

**Unitarian Universalist Church Of Muncie**  
**Minutes of the Board Of Trustees Meeting**  
**Wednesday, November 13, 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 – Absent  
Mary Johnson Robey – Past President – Present  
Brandon Mundell – Secretary – Present  
Seth Carrier-Ladd – Minister – Present

Guests: Ron Burton, Bea Sousa, Nan Barber, Holly Hannauer

**Motion to approve the November 13 Agenda**

Moved – Brandon

Second – Mary

Discussion –

Vote Yes – 5

No – 0

Abstain – 0

**Motion Passed**

**Motion to approve the October 9 minutes**

Moved – Emily

Second – John

Discussion –

Vote Yes – 4

No – 0

Abstain – 1

**Motion Passed**

Reports

President – See Attached Report

Vice President – See Attached Report

Coffee Pots – Get a quote and electronically vote.

President Elect – See Attached Report

Past President – See Attached Report

Treasurer – See Attached Report

Minister – See Attached Report

### Unfinished Business

Introduction – Reconciliation

Board work session to be scheduled

Introduction – Conflict of Interest

The Past President will convene the personnel policy committee, per the procedure manual and will include Conflict of Interest as part of the committee's scope of work.

Introduction – Stewardship

Cost of Living Increase for the Staff – Base this upon the US Social Security Guidelines

Consultant for the Congregation Reconciliation Process

Ministerial transition costs

### New Business

Introduction – Fritz Memorial Request

Motion to thank the Fritz family for their offer. However, the Board respectfully declines. The church offers the opportunity for memorials in the Cross Memorial Garden and encourages the use of that venue.

Moved – Mary

Second – Emily

Discussion –

Vote Yes – 5  
No – 0  
Abstain – 0

**Motion Passed**

Introduction – Paving Request (Presented by Ron Burton)

Is the condition potentially not welcoming to new visitors  
Places to park are not well defined  
Parking lot is not well maintained  
The appearance may make the church property appear as if the congregation is not financially sound  
Cost – Significant, but may be phased (Cap & Seal appx. \$2/sq. ft., New paving appx \$3/sq. ft.)  
Seal & Coating the Bradford Drive existing pavement  
Paving the East entrance lot  
Some capital commitments have been already casually discussed and committed  
Bradford lot 3600sq ft  
Estimate for the highest priority areas would be appx \$75,000.00

Ask Ron to get some quote and plan information and report back.

Board Action Assignments

Opening & Closing Readings for December meeting – Emily, Opening – Caroline, Closing  
Appreciation Activity – Jennifer

Caroline will keep in contact with Ron Burton regarding the parking lot quotes.

John will get a quote on the urns and we will vote electronically.

Emily will send out a doodle requesting available dates for a board work session

Mary will Chair and convene the personnel policy committee (per the procedure manual). Mary will suggest two individuals for the board to appoint to the committee and will ask the RE program to appoint their representative member. Broaden scope to include conflict of interest issues in between and among staff, committees, Board of Trustees and etc.

Visitor Questions

Joys & Concerns

Executive Session – Yes

**Meeting Adjourned – 9:45 PM**

Next Regular Meeting – December 11, 2019 – 6:30 PM

**President's Report**  
**November, 2019**

Monthly

Splinters from the board  
Meetings with Seth

Organized congregational town hall meeting for Nov 3<sup>rd</sup> (publicity etc etc)

--attempted categorizing comments from meeting

Contacted Katie Williams re: December dedicated offering and possible project (have not heard back from their November 14<sup>th</sup> meeting)

Contacted Emily about article for Unigram

Talked with Julie Fritz about memorial

Talked with Ron Burton about his plan for paving the parking lot

Contacted Keith Kron about interim/search info which I will forward to the board

Assorted emails, calls, and reading

The fun: lots of bazaar time

**President Elect Report**  
**November, 2019**

October 23: read through last year's long-range planning committee's notes and went to the first meeting for this year.

November 3: Attended the town hall session at church

I wrote a blurb about the town hall meeting for the unigram  
I organized, set up, and hosted the long-range planning committee meeting  
I've responded to emails from the congregation

**Vice President's Report  
November, 2019**

In the past month:

Worked on Bazaar – setup and teardown

Post Bazaar Rummage – setup and teardown

Helped organize the “retreat” after the Pokagon camp was closed

Participated in the forum with congregation members

Wrote Lynn Hale a response to her email concerning reconciliation

Hospitality – coffee pots are both not functioning. Need to purchase new pots.

- Program Council
  - Fellowship – Jean Filson (Kirk Robey)
    - Planning for Harvest Feast
    - Brandon doing the Emcee – old text
    - Green issues – bring own table service (plates & silver)
    - Turkey & non-alcoholic beverages provided by church (BYOA)
    - Child care provided for service periods
    - Tree decorating date – Dec 8?
    - Stewardship Lunch on Feb 16?
  - Finance – Lynn Sousa (Lisa Cox)
    - Budget adjustments
    - Not meeting in November
    - December send out budget requests
  - Fundraising – Lisa Cox (Bazaar)
    - Unigram coming out
    - Chairs assigned
    - Child Care (Nadine & Haley coordinating)
    - Setup
    - Guard in uniform
  - Membership – Kirk Robey
    - Adding a few members
    - Not meeting regularly yet
    - Volunteers to man the welcome desk
    - Looking to get more active after Bazaar
    - Committee will look at old committee actions, will prioritize them and come to Board with that list after first of the year
  - Property Maintenance – Bruce Craig
    - 10/26 work day
    - Lights in walkthrough
    - Boiler leak – need to find the location (will need about \$900)
  - Religious Education – Elsbeth Fritz

- OWL 4-6, 7-9
- Heiffer Intl vote to sponsor animals
- HS CON 18<sup>th</sup> & 19<sup>th</sup>
- Halloween parade 10/27
- Youth Sunday 11/17
- Social Justice – Jerry McKean
  - Jerry is chairing Social Justice now
  - Beginning in January – Thursday night at the movies
  - ARTF – clarifying mission
  - Looking for Spring project (Arbor Day tree planting)
  - Designated offerings planned through January
  - Asking for people to gather ideas of what we are interested in
    - OUTReach relationship being worked on
    - Tree planting
    - Gun violence sermon
    - Animal shelter
- Stewardship – Holly Hanauer
  - We continue to work on plans for the February pledge drive, including elements of two lay-led Sunday services, setting a financial goal, and working with the Board to establish spending priorities for additional funds.
  - We presented another installment of our educational word game on October 6, and plan for another one in November and one in December. Our goal with this game is awareness and understanding of the pledging process, along with a little fun.



**Treasurer's Report**  
**June, 2019**

***Current Year – FY 2019-20***

So far this year, we have received \$95,412 in pledges and gifts (including \$1,367 in loose offerings) vs. \$93,346 budgeted. (Income and Expense v Prior Year)

We are a little behind on dedicated offerings (\$2,627 vs. \$3,704). (Income and Expense v Prior Year)

Great news! The Bazaar brought in \$13,570 so far! And, Boston Bound made \$277, and t-shirt sales brought in an additional \$248. We have the rummage sale this weekend, and we have more money coming in from the silent auction.

Expenses are mostly in line with expectations. Worship Associates spent \$3,069 vs. \$1,370 budgeted, largely due to the microphone. Accounting services are slightly above budget, but that is because our biggest expenses are in the first quarter when our accountant wraps up the previous year. Repairs are above budget due to the AC and lighting repairs.

Our checking account balance is around \$30,000 v. \$12,221 last year, and our Designated Fund balance is \$31,776 v. \$75,146 last year. This is because money has been transferred from the Sabbatical Fund to cover sabbatical expenses, and money has been transferred to the investment account for the piano fund. Our investments are remaining steady. Christie is working on designated fund transfers.

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

The last month was spent on all things Bazaar and Rummage Sale.

The 122<sup>nd</sup> Bazaar in the Woods was held on November 2, 2019. It was co-chaired by Lisa Cox and Mary Johnson Robey. Sue Errington managed publicity assisted by Lisa Cox (Facebook) and Amy Shaw (Instagram). Setup was organized by John Bartlett; artisan (consignment) booths were recruited by Cindy Turner. Setup week was lead by the hard work of Bruce Craig, John Bartlett, John McKilip, Beth Gonser, and many, many others. Photos were taken by Gunther Cartwright; music organized by Ric Dwenger; finance managed by Jennifer Hollems. The post bazaar rummage sale was chaired by Jane Meyer and held Saturday, November 9, 2019, with the assistance of many people.

Bazaar church booths and chairs were:

1. Jewelry, Holly Hanauer, Maggie Bartlett
2. Collectibles, Linda McKean, Caroline Sullivan
3. Silent Auction, Bruce Craig
4. Tools, Sam Harris, Robert Guillaud
5. This & That, Ben Ewing, Denise Ewing, Eleanor Johnson
6. Holidays, Nancy Chamberlain
7. Gourmet foods, Judy Lowe, Jan Moore
8. Bizarre Books & Media, Michael Doyle, Jerry McKean, John Bartlett
9. UUCM Merchandise, Jennifer Hollems
10. Boston Bound, Nadine Trengali
11. Chalice Café, Kirk Robey
12. Encore, Linda Hanson, Annemarie Voss
13. Children's Corner, Adrienne Gruver, Melanie Hanser
14. Plants, Cheryl LeBlanc, Judy Craig
15. Quilt, Nan Barber

Artisan booths included

1. Elder Midwife History Gathering Project, Julie Fritz
2. Silver Jewelry, Janice Haynes
3. Chelle's Beader, Michelle Harrell
4. Harrell Custom Woodwork, Eriv Harrell
5. Bits & Bobs, Margaret Reeder
6. Pottery, Sharon Seager, Linda Morton, Sigi Koehler
7. Whim Wood, David Calvin
8. Greenmantle Arts & Crafts, Pat Kleeberg
9. Floating Woman Studio, Shonet Martin
10. Centriterra Natural, Lisa Abner
11. Cindy Norrick Turner Watercolors, Cindy Turner

The funds raised to date are:

Bazaar        \$14,022

Rummage Sale    \$1,090.78

Total         \$15,112.78

In addition, monies were raised at the Bazaar for:

Boston Bound        \$277

UUCM merchandise    \$248

Lisa Cox and I are working on summarizing the evaluations of church booth chairs, artisan booths, and visitors plus writing the annual report. Expenses are currently being tabulated. Jennifer Hollems will have final totals at the next Board meeting. Finally, a report with suggestions for next year's Bazaar and a summary of the steps for managing the finances will be prepared.

**Minister's Report**  
**November, 2019**

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

November, 2019

*Rev. Seth Carrier-Ladd*

- worship – everything going fine, Halloween Parade held Sunday, October 27th, All Souls Ceremony honoring those we have lost held on Sunday, November 3rd
- worship – upcoming this Sunday is Youth Sunday
- pastoral care – continue to meet w/folks and make visits; Pastoral Associates continue to be engaged
- administration – November Unigram published
- administration – led weekly staff meetings
- UUA – mentor conversation with Preliminary Fellowship mentee

**Community Minister's Report**  
**November, 2019**

**OCTOBER, 2019**

**COMMUNITY MINISTER'S REPORT**

**REVEREND JULIA CORBETT-HEMEYER**

① PASTORAL COMMUNITY MINISTRY

- I continue to meet regularly with my spiritual directee and with others in the community as requested.
- I spoke with one community member regarding family issues

② Other COMMUNITY MINISTRY

- In my October *StarPress* column "The Winds of Change," ran in the October 23<sup>rd</sup> edition. It echoed my last sermon on living with grace in the face of change and the uncertainty that comes with it.
- Sometimes "community ministry" can be defined very broadly. Someone contacted me about a Bazaar booth, and I connected them with Cindy Turner, who handles outside vendors :=)
- I had been making good progress on *Religion in America*. Many of Taylor & Francis (the publisher's) guidelines for manuscript have changed, so I've had to do a lot of reformatting on material I'm using from the previous edition. This isn't an enjoyable aspect of writing! 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.

③ 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 within the congregation via phone, text and email.

④ UUCM MINISTRY: OTHER

- I've facilitated Joys and Sorrows as requested.
- My October *Unigram* column, "Fitting in Isn't Belonging," contrasted those two ideas, which people tend to confuse or equate.

⑤ MINISTRY IN THE LARGER UU COMMUNITY

⑥ PROFESSIONAL DEVELOPMENT AND ACCOUNTABILITY

- I have met with Rev. Seth regularly and as requested.