

UUCM Board meeting February 15, 2017

Attendance: Board: President Holly Hanauer, Past President Sherry Ware, Vice President Susan Bossung, President-Elect Jerry McKean, Secretary Sharon Seager, Treasurer Usha Shivaswamy, Youth Representative Anna Dillinger, Rev. Seth Carrier-Ladd, minister.

The regularly-scheduled monthly meeting of the Board of Trustees of the Unitarian Universalist Church of Muncie began at 6:40 p.m. with a chalice lighting, opening words, and a check-in. Members of the Board and the minister read the Covenant.

Minutes of the January 18, 2017 meeting were approved as revised.

The agenda was approved as distributed.

Rev. Seth Carrier-Ladd reminded the Board, with respect to actions authorized in Board meetings, that a designated person should take responsibility for notifying people of actions that will affect them.

Carrier-Ladd thanked the Board for its salary recommendation for 2017-2018, which was sent to the Finance Committee. (see UUCM Board minutes, Jan. 18, 2017)

Reports

President Holly Hanauer reported that at the last meeting of the Finance Committee, a recommendation was made that a second checking account be opened to hold the Restricted and Designated Funds (such as OUTreach, piano maintenance, Pokagon, etc). The intention was to make more clear the total available for general operations, and safeguard the restricted funds. However, two former treasurers, Jim Vincent and Linda Gregory, expressed concern that a separate checking account would complicate the work of a bookkeeper, treasurer, and accountant. Consequently, Hanauer decided that more discussions with the treasurer, office administrator, bookkeeper and accountant were necessary before bringing this recommendation to the Board.

Hanauer noted that the By-Laws need to be reviewed this year. She has consulted with Mary Robey about the process, and Lynn Hale has agreed to assist. Articles IX and X (church officers, Board, and Trustees) have not been reviewed in recent years, and policies on absentee ballots and executive sessions should be reviewed.

The Two-Services Task Force will soon be making their recommendation to the Board. The Board will need to decide what percentage is required to approve the recommendation.

Past President Sherry Ware is working to find suitable nominees to fill various positions. She noted that some structural changes might be made in duties and responsibilities affecting some officers and committees.

Treasurer Usha Shivaswamy presented her financial report in two documents: Income & Expense, July 1, 2016 through February 12, 2017. The checking account balance is \$82,012. Several operating expenses (Unigram Bulletins, internet costs, grounds, water and sewage) are increasing and are currently over budget.

The Balance Sheet, Previous Year comparison, as of Feb. 12, 2017 shows a substantial increase over the previous year's figure.

Youth Representative Anna Dillinger reported that members of the youth group are currently focused on planning a forthcoming Sunday worship service. They are also interviewing various groups of older church members, asking about their attitudes and opinions regarding church growth. The group is planning to undertake a Mission project of some sort, and will soon begin fundraising for that.

Minister Seth Carrier-Ladd reported that Sunday worship services are going well, despite occasional technology glitches. He has been livestreaming sermons and making them available on the church website.

Carrier-Ladd led Board members in a short discussion of the ideas presented in an article about two different conversational styles (one goal-oriented, and one intimate connecting), and how different expectations about these styles can lead to criticism and misunderstanding.

Rev. Seth briefly described the working schedule he anticipates for the remaining months in 2017.

Regarding the Finance Committee's current work to prepare the next year's budget, Carrier-Ladd noted that the UUA recommends that pension contributions for all staff members reach 10%. This church budget has been increasing the pension contributions in recent years, but needs to go 1% higher, to reach the 10% figure.

Motions

Sherry Ware moved, and Jerry McKean seconded, to recommend that the Finance Committee increase the pension contribution for all staff members to reach the 10% figure recommended by the UUA. The motion passed unanimously.

Holly Hanauer will convey this recommendation to the Finance Committee.

Last year's Property Maintenance Committee recommended that money be appropriated in the budget (\$3000 to \$5000) to employ a sexton. This was not done.

Usha Shivaswamy made a motion, seconded by Jerry McKean, to again request a line item appropriation for employing a sexton. The motion passed unanimously.

Holly Hanauer will convey these requests to the Finance Committee.

New Business

Carrier-Ladd has been working to develop a new Facebook Policy. He distributed a copy of the proposed policy. There was short discussion about it, and some revisions were suggested.

Motion

Susan Bossung moved, and Usha Shivaswamy seconded, a **Motion** to adopt the proposed Facebook Policy, as revised.

Carrier-Ladd will send a copy of this to the Office Administrator. He and Jerry McKean will post policy guidelines on the Facebook website.

Carrier-Ladd also distributed a new statement about the UUCM Publicity Process. This is intended to clarify and improve the quality of communications about church events and programs. Copies of this Publicity Process will be available on the church website (see: Members/Forms & Information).

The Board, in a previous meeting, decided to employ Joel Tishken as an intern minister, providing ministerial services to the congregation from August 15, 2017 until June 15, 2017. (see UUCM Board minutes, Nov. 16, 2016)

Rev. Seth Carrier-Ladd will be Tishkin's Minister/ Supervisor.

Motion

Sherry Ware moved, and Usha Shivaswamy seconded, to create a special Internship Committee, as required by UUA guidelines on internships.

The motion carried unanimously.

Kirk Robey and Sharon Seager have agreed to serve, along with others not yet named. The committee will meet regularly with the intern, providing guidance, support and feedback, and will assist in doing evaluations for the UUA. Carrier-Ladd is working to raise money for reimbursing the intern, for finding him a place to work, and providing him with a laptop computer.

Carrier-Ladd distributed to the Board copies of the "Ministerial Internship Agreement," which provides details of the internship.

Carrier-Ladd reported that Jim Helton will continue to serve as UUCM's Music Director during the coming year, but will no longer be able to do the additional work of Choir Director. Helton and Carrier-Ladd will advertise/post the open position of Choir Director to applicants trained in choral conducting. An interview committee will be formed, consisting of Helton, Carrier-Ladd, a member of the choir, and a Board member. Members of the choir were recently informed of this change, and expressed both sadness and great appreciation to Helton for the wonderful work he has done as Choir Director.

Nadine Tringali, director of Religious Education, expressed her thanks to the Board for authorizing the purchase of a new computer, which will greatly assist her in her RE work.

Jerry McKean reported that he met with the primary organizers of the Pokagon retreat, and told them that a debt of approximately \$600 is owed to the church.

There was a short discussion about the need for Long-range planning, and ways to get this underway. The Board might initiate this process by putting together the broad outlines of a plan—anticipated growth, perhaps two services, a capital campaign, additional staffing and program needs, etc. The Grounds Vision Task Force will present its conclusions. The previous long-range plan should be examined: what was accomplished, what is still undone.

Carrier-Ladd reported that five new members joined the church at the recent signing ceremony. The Membership Committee has subscribed to the first level of the Dallas UU Faith Forward series, which focuses on integrating newcomers (“inquirers”) into the church.

The New Piano Dedication will be March 5, 2017.

Special meeting: The UUCM Board will hold a special meeting on Wednesday, March 8, at 4:00 pm.

Motion

Usha Shivaswamy moved and it was seconded, to authorize the purchase of 10 copies of 3 books about church growth.

Members of the congregation will be encouraged to read these books as a way of educating themselves about the proposal that will be presented to the congregation from the Two-Services Task Force. The Task Force is currently holding educational sessions with various groups within the church.

The meeting adjourned at 9:03 pm.

Respectfully submitted by Sharon Seager, Secretary.