

Unitarian Universalist Church Of Muncie
Minutes of the Board Of Trustees Meeting
Wednesday, January 13, 2021

Meeting called to order at 6:40 PM

In Attendance:

Board: Emily Wornell – President – Absent
Benjamin Strack – President-Elect – Present
John Bartlett – Vice-President – Present
Jennifer Hollems – Treasurer – Present
Caroline Sullivan – Past President – Present
Brandon Mundell – Secretary – Present
Barbara Coeyman – Interim Minister – Present

Guests:

Motion to approve the January 13 Agenda

Motion Approved By President-Elect

Motion to approve the December 13 Minutes

Motion Approved By President-Elect

Reports

Treasurer – See Attached Report

In addition, \$10,815 has been raised by the Fund-Raising Committee to date. This is surprising but excellent news.

Other savings in line items regarding the staff are likely as well, so more good news.

Minister – See Attached Report

Leadership Business

Introduction – Conversation With The Minister – Interim Assessment

The UUA Interim Assessment tool is the suggested method to be completed by two Board Members and Two Transition Team members and the general schedule is to be completed after 6 months of the Interim Ministry period. (Approximately February) This is not an assessment of the Interim Minister, but of the Interim Shared Ministry. The volunteers have been identified as Ben Strack, Caroline Sullivan, Ben Ewing and Jerry McKean.

Introduction – Conversation With The Minister – After-Pastor/Misconduct

Discussion about concepts from “In the Interim” Chapter “Congregations with a History Of Misconduct”

Introduction – Conversation With The Minister – Covenant

The experience of the small group sessions was beneficial. The process will continue.

Ongoing Business

Introduction – Personnel Policy Committee (Conflict of Interest)

Motion to approve the proposed Conflict of Interest to be updated to and included in the Personnel Policy Manual.

Moved – Caroline

Second – John

Discussion –

Vote Yes – 5

No – 0

Abstain – 0

Motion Passed

New Business

Introduction – Treasurer

There has been discussion with members of the Nominating Committee and the current Treasurer that the position of Treasurer may have grown beyond the capacity of one individual.

What are the responsibilities and are they all necessary?

The multiple meetings required (Board, Finance, Development & Investment)

A pretty constant flow of questions from congregation members? For clarification.

- Is this micromanagement by congregation members

The Board of Trustees recommends that the Nominating Committee continue to attempt to find a suitable candidate.

The Board of Trustees will work on attempting to understand and perhaps revise the responsibilities of the Treasurer position on the Board of Trustees.

Board Action Assignments

Next Meeting: Opening Words – Jennifer, Closing Words – Caroline

Visitor Questions –

Joys & Concerns - Include for internal reference, delete for public distribution

Executive Session –

Meeting Adjourned –8:35 PM

Next Regular Meeting – February 10, 2020 – 6:30 PM (Virtual)

Treasurer's Report
January 12, 2021

1) Current Financial situation

- We have \$38,095 in our checking account vs. \$39,757 last year. That's good news!

- Our pledges are coming in below budget right now (we have brought in 40.3 % of our pledges so far this year, but we are 53% of the way through the year). This appears to be timing - people prepaid during last year.

Loose offerings are coming in below budget. People just seem to give less when they aren't able to drop cash or a check in the basket. Loose offerings so far are \$229 vs \$2,600 expected for the year (8.8% of total). The same applies to Dedicated offerings that are \$2,319 vs. \$10,500 budgeted for the year (22.1%).

- Fundraising is below budget as expected. But, we have brought in \$1,976 so far through our various projects.

- Most of our expenses are coming in as expected or look low or high due to timing. Exceptions are:
- Sabbatical Expenses need to be moved - Cathy will do this as part of the Q2 wrap-up.
- Worship Associates Expenses, RE Expenses, and committee expenses are below budget, and this may hold true since we are not in person this year.

- Our actions to raise additional funds for the Caring fund seem to have paid off! It is now \$2,355 vs. \$1,263 last year at this time.

2) PPP Loan Forgiveness

- We are finally able to apply for loan forgiveness. I will work on it this weekend, then likely need help from Cathy and Christie.

3) PPP Round 2

- The latest stimulus bill does include the opportunity for PPP funding for businesses/non-profits as a second round. However, we will not likely qualify. You have to experience a 25% drop in revenue in one quarter of 2020, and we did not do that.

UU Church of Muncie
Board Meeting: January 12, 2021

Minister's Report

As my Board report for January, I will take a different approach from my usual reporting in on the Five Focus Points of Interim Ministry. I do so in part because our format for this month is different this month and also because events of the past week in our national Capitol, on top of on-going political and pandemic stress, have left me a bit short-changed on time.

Please accept the following as my report:

1. I am prepared to lead conversation during the meeting on the topic of "Misconduct" in congregations. I have distributed an electronic copy of the article, "Congregations with a History of Misconduct," by Rev. Deborah Pope-Lance. During the meeting I will introduce the topic and then invite conversation, reflection, questions, and more which have come up for you in this reading. This is a huge and sometimes challenging topic: we will go forward with this conversation as you are able to be on board.
2. May we also spend a few minutes on the topic of "Covenant:" to discuss the forum this past Sunday; and to discuss the use of this term.
3. Interim Assessment to the UUA: Please see attached, a copy of the assessment form which we are asked to complete periodically to report this transitioning ministry to the Transitions Office of the UUA. The first installment of this report is due roughly after the first six months of the ministry: I recommend that we aim for the end of February to submit. Note: this is not an evaluation of the minister. It is an evaluation (I prefer the word "assessment") of the shared ministry of the congregation. To that, the minister completes her/his/their review and lay leadership does the same. UUA recommend that we share reviews with each other before submission, not with the goal of uniformity of responses, instead open and transparent communication.

The method I suggest for lay leadership's portion is to involve two from the Transition Team and two from the BOT: I assure you, you don't wall all eleven of you working on this form to compose a report by large group. For here, the next step is discussion among BOT about my recommended method, and, if you agree, who will step up to complete? --
- TT members will be Jerry McKean and Ben Ewing.

4. Here are some items about my ministry:
 - a. As of January 10, I have led seventeen worship services for UUCM
 - b. I plan to use one week of study leave time, January 18 – 24. I will be working on my biography of Lydia Jenkins (first ordained Universalist woman), aiming to complete a final edit of my draft and submit proposal to Skinner House Publishers, of the UUA. In this week's ebals I will review the terms (shall I say,

the “covenant,” by which we ministers distinguish time off for study leave versus time off for vacation.

- c. On Wednesday January 27 I will undergo eye surgery: hopefully relatively uneventful removal of cataract in my left eye. I cannot predict when my vision will be clear enough to see computer screen and read, so I am planning on taking at least three “sick days,” Jan 27 -29. I will keep everyone posted about progress of recovery. Note also that both study leave and surgery will be in Lancaster PA, where I have established eye care as well as a support system of minister colleagues. For the first half of the week of Jan 24 I will serve UUCM remotely. (Note: supply preachers are scheduled for Jan 24 and 31).