

Minutes of the Board of Trustees  
Unitarian Universalist Church of Muncie  
September 16, 2015

Attendance:

- ❖ Board: Nancy Behforouz, Susan Bossung, Holly Hanauer, Mary Johnson Robey, Usha Shivaswamy, Sherry Ware,
- ❖ Seth Carrier-Ladd, Minister
- ❖ Laura Janney, OUTreach
- ❖ Tony Coston, Swift & Associates, CPAs

The regularly scheduled meeting of the Board of Trustees started at 7:00 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. All members of the Board were present which represented a quorum.

The minutes of the August 29, 2015 Board meeting were approved as amended. The date of the meeting was corrected. The agenda was approved as presented.

**Special Presentation:**

Tony Coston, Swift & Associates, CPAs submitted the FY 2015 yearend report for Board approval.

**Motion:** Usha Shivaswamy made a motion seconded by Nancy Behforouz to accept the report as presented by Swift & Associates. The motion passed unanimously.

**Special Presentation:**

Laura Janney presented information about a new transgender support group that has been started under the umbrella of OUTreach. The new group has no age limit. A question about clarifying restroom use was raised.

**Motion:** Mary Johnson Robey made a motion seconded by Nancy Behforouz to create a policy which states people may make use of restrooms with which they gender identify or make use of the gender neutral restroom in the RE wing as they wish. The motion passed unanimously.

It was noted signs will need to be placed on restroom doors, and Nadine Tringali will need to send notification to parents.

Laura also informed the Board the church's By-laws require official recognition of OUTreach as an auxiliary organization of the church.

**Motion:** Nancy Behforouz made a motion seconded by Usha Shivaswamy to recognize OUTreach as an auxiliary organization of the church.

**Reports:**

1. President's Report, Sherry Ware
  - The Board members are asked to prioritize the goals developed at the retreat and bring them to the next Board meeting.

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- Bruce Craig will meet with Exterior Pro and give them their check this week. He also reports there are several trees that may need to come down. He and John Taylor will obtain quotes.
- Sherry met with Leslie Duvall, Eleanor Trawick, and Seth Carrier-Ladd to discuss the Adult RE committee. Eleanor and Liz Lowe have volunteered to be co-chairs. No action was taken on this offer.

2. Vice President's Report, Susan Bossung

- The Program Council has established ground rules instead of a covenant.
- A few highlights from the committee reports include:
  - Property Maintenance has scheduled a maintenance day.
  - RE has scheduled an orientation for teachers and an open house.
  - Suzanne Walker has resigned from the Welcome Team. This committee has no members currently.
  - The Nominating Committee will attend the October Program Council meeting.
  - Please see the full report for further details.

2. Treasurer's Report, Usha Shivaswamy

- Expenses include a one-time loan fee.
- The solar panels check has been issued. The first installment of the solar panels loan is an interest expense.
- The Investment Committee recommends moving the Askren fund as well as the whole account at TD Ameritrade to Indiana Trust.

**Motion:** Usha Shivaswamy made a motion seconded by Mary Johnson Robey to approve the above recommendations of the Investment Committee.

- Money from the Ball fund designated for the roof repair has not been moved yet. This will be done once account has been moved to Indiana Trust.
- Usha will be gone from October 29, 2015 until January 27, 2016.

3. Minister's Report, Seth Carrier-Ladd

Seth reviewed highlights from his monthly report.

- He is now back full time.
- The new mission and vision integration is going well and will continue.
- Margie Wallingford has been hired as the Membership Coordinator.
- The computer, keyboard, and mouse have been upgraded in the staff office.
- Adult RE classes and the coming of age program for middle school have started.

**Old Business**

1. Discussion of the updates to the Policy & Procedure Manual was tabled
2. Discussion of the Nominating Committee was tabled. Nancy Behforouz will send the new directory to Board members. Suggestions of people to serve on committees should be sent to Nancy.

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**New Business**

1. Recognition of OUTreach as an auxiliary organization of the church as stated in the By-Lays, Article IV. See above.
2. Creation of Task Force to look into possibility of going to two services on Sunday. Seth Carrier-Ladd will recruit members for this group.
3. Adult RE, Hospitality, and Fund Raising Committees  
Adult RE and Fund Raising discussion tabled.

The Hospitality Committee will be reorganized to use a team approach (6). Each Board member is to recruit a person to be a team captain. Seth Carrier-Ladd will write a job description. Seth will meet with the team captains to organize.

4. Congregational Meeting (Voting List, Presentation of last year's budget, announcements in print and from pulpit) tabled
5. Long Range Plan – tabled.

**Check out and adjournment**

The next Board meeting is scheduled for October 21, 2015, 7:00 pm. The Congregational meeting is scheduled for October 18, 2015, 12:15 pm.

The meeting adjourned at 9:47 pm.

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