

Minutes of the Board of Trustees
Unitarian Universalist Church of Muncie
November 18, 2015

Attendance:

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

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. Four members of the Board were present which represented a quorum.

The minutes of the October 21, 2015, Board meeting were approved as amended. The agenda was approved as presented.

Reports:

1. President's Report, Sherry Ware

- The Bazaar made over \$13K; final activities are ongoing and it is expected to net ~\$15K after expenses.
- The solar panels will be turned on November 19; inspections have been completed; a new meter will be installed.
- There has been some damage to the lower roof; Exterior Pro will repair; the warranty will not be in effect until complete.
- The Morrison Rd sign blew over; the Property Maintenance Committee will repair.
- Mutual Bank would not allow Christie access to the account; the bank is claiming the Board must grant her access; this will wait until Usha Shivaswamy is back.
- Finding volunteers for the Landscape Task Force and Internal Finance Review Committee is in process.

2. Vice President's Report, Susan Bossung

- The Program Council did not meet because of the Bazaar.
- The Hospitality Team has gone to five teams; four members are needed per team per Sunday.
- The Stewardship Committee is up and going.

Motion: Susan Bossung made a motion seconded by Mary Johnson Robey to change the Hospitality Team from a standing committee to a special long-term committee. The motion passed unanimously.

3. Treasurer's Report, Holly Hanauer, Acting Treasurer & Mary Johnson Robey

- Income & Expense/Balance Sheet Previous Year Comparison – copies are available from Christie Williams.
- Swift & Associates/Statements & Compilation Report – paper copies were available; electronic copies will be requested for the future.
- TD Ameritrade, Mary Robey
Signatures are needed; forms will be faxed.

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- Seth Carrier-Ladd will obtain receipts and attendance information for the Pokagon Retreat for the December Board meeting.

4. 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.

Motion: Mary Johnson Robey made a motion seconded by Susan Bossung to create a building use policy to accommodate expanded programming activities on Sunday mornings; as such all church building space is reserved for Sunday worship or programming activities from 7:00 am to noon on all Sundays. Programming activities do not include committee meetings. The motion passed unanimously.

Motion: Holly Hanauer made a motion seconded by Mary Johnson Robey to accept the changes to the job description of the Choir Director as presented. The motion passed unanimously.

Motion: Holly Hanauer made a motion seconded by Mary Johnson Robey to accept the changes to the job description of the Director of Music as amended to require membership in the Unitarian Universalist Musicians Network. The motion passed unanimously.

Old Business

1. Committees

Hospitality – see above motion.

Fund Raising – a silent service auction and dining for dollars need to be organized.

Membership (formerly Welcome Team) – currently there is no chair or members.

Nominating – no report while Nancy is out of town;

NOTE: Mary txted Nancy after the Board meeting; Nancy responded that no one has accepted the chair of the Fund Raising Committee as of yet. The Nominating Committee will meet December 13 to review status.

2. Review Seth's Proposed Contract Changes

Motion: Holly Hanauer made a motion seconded by Mary Johnson Robey to accept changes to the ministerial agreement with Seth Carrier-Ladd as revised. The motion passed unanimously.

3. 2016-2017 Budget

Proposed ministerial costs are due to the Finance Committee before January 15, 2016.

The Board will hold a separate executive session prior to then.

4. Policy & Procedure Manual – postponed until the December Board meeting.

5. Board Retreat Goals – Bring your prioritized list to the December Board meeting; send to Sherry prior.

6. Pokagon – see above.

7. Artwork for Mission & Vision will be added to the December Board meeting agenda.

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New Business

1. Membership list review (before May Congregational Meeting)
Sherry Ware and Mary Johnson Robey will meet with Christie Williams and a representative of the Stewardship Committee to review.
2. Long-range Plan – postponed until December Board meeting.

Check out and adjournment

The next Board meeting is scheduled for December 16, 2015, 6:30 pm.

The meeting adjourned at 9:05 pm.

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