

Unitarian Universalist Church of Muncie

Minutes of the Board of Trustees Meeting

Tuesday, December 6, 2022

The UUCM Board of Trustees Meeting called to order at 7:02 PM by President Eleanor Trawick

In Attendance:

Board: Eleanor Trawick – President
Kirk Robey – President-Elect
Steve Chalk – Vice President
Lisa Cox – Treasurer
Maggie Bartlett – Secretary
Joel Tishken- Minister

Guests present: Bruce Craig, Holly Hanauer, John Taylor

Absent: Benjamin Strack – Past President

Consent Agenda

Approval of the December 6, 2022 Agenda, as amended.

No Dissent

Motion Passed

Approval of the November 1, 2022 Minutes

No Dissent

Motion Passed

New Business

Treasurers Report

Treasurer Lisa Cox gave a summary of her reports. These reports are attached to these minutes. Treasurer Lisa Cox reported that as of 12/5/2022, the *Northwest Bank Balances were:* \$95,241.73 in the Primary Checking Account, and \$8,079.19 in the Money Market Account, \$14,426.48 in the Designated Fund Account. The *Investment Accounts as of 12/1/2022 were reported as:* \$65,686 in the Crossley (Building Projects) Account, \$99,544 in the Ball Fund (General Funds), \$240,164 in the Templar, \$14,040 in the Askren (RE), \$74,607 in the 1859 Account (Community Benefit), and \$8,217 in the Piano Fund (Piano Maintenance). Treasurer Cox then reported on Income and Expenses for the for the 2022-2023 year to 12/5/2022. Ms. Cox reported that UUCM pledges and gifts have brought in \$ 131,960 to date. The UUCM Gross Profit was \$141,990. UUCM total expenses were \$97,985. There is a net income of \$44,004.

Treasurer Lisa Cox also reported on other UUCM financial items. Ms. Cox reported that she needs to update the budget following the congregational meeting. The Safe Deposit box at Old National will be drilled out on December 8, 2022; a new box will be opened at Northwest Bank.

Minister's Report

Rev. Joel Tishken gave his report to the UUCM Board of Trustees. Rev. Tishken and the BoT spoke regarding his developmental goals and masking policy. Rev. Tishken reported that he had seven people at his Roots and Wings class on Sunday; five plan to join UUCM. Rev. Tishken gave the BoT a calendar update, including details regarding the Christmas Eve Service, that Christmas Day UUCM will be closed. Rev. Tishken stated that on January 18th, there will be a professional photographer coming to the service with the express purpose of capturing updated photographs of UUCM, staff, and our facilities. February 12th will be a multi-gen service. Julia will be in the pulpit on Easter and April 16 will be Julia's Ordination Celebration. Rev. Tishken spoke on an idea regarding sharing space as a way saving money and for outreach. Rev. Tishken Gave the BoT an update on the LDRE search, there has been one query.

Update on HVAC Replacement and Cooler Issues

President Trawick invited Bruce Craig and John Taylor to speak regarding UUCM's Kitchen, HVAC, and Cooling issues. Discussion was held regarding the report given by Mr. Craig and Mr. Taylor. The refrigerator in the had a leak (coolant R-22). The leak was fixed, parts have been ordered. Eventually, we will have to replace the unit. Mr. Craig then spoke regarding the HVAC and Cooling system. Mr. Craig explained the different types of the systems, including what is at UUCM. Mr. Craig went over the different proposals that he and Mr. Taylor have received. Questions were asked and discussion held. Mr. Craig will continue to gather information and report back to the BoT. The BoT thanked Mr. Craig and Mr. Taylor for their work.

Stewardship Drive

President Trawick invited Holly Hanauer to speak regarding the Stewardship Drive as developed by Jennifer Parks-Strack, Sue Errington, and herself. The first two Sundays in February will be Stewardship Sundays. The theme will be. I HEART UUCM. Ms. Hanauer spoke regarding the projected target goals, and speakers. Discussion was held regarding the monetary goal and pledging units. President Trawick made a motion to advise the stewardship committee to set the goal at \$290,000.

The motion was Seconded by Kirk Robey
President Trawick asked if there was any discussion of the motion.

There was a call to a vote on the motion to advise the stewardship committee to set the goal at \$290,000.

No Dissention

Motion Passed 6-0

Proposal to pay for OWL Training for a church member.

Rev. Tishken presented a need from RE regarding OWL and a proposal for UUCM to pay for OWL Training for an interested and approved member. The training would cost \$250.00. Discussion was held.

A motion was made to approve \$250.00 to pay for OWL Training for an interested and approved member by Maggie Bartlett.

The motion was Seconded by Eleanor Trawick
President Trawick asked if there was any discussion of the motion.

There was a call to a vote on the motion to approve \$250.00 to pay for OWL Training for an interested and approved member.

No Dissent

Motion Passed 6-0

Discussion of “[The Myth of Rationality: Understanding Human Nature](#)” (UUA)

There was group discussion on “[The Myth of Rationality: Understanding Human Nature](#)” from the UUA website. Members of the Board shared their thoughts on varied aspects on this learning module.

Old Business

Decision on Robinwood Sign

President Trawick then moved onto the next order of new business, the proposed Robinwood sign as proposed by David Williams to be placed on UUCM property. A rendering of the sign was presented. The sign would be placed on Bradford Road, the Neighborhood Association would be responsible for maintenance. UUCM is not using this area for any purpose at this time. Discussion was held. A motion was made that the BoT approve the sign as proposed by David Williams on the east side of the ditch, that the sign be installed without lights, and that they will maintain the signage area for a period of 10 years that can be renewed.

The motion was Seconded by Lisa Cox

President Trawick asked if there was any discussion of the motion.

There was a call to a vote on the motion that the BoT approve the sign as proposed by David Williams on the east side of the ditch, that the sign be installed without lights, and that they will maintain the signage area for a period of 10 years that can be renewed.

No Dissent

Motion Passed 6-0

Update on Ministerial Search

President Trawick then moved onto the next order of new business, an update on the Ministerial Search. Vice President Steve Chalk updated the BoT on the Ministerial Search. He spoke on the congressional record being published to the UUA website. He stated that the search committee did not have access to the website before December 2nd. Mr. Chalk reported that the committee intends to have the congressional record published on the website shortly. This will also be provided formally to Rev. Tishken. Further discussion was held, including the upcoming question and answer session regarding the search following the service on December 11th.

Unlocking and Locking the Church in December and January

President Trawick then moved onto the next order of old business on the agenda, opening and closing of the church on Sundays through January 2023. Board members volunteered for the following dates:

December 11- Lisa Cox & Maggie Bartlett

December 18 - Steve Chalk

December 24- Kirk Robey and Joel Tishken

January 1- Eleanor Trawick

January 8 Eleanor Trawick

January 15 Lisa Cox

January 22 Maggie

January 29 Kirk Robey

February 5 Ben Strack

CLOSING

Review tasks to be completed this month

Ben Strack will lead discussion on “ [In the Wilderness: Change is Hard, Even if it's the Promised Land](#)” during the January Board Meeting.

Eleanor will write up contract for David Williams regarding the Robinwood Sign

Eleanor will write a e-blast article regarding masking at UUCM

Next Meeting: Opening and Closing Words - Steve Chalk

Process Observer for November – Lisa Cox

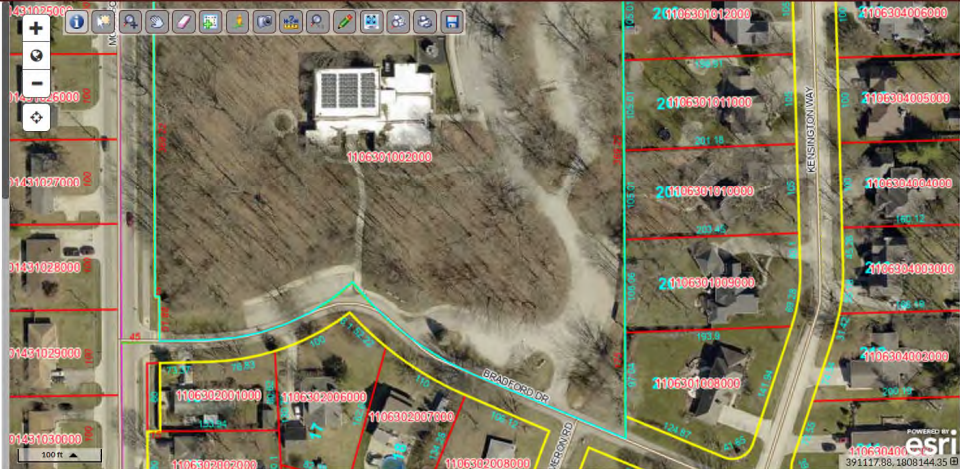
Feedback From Process Observer(s)

Executive Session – No

Meeting Adjourned – 9:44 PM

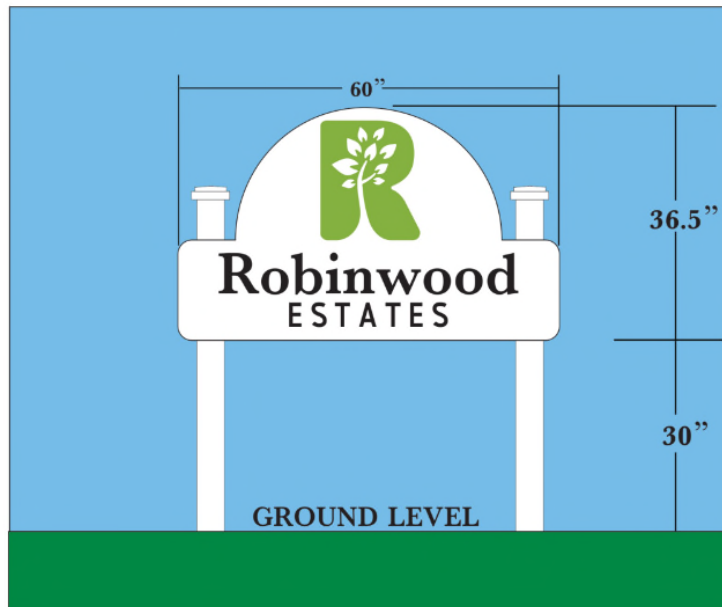
Next Regular Meeting – January 3, 2022 – 7:00 PM (In-Person with Virtual Option) *****

- Layer List Legend
- Quick Links:
- Property Search
 - View Map
- Layers:
- Address Points
 - Transportation
 - Bridge Inventory
 - Road Functional
 - Recreation Trails
 - RR Crossing
 - Major Roads
 - Geocoded Streets
 - Traffic Count Points
 - Average Annual Daily Traffic
 - RR Lines
 - Airport Runways
 - Land Records
 - Subdivision Block Number 100
 - Subdivision Block Number 400
 - Lot Dim 100
 - Lot Dim 400



Results:

Parcel ID - 1106301002000
Alt Id - 18-11-06-301-002.000-003
Address - 4800 W BRADFORD DR
Owner - UNITARIAN UNIVERSALIST CHURCH
Acres - 7.203
View: Tax Report
View Report | Google Maps



Treasurer's Report December 2022:

Northwest Bank Balances as of 12/6/22:

Primary Checking Account Balance: \$95,241.73

Money Market Account Balance: \$8,079.19

Designated Fund Account Balance: \$14,426.48

Investment Accounts as of 12/1/22:

Crossley: \$65,686 — (Building Projects)

Ball Fund: \$99,544 — (General Funds)

Templar: \$240,164

Askren: \$14,040 — (RE)

1859 Account: \$74,607 — (Community Benefit) *

Piano Fund: \$8,217 — (Piano Maintenance)

Income and Expenses for 2022-2023 year to 12/5/2022

- Pledges and gifts for this fiscal year to date: \$ 131,960
- Gross Profit for this fiscal year to date: \$ 141,990
- Total Expenses for this fiscal year: \$ 97,985
- Net income for this fiscal year to date: \$ 44,004

Other Happenings:

- Treasurer needs to update the budget following congregational meeting updated budget.
- Safe Deposit Box at Old National: Will be drilling out Thursday morning.
- New Box will be open at Northwest Bank Downtown Branch.
 - Need signatures
- Need to begin planning for financial review: local accountant vs UUA financial review?

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

U U Church Of Muncie
Income & Expense
 July 1 through December 5, 2022

	Jul 1 - Dec 5, 22	Budget	% of Budget
Ordinary Income/Expense			
Income			
Dedicated Offerings	9,966.43	4,516.13	220.7%
Fund raising & social activity			
Fund Raising			
Bazaar	0.00	7,000.00	0.0%
Fund raising - misc.	752.70	3,010.78	25.0%
Total Fund Raising	752.70	10,010.78	7.5%
Social Activities			
Social Activities Income	0.00	473.10	0.0%
Total Social Activities	0.00	473.10	0.0%
Total Fund raising & social activity	752.70	10,483.88	7.2%
Investment income			
Capital gains realized	280.52	0.00	100.0%
Interest & Dividends	3.19	696.77	0.5%
Templar fund income	1,660.41	2,193.55	75.7%
Investment income - Other	497.93	0.00	100.0%
Total Investment income	2,442.05	2,890.32	84.5%
Miscellaneous income			
Building use	375.00	100.00	375.0%
Total Miscellaneous income	375.00	100.00	375.0%
Pledges & gifts			
21/22 Pledges & Gifts	970.00	0.00	100.0%
22/23 Pledges & Gifts	129,967.50	123,013.03	105.7%
Loose Offerings	1,022.80	645.16	158.5%
Total Pledges & gifts	131,960.30	123,658.19	106.7%
Total Income	145,496.48	141,648.52	102.7%
Cost of Goods Sold			
Cost of Goods Sold			
Bazaar Expenses	1,443.66	600.00	240.6%
Building Use expenses	200.00	0.00	100.0%
Dedicated Offerings disbursed	1,863.03	4,516.13	41.3%
Fundraising expense	0.00	474.68	0.0%
Social Activities expenses	0.00	473.68	0.0%
Total Cost of Goods Sold	3,506.69	6,064.49	57.8%
Total COGS	3,506.69	6,064.49	57.8%
Gross Profit	141,989.79	135,584.03	104.7%
Expense			
Investment Expenses	272.26	0.00	100.0%
Operating Expenses			
Bank Fees	99.37	0.00	100.0%
Church Office			
Accounting Services	760.00	1,195.42	63.6%
Copier expense	890.09	903.23	98.5%
Internet costs	293.64	387.10	75.9%
Medical Insurance - Office	2,338.12	3,054.32	76.6%
Office - general			
ACH Fees	100.50	258.06	38.9%
Miscellaneous Expenses	173.18	645.16	26.8%
Office equipment & software	402.00	2,021.23	19.9%
Office supplies	151.58	0.00	100.0%
Postage	68.95	85.74	80.4%

U U Church Of Muncie
Income & Expense
 July 1 through December 5, 2022

	Jul 1 - Dec 5, 22	Budget	% of Budget
Total Office - general	896.21	3,010.19	29.8%
Office Administrator Payroll	9,304.88	12,049.61	77.2%
Pension - Office Administrator	2,412.13	1,265.52	190.6%
Professional Bookkeeper	1,550.81	2,008.74	77.2%
Telephone	452.44	495.48	91.3%
Unigram & Bulletins	140.48	214.77	65.4%
Web Services	0.00	112.39	0.0%
Total Church Office	19,038.80	24,696.77	77.1%
Committee and misc. expenses			
Adult RE	80.00	43.03	185.9%
Caring committee	0.00	21.48	0.0%
Committee on Ministries	0.00	21.48	0.0%
Fall retreat (Income and exp)	-412.94	0.00	100.0%
Finance & Stewardship Committee	0.00	2,000.00	0.0%
Kitchen Committee			
Coffee Expenses	100.30	0.00	100.0%
Kitchen Committee - Other	0.00	64.52	0.0%
Total Kitchen Committee	100.30	64.52	155.5%
Membership	0.00	43.03	0.0%
Sights and Sounds	0.00	430.13	0.0%
Social justice committee expense	0.00	43.03	0.0%
Total Committee and misc. expenses	-232.64	2,666.70	-8.7%
Denominational affairs			
UUA Program	1,500.00	0.00	100.0%
Denominational affairs - Other	197.00	2,150.51	9.2%
Total Denominational affairs	1,697.00	2,150.51	78.9%
Property and Maintenance			
Covid Supplies	36.47	214.77	17.0%
Custodians	7,024.60	7,253.77	96.8%
Electricity	1,362.19	2,834.55	48.1%
Equipment Purchases	0.00	429.55	0.0%
Fuel	419.35	1,935.48	21.7%
Grounds	2,331.98	1,505.94	154.9%
Insurance	3,335.50	2,193.55	152.1%
Interest Expense - Solar Panels	0.00	1,000.00	0.0%
Maintenance Supplies	414.70	730.90	56.7%
Pest Control	50.00	214.77	23.3%
Repairs and Upkeep	6,505.54	2,150.26	302.5%
Sonitrol [Building Security]	99.00	258.06	38.4%
Water and sewage	1,260.93	1,634.13	77.2%
Total Property and Maintenance	22,840.26	22,355.73	102.2%
Total Operating Expenses	43,442.79	51,869.71	83.8%
Other Program Expenses			
Child Care and Nursery	819.00	1,817.94	45.1%
Employee health insurance	-2,521.49	0.00	100.0%
Payroll Taxes			
Medicare	463.17	0.00	100.0%
Social Security	1,980.52	0.00	100.0%
Payroll Taxes - Other	0.00	3,151.55	0.0%
Total Payroll Taxes	2,443.69	3,151.55	77.5%
Worker's Compensation Insurance	0.00	481.16	0.0%
Total Other Program Expenses	741.20	5,450.65	13.6%
Program salaries & related exp			
Ministerial costs			

U U Church Of Muncie
Income & Expense
 July 1 through December 5, 2022

	Jul 1 - Dec 5, 22	Budget	% of Budget
Community Minister's expenses	881.57	215.61	408.9%
Community Minister stipend	230.00	1,187.10	19.4%
Housing Allowance	2,550.00	6,580.65	38.7%
Minister's Expenses	1,456.35	3,070.97	47.4%
Minister's Insurance			
Minister's Disability Insurance	0.00	392.26	0.0%
Minister's Insurance - Other	4,485.32	1,321.29	339.5%
Total Minister's Insurance	4,485.32	1,713.55	261.8%
Minister's Life Insurance	324.12	193.97	167.1%
Minister's Pension	5,620.33	2,763.45	203.4%
Minister's Salary	19,749.98	24,129.03	81.9%
Moving Expenses	341.48	3,070.97	11.1%
Payment in lieu of FICA	1,717.41	2,350.39	73.1%
Sabbatical Expenses	334.00	215.61	154.9%
Total Ministerial costs	37,690.56	45,491.30	82.9%
Music and Worship			
Choir Director	0.00	2,234.68	0.0%
Guest Musicians	100.00	214.77	46.6%
Music Director	2,377.13	3,901.77	60.9%
Music Director Professional Exp	0.00	322.16	0.0%
Pianist	0.00	1,564.87	0.0%
Worship Associates	2,237.44	2,019.06	110.8%
Music and Worship - Other	2,359.87	0.00	100.0%
Total Music and Worship	7,074.44	10,257.31	69.0%
Religious Education			
Coordinator of Youth Prog.	382.50	0.00	100.0%
DRE's Compensation			
DRE health insurance	3,142.52	4,450.03	70.6%
DRE Salary	3,067.76	16,438.71	18.7%
Pension - DRE	1,214.08	1,480.13	82.0%
DRE's Compensation - Other	592.76	0.00	100.0%
Total DRE's Compensation	8,017.12	22,368.87	35.8%
DRE's Expenses	0.00	1,074.71	0.0%
O.W.L.	-550.00	0.00	100.0%
Religious Education supplies et			
RE Curriculum	170.00	0.00	100.0%
RE Summer Program	605.61	0.00	100.0%
RE supplies	138.99	0.00	100.0%
Religious Education supplies et - Other	0.00	2,431.81	0.0%
Total Religious Education supplies et	914.60	2,431.81	37.6%
Youth Groups	0.00	753.55	0.0%
Total Religious Education	8,764.22	26,628.94	32.9%
Total Program salaries & related exp	53,529.22	82,377.55	65.0%
Total Expense	97,985.47	139,697.91	70.1%
Net Ordinary Income	44,004.32	-4,113.88	-1,069.7%
Other Income/Expense			
Other Income			
Investment income-Restricted	380.89	0.00	100.0%
Total Other Income	380.89	0.00	100.0%
Other Expense			
Investment Exp. - Restricted	1,260.91	0.00	100.0%

7:07 PM

12/05/22

Accrual Basis

U U Church Of Muncie
Income & Expense
July 1 through December 5, 2022

	<u>Jul 1 - Dec 5, 22</u>	<u>Budget</u>	<u>% of Budget</u>
Total Other Expense	1,260.91	0.00	100.0%
Net Other Income	-880.02	0.00	100.0%
Net Income	<u><u>43,124.30</u></u>	<u><u>-4,113.88</u></u>	<u><u>-1,048.3%</u></u>