

Minutes of the Board of Trustees  
Unitarian Universalist Church of Muncie  
January 20, 2016

Attendance:

- ❖ Board: Nancy Behforouz, Susan Bossung, Holly Hanauer, Mary Johnson Robey, Sherry Ware
- ❖ Seth Carrier-Ladd, Minister
- ❖ Judy Lowe

The regularly scheduled meeting of the Board of Trustees started at 6:30 pm at the Unitarian Universalist Church of Muncie with a chalice lighting and checkin. The meeting was presided over by President Sherry Ware. Mary Johnson Robey was recording secretary. Five members of the Board were present which represented a quorum.

The minutes of the December 16, 2015, Board meeting were approved as presented. The agenda was approved as corrected.

The Board met in executive session on January 15, 2016, to discuss personnel issues. Those in attendance included Nancy Behforouz (by phone), Susan Bossung, Holly Hanauer, Mary Johnson Robey, and Sherry Ware. The following motions were passed:

**Motion:** Holly Hanauer made a motion seconded by Nancy Behforouz as follows: The Board recommends to the Finance Committee for the 2016-2017 budget a 3% (1.6% cost of living and 1.4% merit) increase to the minister's current 2015-2016 salary. The Board also recommends the housing allowance remain unchanged at \$15000. The motion passed unanimously.

**Motion:** Holly Hanauer made a motion seconded by Susan Bossung as follows: The Board recommends to the Finance Committee for the 2016-2017 budget that the ministerial base salary be increased by \$4450. The motion passed unanimously.

**Motion:** Mary Johnson Robey made a motion seconded by Sherry Ware as follows: The Board recommends to the Finance Committee for the 2016-2017 budget a stipend of \$3000 for the Community Minister. The motion passed unanimously.

**Special Presentation, Freezer, Judy Lowe**

Judy Lowe reviewed information sent to the Board by Bruce Craig in regards to a new freezer for the church. A 19-21 cu ft freezer will cost \$500-\$600. The freezer could be used by the Bazaar and the Caring Committee in addition to other church groups.

**Motion:** Mary Johnson Robey made a motion seconded by Nancy Behforouz to purchase a freezer as requested by Judy Lowe from the SOS funds for a maximum of \$650.00. The motion passed with two abstentions.

A group will be formed to propose a usage policy to the Board.

**Reports:**

1. President's Report, Sherry Ware
  - Exterior Pro completed the roof; once a final check is sent the warranty will then be valid.

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- An agenda planning meeting will be held 9 days before the regular Board meeting at the church; the first meeting is February 8.
  - No proposals have been received for the missions and visions artwork.
  - A new signature card is needed at the bank.
  - Sherry and Seth Carrier-Ladd will be meeting with the Perimeter Design Task Force.
  - Membership list review will be done in March.
2. Past President's Report, Nancy Behforouz  
There is nothing new to report.
  3. Vice President's Report, Susan Bossung
    - The Program Council did not meet in January.
    - Lind Hanson has requested committees write a report for the Unigram; focus group questions are needed by CoM from the committees; focus group meetings will be held annually.
    - The Social Justice Committee is asking the Board to make a recommendation about dedicated offerings for local and/or international donations.
    - A church closing due to weather, etc. policy is needed; Seth will contact the Property Maintenance Committee to draft a policy to present to the Board.
  4. Treasurer's Report  
Since Usha Shivaswamy was absent from the meeting there was no discussion of the reports sent to the Board.
  5. Minister's Report, Seth Carrier-Ladd  
Seth provided an overview of his activities for the month. He will follow up with a written report through email.

The UUA needs a recommendation about study/action issues to be discussed at this year's General Assembly, June 22-26, 2016, in Columbus, Ohio.

**Motion:** Susan Bossung made a motion seconded by Nancy Behforouz to add four issues (a national conversation on race, the corruption of our democracy, climate change and environmental justice, and ending gun violence in America) to the General Assembly agenda. The motion passed.

### **Unfinished Business**

1. Policy & Procedure Manual, Holly Hanauer  
Holly sent an edited version to the Board. The polystyrene policy and an edited version of the reporting structure flow chart need to be added.
2. Committees:  
Fundraising:
  - The Dining for Dollars (D4\$) committee has been organized; advertising will start in February.
  - Susan Bossung will contact Meijer about fundraising.
  - Potential members for the Fundraising Committee are Margaret Reeder, Kristin Owens, Judy Lowe, Chris Sander, Hunter Ignatoski, Maggie Bartlett, Jean Filson.
  - The Silent Service Auction needs to happen this spring.
  - A new co-chair is needed for the Bazaar; John McKillip will be co-chair.

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Membership, tabled

3. Future of Pokagon

The retreat has lost over \$2800 in the past three years. A motion to eliminate the Pokagon retreat for the fall, 2016, to be replaced by another family oriented activity was withdrawn.

**Motion:** Nancy Behforouz made a motion seconded by Susan Bossung to withdraw financial and staff support for the fall 2016 Pokagon trip due to continued financial losses. The motion passed unanimously.

A meeting will be scheduled for any interested party to discuss the viability of the Pokagon retreat.

**NOTE:** The Board passed a revised motion electronically on January 28, 2016, to replace the above motion:

**Motion:** Mary Johnson Robey makes the following motion, seconded by Holly Hanauer, to revise the motion concerning the Pokagon retreat passed at the Board meeting, 1/20/2016, to withdraw church financial support for unbudgeted expenses for the fall Pokagon retreat due to continued financial losses. The motion passed.

4. Adult RE Program

Once Eleanor Trawick has recruited members for the committee she will start attending Program Council.

5. Property Maintenance

Discussion of the sanctuary lights was tabled. Bruce Craig will be asked to attend the February Board meeting; a capital campaign may be needed to raise money for the church.

6. Mission & Vision call for artwork

Nothing has been submitted. Discussion is tabled.

**New Business**

CoM has requested \$100 to \$150 to buy pizza for the three scheduled focus groups.

**Motion:** Mary Johnson Robey made a motion seconded by Holly Hanauer to authorize \$150 to provide refreshments for the CoM focus groups. The motion passed.

**Check out and adjournment**

The next Board meeting is scheduled for February 17, 2016, 6:30 pm.

The meeting adjourned at 9:21 pm.

Respectfully submitted by Mary Johnson Robey, Board of Trustees Secretary, Unitarian Universalist Church of Muncie