she has been singing in the choir since that day. She is a retired pediatric occupational therapist.

Now, she spends a lot of time making art, as well as traveling, jazzercising, and attending grandkids' sporting events. She volunteers for Reading Power in Lake County. Ginny has enjoyed the warm, welcoming church and community of PCUUC since 2014.