

Minutes of the Board of Trustees
Unitarian Universalist Church of Muncie
February 17, 2016

Attendance:

- ❖ Board: Nancy Behforouz, Susan Bossung, Holly Hanauer, Mary Johnson Robey, Usha Shivaswamy, 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. The entire Board was present which represented a quorum.

The minutes of the January 20, 2016, Board meeting were approved as corrected.

The agenda was passed as amended.

Reports:

1. President's Report, Sherry Ware
 - A Bazaar steering committee has been formed with Sherry Ware, Annemarie Voss, and Bonnie Willy. The group will seek two more people to help them.
 - Sherry encouraged members of the Board to attend GA this summer.
 - The long range plan has been tabled until the Two Services Task Force reports.
2. Past President's Report, Nancy Behforouz
 - The Nominating Committee reports no one has agreed to run for Board President yet; Sharon Seager has been asked to run for Secretary.
 - The committee is contacting committees to find who is on, who will continue, and names of potential new people.
3. Vice President's Report, Susan Bossung
 - The Program Council met last week; each committee responded with a report.
 - The Adult RE Committee was in attendance and has met.
4. Treasurer's Report, Usha Shivaswamy
 - Reports were sent via email.
 - There was a significant increase in income due to pledges and an increase in the Templar fund income.
 - TD Ameritrade funds have been sold and transferred to Indiana Trust.
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 Perimeter Design Task Force consisting of Meg Calkins and Pam Harwood have been developing ideas about making the Morrison side of the church property more inviting to the community, signage, the flag pole, etc.
 - Seth met with the new Fundraising Committee. Judy Lowe has agreed to work on the Service Auction scheduled for May 1, 2016. It will be advertised after the stewardship campaign is completed. The rest of the committee consists of Margaret Reeder, Kristin Owens, Beth Gonser, and Suzanne Gee.

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- The Two Services Task Force will provide an update at the May Congregational meeting and a plan to report at the October Congregational meeting if the response to the idea is yes.
- The Worship Associates feel the service greeting time is no longer needed and has thus been dropped from the service.

Motion: Nancy Behforouz made a motion seconded by Usha Shivaswamy to go into executive session to discuss member issues.

The Board meeting continued with unfinished business once out of executive session.

Unfinished Business

1. Future of Pokagon

The Board passed the following motion by email vote on January 28, 2016:

Motion:

Mary Johnson Robey made the following motion which was seconded by Holly Hanauer to revise the motion concerning the Pokagon retreat passed at the Board meeting, January 20, 2016, to withdraw church financial support for unbudgeted expenses for the fall Pokagon retreat due to continued financial losses.

Sherry Ware reported a meeting on February 7, 2016, was held with a good response from those interested in the retreat.

Motion: Holly Hanauer made a motion seconded by Mary Johnson Robey to create a short term special committee to determine how to sustain the Pokagon fall retreat. The motion passed unanimously.

Motion: Mary Johnson Robey made a motion seconded by Nancy Behforouz to nominate Eleanor Johnson, Jan Mundell, Linda Hanson, Travis Drown, and Eleanor Trawick to the above committee and to have the committee elect their own chair. The motion passed unanimously.

Mary Johnson Robey volunteered to contact the above people to see if they will agree to serve on the committee.

2. Policy & Procedure Manual, Holly Hanauer, Mary Johnson Robey

Motion: Mary Johnson Robey made a motion seconded by Usha Shivaswamy to accept the current Policy & Procedure Manual as presented by Holly Hanauer. This version will be posted to the church website. The motion passed unanimously.

Revisions are still needed. Seth Carrier-Ladd, Holly Hanauer, Sherry Ware, and Nancy Behforouz will meet in the near future to discuss. A special Board meeting will need to be held to review the manual and organizational flow chart in a few months.

3. Mission & Vision – call for artwork, tabled.

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4. Committees:
Fundraising – see above under Minister’s report.
Membership – Nancy Behforouz and Seth Carrier-Ladd will work on a description of this committee. This committee will be the first item on the March agenda.
5. Freezer Policy
It is the consensus of the Board to move forward with the purchase as proposed.

New Business

1. Two Services Task Force
Motion: Holly Hanauer made a motion seconded by Nancy Behforouz to authorize \$250 out of this year’s fiscal budget for expenses for the Two Services Task Force. The motion passed unanimously.
2. Child Care Coordinator Position
Motion: Usha Shivaswamy made a motion seconded by Nancy Behforouz to create a child care coordinator position to be paid \$8.75/hr and to work a minimum of 4 hours per week as described in the job description. The motion passed unanimously.
3. Revisions to DRE, CYP positions, tabled.
4. Church Sexton
The Property Maintenance Committee recommends the addition of a church sexton at \$3000/year (4 hrs once a month at \$15/hr.) The Board requests a job description by February 26, 2016, for the Board to vote on by February 29, 2016, for potential inclusion in the budget proposal.

Check out and adjournment

The next Board meeting is scheduled for March 16, 2016, 6:30 pm.

The meeting adjourned at 9:18 pm.

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