

Minutes of the Board of Trustees
Unitarian Universalist Church of Muncie
August 19, 2015

Attendance:

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

The regularly scheduled meeting of the Board of Trustees started at 7:01 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 July 15, 2015 Board meeting were approved as presented. The agenda was approved as presented.

Special Presentation:

Proposed Cooperative Preschool and Childcare Program, Elizabeth Carrier-Ladd

A private group, of which Elizabeth Carrier-Ladd is a member, is exploring starting a cooperative preschool and childcare program. The Board and Elizabeth discussed a variety of issues surrounding this proposal. All members of the Board indicated they are willing to entertain a written proposal concerning the use of church property for a daycare program for children.

Reports:

1. President's Report, Sherry Ware

- A protective covering has been placed on the new table carts. The additional cost was approved by electronic vote by the Board.
- Met with Indiana Trust with Usha Shivaswamy in regards to the Crosley and Templer accounts. Monies have been transferred per motions from previous Board meetings.
- The loan forms have been signed for the solar panels and roof.
- Jim Vincent, Investment Committee, is writing a description of the church's various funds and how they may be used.
- The Finance Committee voted to unanimously to recommend to the Board that any excess donations, after all expenses directly related to the solar panel project are paid, go directly to reduce the amount borrowed (\$10,000) for the solar panel project.
- Contract is signed with Exterior Pro to install the new roof membrane. The project is scheduled to be completed by the end of September/beginning of October dependent upon weather.
- The Green Task Force has been meeting to coordinate the solar panel project.

2. Treasurer's Report, Usha Shivaswamy

The Income and Expense and Balance Sheet reports were sent electronically since Usha is out of town. Pledge statements will be sent quarterly. End of year statements have not been sent yet. Members are being encouraged to pay pledges electronically.

Minutes of the Board of Trustees
Unitarian Universalist Church of Muncie
August 19, 2015

3. Minister's Report, Seth Carrier-Ladd

- Seth is back half time from his paternity leave.
- Resumes of three candidates for the Membership Coordinator position were sent to the Board prior to this meeting.

Motion: Nancy Behforouz made motion seconded by Holly Hanauer to preapprove the three candidates presented and to authorize the interviewing committee to select a new membership coordinator. The motion passed unanimously.

The interviewing committee will consist of Seth, Suzanne Walker, and Mary Johnson Robey.

- Change to the job descriptions for the Office Administrator and Bookkeeper were sent to the Board prior to this meeting.

Motion: Nancy Behforouz made a motion seconded by Mary Johnson Robey to accept the changes as presented.

- **Motion:** Nancy Behforouz made a motion seconded by Sherry Ware to allow unspent Music Director's professional expenses from 2013-2013 and 2014-2015 to be used this fiscal year. The motion passed unanimously.
- A Wheel of Life column will start in the Unigram to announce births, marriages, moves, deaths, etc.
- The Pastoral Associates are organizing a sharing circle to give people a place and time to share what's going on in their life. The details will be forth coming.

Old Business

1. Policy & Procedure Manual, Mary Johnson Robey

The Board discussed proposed changes to the manual along with questions that need to be addressed.

2. Proposal to buy additional kitchen utensils before upcoming Bazaar.

The need will be forwarded to the Kitchen Witches to follow up on this.

3. Short-Term Special Committees – discussion postponed until the September Board meeting.

4. Strategic Long Range Plan – discussion postponed until the September Board meeting.

New Business

1. Approval of two new members to the Committee on Ministries

Motion: Mary Johnson Robey made a motion seconded by Holly Hanauer to appoint Amy Shaw and Steve Chalk to three-year terms on the Committee on Ministries. The motion passes unanimously.

2. Congregational Meetings: Voting Rights and Membership List

A person must be a member of the congregation to vote at Congregational meetings. This policy will be published along with notices of the meetings and in the Policy and Procedure Manual. The Board Secretary will direct people to contact the Office Administrator if their name is not on the voting list and they will not be allowed to vote.

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Unitarian Universalist Church of Muncie
August 19, 2015

3. **Motion:** Nancy Behforouz made a motion seconded by Mary Johnson Robey to grandfather Leslie Duval (Adult RE) and John McKillip (Bazaar) as chairs of their committees for the remainder of their term or for the remainder of this fiscal year if there is not a term despite the lack of church membership. The motion passed unanimously.

4. Committees:

- **Adult RE**

Motion: Mary Johnson Robey made a motion seconded by Nancy Behforouz to create a new Adult RE Committee to expand the Adult RE programming for the church with the current committee as a subcommittee. The motion passed unanimously.

Board members, Sherry Ware, Susan Bossung, and Holly Hanauer, will meet with the current committee to discuss programming.

- **Fellowship**

Should Dinner Discussion and Pokagon be included in this committee?

- **Hospitality (Reorganization)** Will discuss at the Board Retreat.

Check out and adjournment

The next Board meeting is scheduled for September 16, 2015. The meeting adjourned at 9:09 pm.

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