

**Unitarian Universalist Church Of Muncie**  
**Draft Minutes of the Board Of Trustees Meeting**  
**Wednesday, February 9, 2022**

Meeting called to order at 7:15 PM

In Attendance:

Board: Benjamin Strack – President – Present  
Steve Chalk – President-Elect – Present  
Joe Kaplan – Vice-President – Present  
Lisa Cox – Treasurer – Present  
Emily Wornell – Past President – Not Present (Resigned)  
Brandon Mundell – Secretary – Present  
Barbara Coeyman – Interim Minister – Present

Guests:

**Consent approval of the February 9 Agenda.**

Add to Agenda – Lutheran Community Garden, December Boar Meeting Minutes Revision, Staff  
Member Resignation  
No Dissention  
**Motion Passed**

**Consent approval of the January 8 Minutes.**

No Dissention  
**Motion Passed**

Treasurer's Report

The treasurer's report was resubmitted to reflect an amendment to the Net Income. (Corrected report attached)

There are questions regarding an account at Old National Bank (The Minister's Discretionary Fund) and who are authorized signatories on the account.

Clarification discussion as to what in the Minister's Discretionary Fund and the Caring Fund

Leadership Council

No Meeting due to COVID issues

### Minister's Report & Discussion

The minister (head of staff) proposes returning the Job Description of the Youth Coordinator to the original one beginning fiscal year 2022-23. And, as a result of the change, add an additional 3 hours to the compensation.

The minister recommends the Board accept the request of the Director of Religious Education to retire effective April 2022.

**Motion to accept the recommendation to accept the request of the Director of Religious Education to retire effective April, 30 2022.**

Moved: Lisa

Second: Steve

Discussion –

Vote: Abstain –

No Dissent

**Motion Passed**

The minister recommends that the position of Director of Religious Education position be filled as a contract position of 19 hours per week for the two months remaining in the church fiscal year.

**Motion to accept the recommendation to fill the position of Director of Religious Education as a contract position of 19 hours per week at the current hourly rate for the position for the Months of May and June 2022.**

Moved: Joe

Second: Brandon

Discussion –

Vote: Abstain –

No Dissent

**Motion Passed**

### New Business

Introduction – Minister's Discretionary Fund

**Motion to place Rev. Barbara Coeyman (Minister) and Rev. Julia Corbet-Heymeyer (Community Minister) as signatories on the Old National Account #121461990 “Unitarian Universalist Church of Muncie” (Minister’s Discretionary Fund) and remove any and all other signatories on the account.**

Moved: Lisa

Second: Joe

Discussion –

Vote: Abstain –

No Dissent

**Motion Passed**

Introduction – Community Garden

Rev. Robert Abner has approached UUCM about the concept for a Community Garden to be located in space that his Lutheran Church has, but is looking for a partnership to get it started and/or staffed.

The President of the congregation will invite additional dialogue on this with Rev. Abner.

Introduction – COVID Status

The community is now one level lower on the COVID risk scale.

The minister is recommending in-person service resume on February 27.

The board and minister remain in mutual agreement on this matter.

Greeter scheduling: The board members will commit to provide one greeter per week and ask the new Membership Committee to provide one greeter per week as the congregation transitions to multi-platform worship.

Introduction – Search Status

The search committee for the Developmental Minister is settled. The members are Steve Chalk, Joe Kaplan, Denise Ewing & Holly Hannauer.

Introduction – Nominating Committee

With the absence of a chair for this committee due to the resignation of the Past President and no direction from the bylaws or institutional precedent, the Board agrees that the President shall appoint a chair to the position for the interim.

The Board will also appoint a member to the committee to fulfil the requirement set forth

#### Introduction – Personnel Committee

The minister strongly suggests that the UUCM create a Personnel Committee. The Board agrees with this and believes that the creation of this committee is the first step to the realization of this need.

**Motion to create an Ad Hoc committee to be called the Personnel Committee**

Moved: Joe

Second: Lisa

Discussion –

Vote: Abstain –

No Dissent

**Motion Passed**

#### Introduction – MidAmerica Assembly/GA Delegates

The Board will begin advertising the opportunity to the congregation beginning in March.

MidAmerica in April and General Assembly (In person – Portland, OR & Virtual) in June.

#### Introduction – December Minute Correction

**Motion to accept the revision to the December Meeting Minutes reflecting the late arrival of the Vice President to the Meeting, therefore addressing the discrepancy in vote totals.**

Moved: Joe

Second: Lisa

Discussion –

Vote: Abstain –

No Dissent

**Motion Passed**

## **Old Business**

Introduction – 1859 Forum Recreation

Bea Sousa remembers the creation of the program, as she was the President of the Board at that time. Steve will continue his discussions about this opportunity with additional groups to gauge interest.

Feedback From Process Observer(s)

Executive Session – No

Board Action Assignments

Next Meeting: Opening Words – Ben Strack, Closing Words – Ben Strack

Process Observer – Joe

**Meeting Adjourned – 9:25 PM**

Next Regular Meeting – March 9, 2022 – 7:00 PM (In-Person with Virtual Option)

## **Treasurer's Report:**

### *Northwest Bank Balances as of 2/8/22:*

Primary Checking Account Balance: \$60,420

Money Market Account Balance: \$7,734

Designated Fund Account Balance: \$14,765

### *Investment Accounts as of 2/8/22:*

Crossley: \$72,544 — (Building Projects)

Ball Fund: \$109,864 — (General Funds)

Templar: \$269,546

Askren: \$15,798— (RE)

1859 Account: \$81,937 — (Community Benefit)\*

Piano Fund: \$9,175 — (Piano Maintenance)

### Income and Expense for Fiscal Year

- Our pledges and gifts have brought in \$154,504; this is 91.5% of expected budget.
- Fund Raising total of \$ 6,702
- Our Gross Profit was \$173,111; 93.4% of expected budget.
- Total expenses were \$176,047. 93.3% of expected budget
- There is a net income of: \$ -3,476, with expected income of \$ -3,320

### Other Issues:

- Need motion to add Barbara and remove Seth from Old National Account for Minister's Discretionary Fund. Will need draft minutes as soon as possible.
- Anticipate payroll will be switched to Swift and Associates on Feb 18.
- The church's Business Personal Property is not listed as exempt in the county assessor's office. We need to submit the application for exemption by April 1<sup>st</sup>.
  - Application submitted to assessors office.
- Finance Committee beginning to develop budget for 2022-2023.

\* Under the control of the Governing Committee of the 1859 Forum for Community Conversations