

**Unitarian Universalist Church Of Muncie
Minutes of the Board Of Trustees Meeting**

Wednesday, January 9, 2019

Meeting called to order at 6:35 PM

In Attendance:

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

Guests: Lisa Cox

Motion to approve the January 9 Agenda as amended

Moved - John

Second - Jerry

Proposed Amendments - Table Designated Funds Policy

Add Ministerial Review & Committee On Ministries

Add Sanctuary Congregation

Discussion -

Vote Yes - 5

No - 0

Abstain - 0

Motion Passed

Motion to approve the December 14 Minutes as proposed

Moved - John

Second - Jennifer

Discussion -

Vote Yes - 3

No - 0

Abstain - 1

Motion Passed

Reports

President - See Attached Report

Documentary "The Reluctant Radical" - Wayne Meyer has purchased a personal copy and believes that there is information relevant to issues interesting to our congregation contained in it. He would like to volunteer to host a screening of the film in the late spring/early summer.

Vice President - See Attached Report

Website is definitely fixed

President Elect - See Attached Report

Past President - See Attached Report

Treasurer - See Attached Report

Pledges & Gifts remain down compared to the previous year. Concern because many of our income sources are down. (Trend includes dedicated offerings for reference)

President inquires as to what action to take at this point in time?

Send reminder to the congregation in late January or early February reminding them to continue to give generously to fulfill their pledge commitments. (Time this to not conflict with the message communicated in recently transmitted pledge statements or the upcoming stewardship events)

Minister -

Worship - Past good... Future includes Iris Chalk in the pulpit next week
27th of January is the final Sunday before the sabbatical.

Pastoral Associates dedication this past Sunday

Pronoun stickers will be available for nametag use. (In solidarity with LGBTQ identities)

During the Sabbatical period, the President of the congregation will be the only point of contact for the minister.

Brené Brown workshop is scheduled and confirmed. The program will include a Friday evening session and a Saturday all day session. Attendance at both comprises the complete workshop (no duplication)

Unfinished Business

Introduction - Feedback Policies & Procedures Status

Jennifer Hollems has input the feedback information into a spreadsheet.

There is a concern that there is no action being taken on some of the feedback, both positive & negative. The committee will address this.

Remains on Old Business

Introduction - Child Safety Policy Review Status

A meeting will be convened on January 15th.

Remains on Old Business

Introduction- Building Safety/Security Status

The Past President will look at recruiting (4) members

2 Elected by the congregation

2 Appointed by the Board of Trustees

(Per the Policies & Procedures Manual)

Complete this during the May Congregational Meeting

Remains on Old Business

Introduction - Long Range Planning

Board members are encouraged to review the material for the next meeting

Remains on Old Business

Introduction - Stewardship Committee

Remains on Old Business

Introduction - Sabbatical

Sabbatical Event Committee

Met in Late November

Events scheduled in each month

Sabbatical Minister Status

email will be joel@uuchurchmuncie.org

Introduction - Disruptive Behavior Policy Discussion

Table for next meeting

Mary Johnson Robey will draw up a mission for the proposed task force and present it at the February meeting

Remains On Old Business

New Business

Introduction - Housing Allowance, Sabbatical Minister

For tax purposes, a portion of the salary for a minister may be requested by the minister to be a housing allowance. Joel has made this request and seeks the Board of Trustees approval

Motion to approve \$835 per month (\$3340) for the Sabbatical Minister as a housing allowance.

Moved - John

Second - Jerry

Discussion -

Vote Yes - 5

No - 0

Abstain - 0

Motion Passed

Introduction - We Believe Website for faith statements

Rev. Seth & Rev. Elizabeth are proposing the creation of a "We Believe" website for faith statements

Motion to approve acting as the fiscal agent for the "We Believe" website

Moved - Jerry

Second - Jennifer

Discussion -

Vote Yes - 5

No - 0

Abstain - 0

Motion Passed

Introduction - Committee on Ministries

Ministerial Review

Due to the timing of the sabbatical, the review must be postponed to the next board. The process of evaluation of the minister by the Board of Trustees must begin on July 1, 2019.

Board of Trustees
Committee On Ministries
Minister Self Review

Committee on Ministries

Appointed by the Board of Trustees and agreed upon by the minister

One immediate opening to be filled due to resignation

One ending this church year due to end of term

The committee will submit a list of potential candidates to the Board of Trustees

The Board of Trustees expects to approve this list for submission to the minister for his agreement. (Electronic approval by the Board of Trustees is acceptable and expected)

Introduction - Sanctuary Congregation

Caroline will forward this request to the Social Justice Committee

Board Action Assignments

Opening & Closing Readings for February meeting - Brandon Mundell

Jerry will follow up with the service auction committee to confirm their intent

All members are encouraged to review the Long Range Planning material

Mary Johnson Robey will Contact Stewardship to communicate that Jennifer Hollems is available to them regarding any information.

Mary Johnson Robey will draw up a mission for the proposed Disruptive Behavior Policy task force and present it at the February meeting

Caroline Sullivan will forward the request for Sanctuary Congregation status to the Social Justice Committee

Add Suggestion Session Information to the Agenda for the February Board of Trustees meeting.

Respond to each suggestion, if possible.

Old Assignments still pending:

Mary Johnson Robey will consult with the Development & Investment Committee regarding whether the nature of the investments in the church's portfolio is reasonably in line with our communities values.

Jerry & Jennifer will communicate additional information to the Feedback Committee regarding the concerns raised at the meeting of the Minister, Past President, President, President-Elect & Board of Trustees.

Visitor Questions

Lisa Cox is very concerned with the decline in attendance and corollary decrease in income streams. Also, she is hearing former affiliates of the congregation making decisions to permanently sever their ties due to the organization's lack of action on the issues facing the congregation.

Add Suggestion Session Information to the Agenda for the February Board of Trustees meeting.
Respond to each suggestion, if possible.

Joys & Concerns

Executive Session

Meeting Adjourned - 9:30PM

Next Meeting - February 13, 2019 - 6:30 PM

President's Report
January 9, 2020

Stewardship Committee

I've been in contact with Stewardship this month and their calendar is attached.

Finance Committee

Met with the committee. Working with Jennifer on draft of designated funds policy. The committee meets next week and will review to make recommendation to Board.

I was asked to contact the Property Maintenance Committee about the state of the parking lot and how to improve it. I have been in contact with Bruce Craig who is working with Sam Harris to come up with recommendations including cost estimates. I asked Bruce to coordinate with the Long Range Planning Committee since this issue will impact their report.

CoM

Met with Linda McKean in regards to Ministerial Evaluation which we will discuss at the Board meeting and about needing more members on the committee. The committee will be forwarding their recommendations to us. We will need to agree on the list with Seth and then recruit a person to start now. They will also need people to replace those who are rotating off of the committee in June.

Sabbatical Minister Search Committee

Joel Tishken has accepted position of Sabbatical Minister. A background check has been run, details of benefits are being worked out. He will officially start February 1, 2019.

Splinters

Wrote article about sabbatical minister and events.

Continue regular weekly meetings with Seth and monthly meetings with Seth, Caroline, and Jerry.

President Elect Report
January 9, 2020

The Long Range task force has not met since the last board meeting. No other meetings to report.

Vice President's Report
January 9, 2019

- Performed updates to and maintenance on the website. There has been an issue with the Sermons page in that it keeps "unpublishing" itself. I have worked with the hosting company support to resolve the issue.
- Asked Eleanor Johnson about changing the "Visitor Check Request Box" label to something other than sounding like we are paying visitors to attend.
- Distributed an electronic copy of the safety book I acquired at the seminar I attended.
- Coordinated the Youth Safety Task Force to meet next Tuesday 1/15 at 6:00 in the Red Room
- Program Council did not meet due to the split meeting between the holidays (happened week before last Board meeting)
- Christmas Eve was pretty well attended. Fellowship is done with scheduled events until summer's ice cream social.
- Social Justice Committee has a new member as Katie Williams has joined.
- Stewardship is preparing for the big kickoff day on Feb 3.
- Hospitality continues to do well
- Sights & Sounds and RE classes have been doing well as well.

Past President's Report
January 9, 2019

My main activity in the past month was to chair a meeting of the Sabbatical Event Committee that established congregation activities and dates for the sabbatical period.

Treasurer's Report

January 9, 2019

Our pledges and gifts remain down vs. last year (\$151,751 vs. \$175,584 last year). We are down about \$24,000, of which \$14,000 last year was the Bridge the Gap income. Bazaar income is also down vs. last year (\$14,023 vs. \$18,493). (Income and Expense vs. Prior Year)

Pledges are at 55% of budget. Loose offerings are also below expected at \$1098 vs. \$2087 budgeted. (Income and Expense vs. Budget)

Our current income is a bit concerning because we are down on pledges, loose offerings, and fundraising. We may have to find a way to make up the difference because there is no extra in our budget at all. In addition, dedicated offerings are down (\$6,214 vs. \$7,178).

Indiana Trust transferred \$6,000 from the Ball Fund to the Checking Account for the sabbatical. This is not reflected yet on our financial statements because we don't have new quarterly information in from Q4 2018.

The RE, music, office, and property maintenance costs are all about the same as last year.

Denominational affairs is a lot lower due to our decision to pay less until our pledges go up.

Our checking account balance is \$19,414 vs. \$41,430 in 2018. (Balance Sheet)

Our Designated fund is much higher (\$75,916 vs. \$36,414 last year). This is because we deposited the Lilly Sabbatical grant and the Ball Fund \$6,000 into the Designated fund. (Balance Sheet)

Mary and I are presenting a proposal for designated fund management to the Finance committee this month. We will have a proposal for the board in February.

DECEMBER, 2018

COMMUNITY MINISTER'S REPORT

REVEREND JULIA CORBETT-HEMEYER

① PASTORAL COMMUNITY MINISTRY

- I continue to meet regularly with my spiritual directee.
- I stay in touch with the pastoral needs of the congregation.
- As requested, I facilitate Joys and Sorrows.

② Other COMMUNITY MINISTRY

- My *StarPress* column, "A Holiday Message of Hope and Courage," was a modification of my December *Unigram* column (see below).
<https://www.thestarpres.com/story/opinion/columnists/2018/12/12/julia-corbett-hemeyer-holiday-message-hope-and-courage/2274803002/>

③ UUCM MINISTRY: PASTORAL CARE

- The Pastoral Associates met 12/11 for their regularly-scheduled meeting. Our training module was on "which hat am I wearing?" The Pastoral Associates are friends with many in the congregation, and that means it is crucial that they be clear in their own minds if they're speaking with someone as a friend or as a PA, and that they clarify it for the other person as well.
- I've made hospital calls and had a seemingly unusual number of pastoral conversations.
- I read a prayer at the memorial service for Marilyn Vincent and officiated for the brief service for the placement of her ashes.

④ UUCM MINISTRY: OTHER

- My *Unigram* column for December was some suggestions for dealing with the difficult feelings that often arise for people over the holiday season. Judging from the comments I received, it struck a responsive chord for many people. Apparently, it has also been widely shared among nursing staff on one unit at the hospital.
- I participated as an ex-officio non-voting member of the committee that selected Joel Tishkin as our sabbatical replacement minister.

⑤ MINISTRY IN THE LARGER UU COMMUNITY

⑥ PROFESSIONAL DEVELOPMENT AND ACCOUNTABILITY

- I participated in the December Indy Clergy Cluster meeting.