

Unitarian Universalist Church Of Muncie
Minutes of the Board Of Trustees Meeting
Wednesday, April 13, 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 April 13 Agenda.

No Dissention

Motion Passed

Approval of the March 9 and April 3 Minutes.

Motion to approve the Arch 9 and April 3 Minutes, as amended amicably.

Moved: Joe

Second: Lisa

Discussion – Clarification of language regarding the management of COVID protocols

Vote: Abstain –

No Dissent

Motion Passed

Treasurer's Report

The net income shows positive, even though we are facing a deficit budget. This is good at this point in the fiscal year.

The safe deposit box that the board recently discovered will require a motion to gain access to.

Motion to remove Mona Burton, Jeff Hathaway and Judith Roepke from the signatory access to the Old National Bank safe deposit box #160 01606. And add Lisa Cox (Treasurer) & Ben Strack (President) as the current signatories

Moved: Joe

Second: Lisa

Discussion –

Vote: Abstain –

No Dissent

Motion Passed

Minister's Report & Discussion

Director of Lifespan Faith Development (DLFD) – Review of the job description prepared by the minister, the vice-resident and with input from a representative (Nancy) from the UUA familiar with personnel resources. This would be for an “Acting” position for a contract of one year.

The congregation will need to form a search team for this position. The posting will occur soon to attract applicants with a goal of filling the position by July 1.

The congregation will also need to be informed of the change in the position and the process for the hiring. (There is some feeling from the minister that some in the congregation are already identifying names to fill the position.)

Motion to form a search committee to fill the open position of Acting Director Of Lifespan Faith Development.

Moved: Joe

Second: Steve

Discussion –

Vote: Abstain –

No Dissent

Motion Passed

Volunteering in the congregation. There is an attitude in the congregation of “I don't want authority to tell me what to do.” When professional and lay leadership appeals for help. The help is qualified by the attitude of “I will help, as long as I agree with what and how things are being done.” This is a significant mindset that is limiting our congregation in the opinion and observation of the Interim Minister.

The President suggests that we may create a “Volunteering Budget” This would show the needs for a congregation our size.

Discussion of communication media and looking at the shifts in information transmission and reception.

New Business

Introduction – Budget Discussion

The Finance Committee has prepared a “Request Budget” and forwarded it to the Board of Trustees. The bottom line of the requests shows a projected deficit of \$21,205.

The Board of Trustees will request that the Finance Committee review the budget again with additional knowledge of the changes with regard to the consolidation of the positions of DRE and Youth Coordinator into a Director of Lifespan Faith Development and a feeling that the Board of Trustees would be comfortable with an approximately \$15,000 deficit (5% of the total budget).

Introduction – Annual Report

This is a task to be completed in the next month. The President, Vice President and Office administrator will coordinate this.

Introduction – Congregational Meeting (In Person with Virtual Option)

Suggested Agenda Items:

Call to Order

Report of Attendance & Quorum

Minister’s Report

President’s Report

Treasurer’s Report

Developmental Minister Search Update

Nominations & Elections

Approval of the 2022-23 Budget

Adjournment

Old Business

Introduction – COVID Rules

How do we move forward with a decision of masking required or optional? The COVID Task Force has been reluctant to make specific recommendations.

Motion to allow professional staff and volunteer lay leaders of programs and events to manage their own decisions on a case-by-case basis, or for members of individual groups to covenant with each other, regarding the requirement for the use of masks when gathering in the church building.

Moved: Joe

Second: Brandon

Discussion –

Vote: Abstain –

No Dissent

Motion Passed

The members of the board recognize that the above motion does allow for the serving and consumption of coffee and snacks in the church building. However, at present, there are no professional staff or volunteer lay leaders who are responsible for the shared ministry of weekly coffee and snacks. If you are interested in coordinating this effort, please contact the Vice President of the congregation, Joe Kaplan.

Introduction – Director of Religious Education Retirement Gift

The President-Elect is working to coordinate with the Religious Education committee to present two separate gifts to the retiring Director of Religious Education.

The board has

Motion to allot from miscellaneous funds in the General Fund no more than \$300 for the Board of Trustees to purchase a gift for the retiring Director of Religious Education on behalf of the congregation.

Moved: Steve

Second: Joe

Discussion –

Vote: Abstain –

No Dissent

Motion Passed

Introduction – Vice President Role

The Vice President will be moving away from Muncie this summer with a relocation of their family. Per the Bylaws, the Board of Trustees will need to appoint a person to fill out the remaining year of their term.

Introduction – Search Status

No candidate at this point, the search process is continuing.

Introduction – Minister’s Checking Account/Safe Deposit?

No update on Minister’s Checking account. Safe Deposit is in process (See Treasurer’s Report above)

Introduction – Nominating Committee

Gary Jeffers is a no. Jean Filson is interested. John Bartlet is confirmed as a member.

A chair has yet to be identified.

Introduction – Personnel Committee

Jay Moorman has tentatively agreed to participate.

Introduction – GA Delegates

The Minister and President-Elect have begun to get this ball rolling.

Feedback From Process Observer(s)

Executive Session – No

Next Meeting: Opening Words – Joe, Closing Words – Joe

Process Observer – All

Meeting Adjourned – 10:1 PM

Special Budget Meeting – May 2, 2022 – 7:00 PM (Virtual)

Next Regular Meeting – May 11, 2022 – 7:00 PM (In-Person with Virtual Option)

Treasurer's Report:

Northwest Bank Balances as of 4/7/22:

Primary Checking Account Balance: \$88,488.88

Money Market Account Balance: \$7,820.18

Designated Fund Account Balance: \$14,742.56

Investment Accounts as of 4/7/22:

Crossley: \$71,395 — (Building Projects)

Ball Fund: \$108,092 — (General Funds)

Templar: \$264,187

Askren: \$15,498— (RE)

1859 Account: \$80,384 — (Community Benefit)*

Piano Fund: \$9,041 — (Piano Maintenance)

Income and Expense for Fiscal Year

- Our pledges and gifts have brought in \$219,010; this is 102.2% of expected budget.
- Fund Raising total of \$ 8,674
- Our Gross Profit was \$243,479; 104.5% of expected budget.
- Total expenses were \$206,097. 86.1% of expected budget
- There is a net income of: \$ 37,382 with expected income of \$ -6,468

Other Happenings:

- See attached request budget provided by the finance committee. Does the BOT want the finance committee to provide austerity budget? Do we need a special meeting to review/approve budget for congregational meeting?
- Safe Deposit Box at Old National. We need a motion to change those who have access to the Safe Deposit Box number 160 01606. Currently listed as: Mona Burton, Jeff Hathaway and Judith Roepke
- Work on rebuilding group of people to count donations on Sundays, have verified 7 counters.

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