

**Unitarian Universalist Church Of Muncie**  
**Minutes of the Board Of Trustees Meeting**  
**Wednesday, December 11, 2019**

Meeting called to order at 6:30 PM

In Attendance:

Board: Caroline Sullivan – President – Present  
Emily Wornell – President-Elect – Present  
John Bartlett – Vice-President - Present  
Jennifer Hollems – Treasurer – Present  
Mary Johnson Robey – Past President – Present  
Brandon Mundell – Secretary – Present  
Seth Carrier-Ladd – Minister – Present

Guests: Mike Sullivan

**Motion to approve the December 11 Agenda**

Moved – Caroline

Second – Mary

Discussion –

Vote Yes – 5

No – 0

Abstain – 0

**Motion Passed**

**Motion to approve the November 13 Minutes**

Moved – Mary

Second – John

Discussion –

Vote Yes – 3

No – 0

Abstain – 2

**Motion Passed**

Reports

President – See Attached Report

Ron Burton & Bruce Craig Have Prepared a very Detailed Plan for property maintenance.

January 8, Janay Sanders is available to meet at 5:30. We will schedule this

Vice President – See Attached Report

President Elect – See Attached Report

Past President – See Attached Report

Treasurer – See Attached Report

Minister – See Attached Report

### Unfinished Business

Introduction – Reconciliation Continued

What are the options for filling the position of minister in our congregation following the departure of our current settled minister?

Sections about negotiated resignation, about compensation,

Is there an option for only full time or are there part time interim ministers available from the UUA

The UUA is very short of interim minister supply at this time.

Do we want a UUA affiliated interim?

January 22 for a special board meeting to discuss possibilities

Caroline and Emily as well as any other board members will attend the January 21 Staff Meeting to understand the position of the staff regarding possibilities for filling the role of the minister following the departure of our current settled minister.

Introduction – Boiler Status

Part of the heating system is currently not in operation. What is the timeline for the repair? The current solution of space heaters is not adequate in the colder days and operation of the space heaters is not economical.

Caroline will consult with Bruce Craig regarding the heating system.

## Introduction – Clarification of Rev. Seth’s Role

The board and its members should support the decisions made by the Board of Trustees, even if they did not agree with or vote in favor of the discussion.

## Christmas Caroling – Is this Pastoral Care?

The Board Members have agreed to clarify that the Christmas Caroling event is to be considered to be an aspect of Pastoral Care and that Rev. Seth is welcome to participate in this activity as he may see fit.

## Martin Luther King Day of Service – Rev. Seth typically attends this activity.

Motion to define the Martin Luther King Day of Service event as Pastoral Care and welcome Rev. Seth to participate in this activity as he may see fit.

Moved – Mary

Second – Jennifer

Discussion – Board members expressed stances regarding this activity and the definition with respect to the roles defined by the board

Vote Yes – 2

No – 2

Abstain – 2

**Motion Did Not Pass**

Motion to make an exception in the Board of Trustees policy regarding the role of the minister for the Martin Luther King Day of Service event to welcome Rev. Seth and his family to participate in this activity as they may see fit.

Moved – John

Second – Mary

Discussion –

Vote Yes – 3

No – 2

Abstain – 1

**Motion Passed**

## Teacher Appreciation Luncheon

The Board Members have agreed to clarify that the Teacher Appreciation Luncheon event is to be considered to be an aspect of Administration and that Rev. Seth is welcome to participate in this activity as he may see fit.

## New Business

No New Business

## Board Action Assignments

Opening & Closing Readings for January meeting – Jennifer, Opening – Emily, Closing Appreciation Activity – Janay

Caroline will schedule Janay Sanders for January 8 at 5:30

Caroline will schedule and advertise for a January 22 special board meeting to discuss possibilities for filling the role of the minister following the departure of our current settled minister.

Caroline and Emily as well as any other board members will attend the January 21 Staff Meeting to understand the position of the staff regarding possibilities for filling the role of the minister following the departure of our current settled minister.

Caroline will consult with Bruce Craig regarding the heating system.

## Visitor Questions –

Mike Sullivan requests that the Board of Trustees address two items of congregational concern. One is bylaw change examine the bylaws Section 5 of article 13 regarding the Settled minister be fellowshipped with the UUA. This is in conflict with earlier articles in the bylaws. Second, the selection of ministers through the UUA has not been stellar over the past 30 years

Suggestion that a nepotism clause be addressed in the policies of the church.

See the letter submitted to the Secretary of the Board for clarity.

## Joys & Concerns

## Executive Session – Yes

**Meeting Adjourned – 8:40 PM**

Next Regular Meeting – January 8, 2020 – 6:30 PM

**President's Report**  
**December, 2019**

1. Wrote Splinters
2. Met with Seth for weekly meetings, alone and with the 'presidents'
3. Talking many times with Ron Burton. Ron is working with Bruce and although the parking lot is his passion, he sees the whole picture.
4. Met with Margaret Reeder (LRTF), and Jamie Butterbaugh, chair of CoM about the long-range planning task force and its goals.
5. Contacted Janay about further interaction with the board. Hope to clarify by board meeting
6. Contacted Jerry McKean about ARF dedicated offering. I had hoped to have a congregation wide donation of items ARF needed to go along with it, but it didn't work this year.
7. Contacted Keith Kron, have asked for a simple clarification of rules and regs for getting an interim minister with the additional question about NOT going with the UUA. I will have email printed for meeting.
8. Met with Julie Fritz to explain the problems of donating Erich's plaque to the church. I did check and there is a memorial on the memorial wall.
9. Working with Jim on caroling.
10. Met with Holly Hanauer (chair of stewardship) the Sunday before Thanksgiving.
11. Met with Stewardship committee 12/9.
12. Many conversations with Bruce Craig re: boiler and leak
13. Jennifer and I met with Seth 12/10 re: vacation time

**President Elect Report**  
**December, 2019**

- Presidents' meeting with Seth
- Coffee and discussion with members and friends of the church
- Feed My Hungry Sheep with congregants and community members on Thanksgiving
- Created doodle poll for supplemental board meeting (wasn't scheduled as not everyone filled it out)
- Fielded questions from congregants over email and in person

**Past President's Report  
December, 2019**

I attended Presidents' meetings.

Met with several congregants.

Working on final reports for the Bazaar.

## Vice President's Report December, 2019

In the past month:

Worked with Brandon on Harvest Feast (filled out the readers list, gave a family story, ran Sights & Sounds)

Performed update to website and cleaned up some broken links and did some basic housecleaning

Worked with Jane Myers to get a new coffee pot.

Hospitality – Ordered coffee. Working on a new Sunday manual for hospitality to update several old versions running around.

Created Xmas Eve event on Facebook. I am also scheduled to do Sights & Sounds for the service.

### Program Council

- Fellowship – Jean Filson
  - Harvest Feast – decorate on Friday evening, 64 signed up as of now
  - Tree decorating – December 8<sup>th</sup>
  - Xmas Eve
- Finance – Lynn Sousa
  - Taking off November & December
- Fundraising – Lisa Cox (Bazaar)
  - Total income for 2019 is \$15,112
- Membership – Kirk Robey
  - Committee finally has a solid group of committee members.
  - They will begin meeting (in-person and virtually) in January to plan out strategies for enhancing new member welcoming and old member retention for the next church year.
- Property Maintenance – Bruce Craig
  - Boiler power connections rewired for individual shutdown
  - One boiler line leak found in sanctuary – two other areas possibly leaking (office boiler)
  - Installed new light in multipurpose room
  - Church workday moved inside due to rain
  - Xmas trees will be selected
  - Water fountain fixed
  - Working with Ron Burton to develop long term capital budget plan for the Board
- Religious Education – Elsbeth Fritz
  - OWL continues for 2 age groups, K-2 starts in February
  - Immersive learning program Nov 23 – Denise and Nicole presenting about OWL
  - Practice Fire Drill – Nov 24<sup>th</sup>
  - Youth Sunday
  - 2 social actions – Xmas Cards & Art
  - Santa Lucia (Iris Chalk)



- Social Justice – Jerry McKean
  - Met week later than Monday because of weather
  - Movie nights nailed down (Thursday night at the movies) – CAFOs, Moms Demand Action,
  - Designated offering for December – ARF, volunteering as a group (looking for dates)
  - Unigram article about ARF
  - Tree planting project (Arbor Day project?)
  - Designated offerings upcoming (OUTReach-January)
- Stewardship – Holly Hanauer
  - Continue to prepare for the pledge drive.
  - The Board has given priorities for the increased pledge goal amount.
  - Speakers are being recruited and other details are being planned for the two February stewardship services.
  - Publicity appears regularly in church media, and an informative letter will be mailed to all members and friends in January.

**Treasurer's Report**  
**December, 2019**

***Current Year – FY 2019-20***

So far this year, we have received \$107,370 in pledges and gifts (including \$1,448 in loose offerings) vs. \$111,897 last year at this time (loose offerings +\$233). I am following up with Christie to make sure we are still on track to hit our budget number. (Income and Expense v Prior Year)

Our Bazaar raised \$15,565 vs. \$14,882 last year! Great work. A detailed report is included.

We earned \$515 in interest and dividends vs. \$358 last year, although Templar fund income is down. This could be due to timing.

Building use income is up from \$495 last year to \$225 this year.

Expenses are in line with expectations. Some expenses such as RE, are below budget, and some, like custodians, are above due to timing. Worship Associates are above last year due to their repair/replacement of microphone parts. Child care and nursery expenses are up, which means we have more kids needing more care!

Property maintenance expenses are above last year (\$24,981 vs \$21,370 last year) due to higher expense in repairs and upkeep (\$4,441 v. \$1871 last year) . This bucket includes expenses for carpet cleaning (which we do every year) along with some AC repair and light repair in the parking lot. The Property Maintenance budget isn't the same every month, so this isn't necessarily a bad sign. (Transaction Detail by Account).

Our checking account balance is \$21,754 v.\$6,885 last year. (Balance Sheet)

# **Minister's Report to UUCM Board of Trustees**

December, 2019

*Rev. Seth Carrier-Ladd*

## Worship:

- everything going well; Youth Sunday on Sunday, November 17<sup>th</sup> was a huge success
- upcoming this Sunday is Santa Lucia (the 15<sup>th</sup>); as well as our annual Christmas Eve service on Tuesday the 24<sup>th</sup> at 7pm

## Pastoral Care:

- continue to meet w/folks and make visits; Pastoral Associates continue to be engaged
- Gary Eller (stroke) is home and doing \*much\* better; Bill Frederick's surgery was successful and he is also doing very well

## Administration:

- December Unigram published
- led weekly staff meetings
- met with Caroline weekly in President-Minister meeting, as well as Presidents meeting with Emily and Mary

## UUA:

- mentor conversation with Preliminary Fellowship mentee
- second minister in Preliminary Fellowship asked if I would serve as their mentor and I have agreed; we had our first conversation

## Community Minister's Report December, 2019

*Note: I couldn't accomplish much in November besides beginning to heal. I am grateful for the latitude my position offers for me to mostly take the month off, although I did get a few things done! I'm also very aware that my mind isn't functioning at peak yet, so there may be some errors that slipped into this.*

### PASTORAL COMMUNITY MINISTRY

I met with my spiritual directee toward the end of the month.

- I continued an on-going conversation (by phone) with a community member regarding family issues.

### Other COMMUNITY MINISTRY

- I was not able to get a *StarPress* column written for the month of November. That wasn't a problem from the editor's point of view.
- I *had* been making good progress on *Religion in America*. My broken leg has, unfortunately, stopped me in my tracks as far as getting any writing done. It's not clear to me when I will be able to get back to it. I simply do not have the energy nor the passion to do it yet. Fortunately, the editor I'm working with is the same one with whom I worked on the previous edition, and further is a quite generous-hearted soul. She assures me that my deadline can be extended if necessary.

### UUCM MINISTRY: PASTORAL CARE

- The Pastoral Associates continue to seek new Pastoral Associates, with an emphasis on diversifying the demographics of the group
- As I could, I've kept up with pastoral care needs in the congregation via phone, text and email and have been able to make some good contacts that way.
- We cancelled the November Pastoral Associates meeting.

### UUCM MINISTRY: OTHER

- I couldn't facilitate Joys and Sorrows in November but will be doing so in December.
- My November Unigram column, "To Pay Exquisite Attention," honored National Hospice month.