

Unitarian Universalist Church of Muncie

Minutes of the Board of Trustees Meeting

Wednesday, July 13, 2022

The UUCM Board of Trustees Meeting called to order at 7:00 PM by President Eleanor Trawick

In Attendance:

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

Guests:

Michael Sullivan –
Bea Sousa

Absent:

Barbara Coeyman – Interim Minister *Report submitted.*

Approval of the July 13th Agenda, as amended.

No Dissent

Motion Passed

Approval of the June 8, 2022, Minutes.

No Dissent

Motion Passed

Treasurer's Report

The Treasurer's report is attached to these minutes. Treasurer gave a summary of her report. Treasurer Lisa Cox reported that as of July 12, 2022, the *Northwest Bank Balances were:* \$66,142 in the Primary Checking Account, and \$7,890 in the Money Market Account, \$13,468 in the Designated Fund Account. The Investment Accounts as of 7/12/22 were reported as: \$63,121 in the Crosley (Building Projects) Account, \$95,669 in the Ball Fund Account (General Funds), \$231,760 in the Templar Account, \$13,605 in the Askren Account (RE), \$73,292 in the 1859 Account (Community Benefit), and \$8,019 in the Piano Fund (Piano Maintenance). Treasurer Cox then reported on Income and Expenses for the Fiscal Year ending June 30, 2022. Ms. Cox reported that UUCM pledges and gifts have brought in \$243,446; this is 87.1% of the expected budget. The current Fund-Raising total is \$13,587. This is 79.9% of expected Fund-Raising budget. The UUCM Gross Profit was \$265,686. This is 88% of expected GP budget. UUCM total expenses were \$236,210. This is 75.6% of expected budget. There is a net income of \$ 29,476 with expected income of \$ -10,266.

Treasurer Lisa Cox also reported on other UUCM financial items. Ms. Cox reported that the Signatories have been updated at Northwest Bank. Ms. Cox verified the email addresses for President Eleanor Trawick and President-Elect N. Kirk Robey to set up their banking access. She reported that Joe Kaplan and Ben Strack's sign-on access have been removed. Ms. Cox spoke regarding a need for a motion and vote from the board to add Joel Tishken as the Incoming Minister to minister's account. The wording on the motion should specify keeping Rev. Dr. Julia Corbett-Hemeyer on the account and removal of all other account signatories. Ms. Cox reported that the prior ministers still have cards to this account (nothing has been spent). Ms. Cox has all the necessary forms to add Rev. Joel Tishken. *This item was moved to new business for further discussion and action. Ms. Cox then reported on the Safe Deposit Box recovery and transfer that is still ongoing. Ms. Cox has been working on this issue. Ms. Cox has reached out to the persons listed for the Safe Deposit Box at Old National: Mona Burton, Jeff Hathaway and Judith Roepke. Ms. Cox reported that Mr. Hathaway did respond to her email. Ms. Cox is working to set up a time to meet at the Old National Bank in Indianapolis, to initiate the change. Treasurer Cox concluded her report by giving a preview of the next finance committee meeting. There is a plan to review criteria of designated funds to form recommendations for these funds.

Minister's Report & Discussion

President Eleanor Trawick then moved to presentation and discussion of the Minister's Report, sent by Rev. Dr. Barbara Coeyman to UUCM Board Members via email. President Trawick discussed items in the Ministers Report, including suggested resources that Rev. Barbara provided. President Trawick stated that when she had been on the board previously, they had read chapters from the suggested *Governance and Ministry*, written by Dan Hotchkiss, and that she had previewed some of the online educational material materials suggested by Rev. Barbara Coeyman. President Trawick stated she had reviewed the first lesson and one from the middle. She found them well done and quite useful. Ben Strack suggested the board read Dan Hotchkiss' book every two years. President Trawick proposed and motioned that the members of the UUCM Board of Trustees to begin doing the twelve (12) part training sessions online, members watching one training session per month and incorporating into the agenda a 10–15-minute brief discussion the session. Members of the board would take turns leading the discussion.

Lisa Cox Seconded the proposal.

Discussion regarding the proposal was positive. Board members agreed that the sessions would be beneficial.

There was a call to a vote on the motion that the members of the UUCM Board of Trustees to begin doing the twelve (12) part training sessions online, members watching one training session per month and incorporating into the agenda a 10–15-minute brief discussion the session. Members of the board would take turns leading the discussion.

No Dissention.

Motion Passed 6-0

New Business

Update the account users on the Minister's discretionary fund

President Trawick then moved onto new business. President Trawick asked Treasurer Lisa Cox to explain to the board what would need to happen to update the minister's Discretionary Fund account with the Old

National bank. Ms. Cox outlined the process. Ms. Cox and Ben Strack spoke on how the bank needs specific language documented in UUCM BoT minutes to accept the change of signatures and that Rev. Dr. Julia will need to initiate the change as the only local person on the account. The motion language was drafted as a result of discussion and made by Treasurer Cox to add Rev. Joel Tishken to the UUCM Minister's Discretionary Fund Account at Old National Bank (account number 08630012 121461990) along with Reverend Dr. Julia Corbett- Hemeyer and remove all other signatories on said account.

The motion seconded by Ben Strack

President Trawick asked if there was any discussion of the motion. There was no further discussion.

There was a call to a vote on the motion that Reverend Joel Tishken be added to the UUCM Minister's Discretionary Fund Account at Old National Bank (account number 08630012 121461990) along with Reverend Dr. Julia Corbett- Hemeyer and remove all other signatories on said account other than Reverend Joel Tishken and Reverend Dr. Julia Corbett- Hemeyer.

No Dissention.

Motion Passed 6-0

Volunteer Fair

President Trawick then moved to the next item of new business, the Volunteer Fair, and invited Vice President Steve Chalk to speak. Vice President Chalk stated that time on the agenda was requested so that brainstorming could be done about a volunteer fair. The Leadership Council would like to resuscitate and revitalize committees and church volunteerism partially derailed by Covid via holding a volunteer fair. Rev. Tishken shared that he had started the volunteer fairs during his internship at UUCM. Vice President Chalk and Rev. Tishken described how committees and groups set up tables around the multi-purpose room with information, sign-up sheets and treats. Mr. Chalk suggested getting in touch with former Vice President Joe Kaplan regarding a contact list of group leaders and using the directory to reach out to individuals. A question was raised regarding whether to have the volunteer fair inside or outside. This was taken under consideration. It was pointed out that there are some people that are willing to do tasks, but not willing to be on committees. Ms. Cox said that some volunteers prefer to have an option to serve as a volunteer remotely. Discussion ensued and more ideas were given. President Trawick suggested that each committee or group have a signup or bit of information for the fair with the different categories. Raffle tickets could be given out for visiting or signing up at different tables. Some of the present volunteers have expressed concerns with working future Sundays with more guest speakers, as this is more difficult for volunteers. The church is in a volunteer crisis this should be of major concern to the board. All agreed. Rev. Tishken stated that he is thinking of a homily on service. Past President Ben Strack suggested having the volunteer fair in conjunction with a church cookout. This will garner greater attendance. Rev. Tishken suggested that the event be billed as a homecoming. That persons that had ever been a part of the church be invited. President Trawick suggested sending out invites. Secretary Bartlett agreed and added to this by suggesting extending the reach of the fair by digitizing the experience by advertising on Facebook, the Unigram, and in the Eblast. It was also suggested that groups could be featured during services. Possible dates for the Volunteer Fair and cookout were further discussed. Consensus was to hold the combined event at the end of the summer after families are back from vacations, in consultation with the Leadership Council.

Dreams and wishes for UUCM this year

Past President Benjamin Strack

1. HVAC plan for when more pipes or the heating/ boiler dies. Assess how, with what, and how pay. Have a “file folder ready with a plan for the HVAC.”
2. Mr. Strack would like to see UUCM hire a part time tech person and a part time membership coordinator/ communications person to organize volunteers.
3. UUCM should be investing in the UUCM building. For Example: air blocks around the doors, and other basic property maintenance.
4. Mr. Strack spoke about doing a “financial review”. We have also talked about doing a staff audit— looking at what programs the church is running and comparing how staff members’ time is being allocated. Also get advice from the UUA Region about how we are managing our finances.

Reverend Joel Tishken

1. Reverend Tishken would like to contribute to healing the various rifts in the congregation. (e.g., the theist/non-theist rift).
2. What makes UU grow is befriending people. What happens after the 2nd-4th visits? Keeping in contact with people and making them feel connected.

Treasurer Lisa Cox

1. Ms. Cox agrees that we need to update the building and that we need an HVAC Task force. We need to have fire drills to practice going out of building. We also should think of how to make the building look nice.
2. The main thing is that I come to church for community; we need to get back to having community and doing things together that are fun such as trivia nights, carry ins, service auctions, etc. We need to build our community back up.

President Eleanor Trawick

1. President Trawick expressed how she would like to see UUCM be a Powerhouse for social justice in the community. Doing more in the community and be seen be outward looking– have cohorts from UUCM visible in the community, active for good. Active in community cleanup projects, feed our hungry neighbors, at City Council meetings, etc. President Trawick shared a quote “Highest steeple for making the community a better place “.
2. Create a coordinated social justice advocacy to both invigorate members and increase UUCM presence in the outside community.

Secretary Maggie Bartlett

1. I want to have more engagement opportunities like trivia nights, and community volunteer opportunities as Lisa has suggested. When we came to the church, we were looking for a place where our whole family could fit in. We stayed because the church affirmed LGBTQ people, affirmed science, and had activities that the whole family could engage in. We became lifelong friends with people that we met on church retreats. We volunteered for RE, overnights, community volunteer opportunities and more. These engagement opportunities matter. They kept us coming back.
2. But of course, we can’t do that if we don’t have a building, or if our kitchen is non-functional. I would like to see a long-range plan for the building, for the HVAC, for the kitchen. There should be a knowledgeable group of people who get together and discuss these matters.

3. Building RE should be a priority for us. A wish would be to build on the strong program we have.

Vice President Steve Chalk

1. Vice President Chalk would like to be a congregation that has more fun, that enjoys each other's company. We should engage so whole-heartedly that people get enjoyment from the church. Engage in ways not financial
2. Nourish small group ministries within the church. A big part of the healing process will start small.

President Elect Kirk Robey

1. President Elect Robey expressed concern of how we are shrinking. We need to find ways to bring people back, but also ways to find people who share our values. We joined the church because we wanted a good opportunity for our son and the RE program was a big draw. The RE program is excellent and should continue to be a draw to families.
2. Values and community involvement, safe place. We should make it a major priority for us to examine what we want to be, what we present to others. Right now, from the outside, we don't look all that welcoming. We really need to look at that.

Mike Sullivan, guest

1. We came for the RE, but we stayed for the friendliness and the connection.
2. The minister is really important: he/she/they needs to be personable; the sermons need to be thought-provoking.

Bea Sousa, guest

1. This is what's holding us back now: COVID is endemic, it's here to stay. Policies about masks have been an insult to the congregation and have kept me away.
2. The Board needs to get its act together on masking and on how we deal with the new reality of COVID.

Discussion continued regarding growing the UUCM Church. Health of the community and not growth should be the goal.

Do we want to have a Board Retreat?

President Eleanor Trawick introduced the next agenda item by making a proposal for a board retreat. The retreat would be sometime in August or September.

The motion was Seconded by Past President Ben Strack.

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

Lisa expressed concern over scheduling due to her busy schedule. Secretary Bartlett stated that she thought that having a retreat would be a good idea. Ms. Bartlett asked what a board retreat would look like.

President Trawick shared that it would be an opportunity for BoT members in getting to know each other better, for her to get to know individual work styles.

President Trawick stated that it would be helpful to review materials about what boards are responsible for and not responsible for and review Dan Hotchiss's book.

Ms. Bartlett asked how we could be respectful of Ms. Cox's time. Ms. Cox stated that taking an entire day would be difficult. Having the retreat at the church, perhaps on two consecutive evenings was voiced.

Ben added having a board retreat was good for getting to know on another, learning work styles, and building trust. Secretary Bartlett offered her home as a possible venue for the retreat.

There was a call to a vote on the motion that the UUCM Board of Trustees have a Board retreat sometime in August or September.

No Dissention.

Motion Passed 6-0

President Eleanor Trawick will contact Reverend Lisa Presley at UUA.

Proposal for all-church cookout

President Eleanor Trawick moved onto the next order of new business, the Proposal for the all-church cookout.

President Trawick made a motion for the board to host a cookout in conjunction with a volunteer fair on the same day in August or September with details to be determined.

The motion was Seconded by Lisa Cox

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

Ideas were given regarding the proposed all-church cookout. Lisa Cox stated that she gets a half beef and that she could contribute some hamburger. A suggestion was made to ask a member for to use their antique ice cream maker. Members voiced more ideas, comments, and concerns. Members said that the cookout would be a great idea and liked the idea of pairing with the volunteer fair. Another comment was that it would not be too difficult to prepare food for the projected amount of people.

There was a call to a vote on the motion the UUCM Board of Trustees have a for an all-church cookout in conjunction with a volunteer fair on the same day in August or September with details to be determined.

No Dissention.

Motion Passed 6-0

President Trawick and President Elect Kirk Robey would begin a plan for the cookout and send a report back.

Old Business

Nominating Committee

President Trawick then moved onto the Old Business of the Nominating Committee by asking what the situation was with the Nominating Committee. Past President Benjamin Strack requested to make a motion that the Board of Trustees appoint Janay Sander to the Nominating Committee for the next two years.

The motion was seconded by President Trawick.

President Trawick asked if there was any discussion of the motion. Members expressed that Janay Sander is a wonderful appointment.

There was a call to a vote on the motion that the Board of Trustees appoint Janay Sander to the Nominating Committee for the next two years.

Motion passed 6-0

None dissenting.

President Elect Kirk Robey raised a question about the email minutes for the vote regarding Reverend Joel Tishken. Secretary Bartlett will create the minutes.

Restarting the DLFD search

President Trawick then moved onto the next order of old business on the agenda, restarting the DLFD search. The search was on hold until UUCM had hired the new minister, as they would be the supervisor of the person hired. This would be a 35 hour per week position. Lisa Cox discussed pensions and requirements for the pensions. It was said that Reverend Coeyman worked with Susan Taylor and Jay Moorman in the DLFD search. President Trawick asked Reverend Joel Tishken if he would be willing to take on the responsibility to fill the DLFD position. Rev. Tishken stated that he was and will get in touch with Susan and Jay ASAP. The goal would be to have a person in place by the end of the summer.

CLOSING

Review tasks to be completed this month

Past President Ben Strack will lead discussion on “A Call to Duty” during the August Board Meeting.

President Trawick will call Lisa Presley and copy Rev. Tishken on emails.

Reverend Joel Tishken will plan to lead parts the board retreat.

Members will Look at the Covenant during Board Retreat

President Trawick and President Elect Kirk Robey would begin a plan for the cookout and send a report back to the board.

Reverend Joel Tishken will collaborate with Jay Moorman and Susan Taylor to restart the DFLD search.

Discussion about Bea Sousa’s comments and concerns.

Members will email their preferred contact information.

President Trawick will email and copy appropriate individuals regarding the discussion.

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

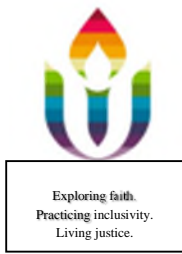
Process Observer for August – Steve

Feedback From Process Observer(s) Ben Strack

Executive Session – No

Meeting Adjourned – 8:58PM

Next Regular Meeting – August 10, 2022 – 7:00 PM (In-Person with Virtual Option)



Unitarian Universalist Church of Muncie
Minutes of the Board of Trustees
Virtual / Email Meetings
July 2022

Board Members active in virtual / Email discussions:

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

INCOMING UUCM MINISTER 7/8/2022

President Elect Kirk Robey contacted the board via email with a motion to "accept the search committee's recommendation to hire Joel Tishken as Acting Minister under the terms of the negotiated contract" as well as a formal vote.

President Eleanor Trawick seconded the motion.

Discussion of the motion was made. Members commented that the motion was a good one.

There was a vote on the motion to accept the search committee's recommendation to hire Joel Tishken as Acting Minister under the terms of the negotiated contract.

No Dissention

Motion Passed

ADLFD 7/24/2022

Reverend Joel Tishken contacted the board with a time-sensitive question regarding the DLFD search.

Reverend Tishken reported that the search committee has met with challenges in finding a good candidate for the position. The committee brainstormed and presented the board with three options.

1. To reissue the job as it is.
2. Reissue the job much as it is, but with a 5-year time frame to align with the developmental period.
3. Create a new job description for an Acting DRE at ~20 hrs with responsibilities to children and youth, but not adults, for the church year. At this very late date, we feel our priority needs to be not going without RE. We suggest putting off our transition from the more old-school RE to the more modern faith development.

The committee said that they are strongly in favor of option 3 and think that it is the only real option.

President Elect Kirk Robey made a motion "that the Board create a new job description for an Acting DRE at 20 hours per week with responsibilities to children and youth, but not adults, for the coming church year."

President Eleanor Trawick seconds.

Discussion of the motion was made. Members commented that the motion sounded like a good plan and thanked Rev. Joel Tishken, Jay Moorman, and Susan Taylor for their work on this matter.

There was a vote on the motion.

No Dissention ; One person not voting.

Motion Passed

Proposal to approve Bazaar this fall 7/28/2022

President Eleanor Trawick contacted members of the board via email with a proposal and motion that "The Board of Trustees approves that planning and preparation go forward for an indoor fundraising Bazaar the first Saturday of November. The planning and preparation will be for a Bazaar similar to those held before 2020. However, depending on the COVID-19 situation in our county at the time of the Bazaar, the planners will make adjustments as needed."

President Kirk Robey seconds.

There was no discussion on the motion.

There was a vote on the motion.

No Dissention

Motion Passed

One abstention.

Treasurer's Report July 2022:

Northwest Bank Balances as of 7/12/22:

Primary Checking Account Balance: \$66,142

Money Market Account Balance: \$7,890

Designated Fund Account Balance: \$13,468

Investment Accounts as of 7/12/22:

Crossley: \$63,121 — (Building Projects)

Ball Fund: \$95,669 — (General Funds)

Templar: \$231,760

Askren: \$13,605 — (RE)

1859 Account: \$73,292 — (Community Benefit)*

Piano Fund: \$8,019 — (Piano Maintenance)

Income and Expense for Fiscal Year through June 30, 2022

- Our pledges and gifts have brought in \$243,446; this is 87.1% of expected budget.
- Fund Raising total of \$ 13,587, 79.9% of expected budget
- Our Gross Profit was \$265,686; 88% of expected budget.
- Total expenses were \$236,210. 75.6% of expected budget
- There is a net income of: \$ 29,476 with expected income of \$ -10,266

Other Happenings:

- Signatories have been updated at Northwest Bank.
- Need to verify email addresses for Eleanor Trawick and N. Kirk Robey to set up banking access. Joe Kaplan and Ben Strack's sign on have been removed.
- We will need a motion to add Joel to ministers account, keep Julia and remove all other account signatories.
- Will need to obtain credit card for Joel.
- Safe Deposit Box at Old National. Currently listed as: Mona Burton, Jeff Hathaway and Judith Roepke Jeff Hathaway did respond to email. We are working to set up a time to meet at the bank in Indianapolis, to initiate change.
- At our next finance committee meeting, plan to review designated funds to come up with recommendations for which funds need to be kept or dissolved.

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

U U Church Of Muncie
Balance Sheet Prev Year Comparison
As of July 12, 2022

	Jul 12, 22	Jul 12, 21
ASSETS		
Current Assets		
Checking/Savings		
Cash and Money Market		
Brokerage Account	2,281.79	0.00
Debit clearing	1,404.92	1,404.92
Designated Fund Checking	12,825.15	16,271.42
Money Mkt Accts	7,493.80	7,306.30
Mutual Bank	100,733.00	57,550.48
Pastoral Care Account	622.61	1,112.61
Petty Cash	61.65	61.65
Total Cash and Money Market	125,422.92	83,707.38
Total Checking/Savings	125,422.92	83,707.38
Other Current Assets		
Prepaid Health Ins.	7,284.74	2,596.08
Total Other Current Assets	7,284.74	2,596.08
Total Current Assets	132,707.66	86,303.46
Fixed Assets		
Air Conditioning	80,657.00	80,657.00
Exterior improvements		
Membrane Roof	46,805.46	46,805.46
Solar Panels	61,030.51	61,030.51
Exterior improvements - Other	157,481.85	157,481.85
Total Exterior improvements	265,317.82	265,317.82
Furniture & Fixtures		
Interior improvements	88,659.43	83,649.15
	5,369.63	5,369.63
Total Fixed Assets	440,003.88	434,993.60
Other Assets		
Ball Funds - Indiana Trust Investments	109,131.72	110,926.75
Indiana Trust - Askren	15,649.30	16,114.54
Total Investments	15,649.30	16,114.54
Piano Maintenance Investment Fund		
Trust Funds	9,130.20	9,244.78
Crosley Fund	72,081.32	78,121.36
Templar Fund	266,763.83	276,741.38
Total Trust Funds	338,845.15	354,862.74
Total Other Assets	472,756.37	491,148.81
TOTAL ASSETS	1,045,467.91	1,012,445.87
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Credit Cards		
Credit Card Payable	-2,928.10	200.46
Total Credit Cards	-2,928.10	200.46
Other Current Liabilities		
Other Liabilities		
Deposits for Building Use	250.00	250.00
Pensions payable	4,086.39	521.91
Suspense	582.97	0.00
Total Other Liabilities	4,919.36	771.91

U U Church Of Muncie
Balance Sheet Prev Year Comparison
As of July 12, 2022

	Jul 12, 22	Jul 12, 21
Payroll Liabilities		
Accrued payroll	5,212.21	5,983.42
Payroll-FICA	-164.54	699.62
Payroll-FWH	-338.00	574.00
Payroll-LWH11	-18.35	70.27
Payroll-MCARE	-38.44	163.66
Payroll-SWHIN	-66.72	226.12
Payroll Liabilities - Other	4,074.16	1,161.45
Total Payroll Liabilities	8,660.32	8,878.54
Total Other Current Liabilities	13,579.68	9,650.45
Total Current Liabilities	10,651.58	9,850.91
Long Term Liabilities		
Accrued sabbatical	6,012.00	4,008.00
Total Long Term Liabilities	6,012.00	4,008.00
Total Liabilities	16,663.58	13,858.91
Equity		
Askren Fund		
Askren Fund - Income	2,020.33	1,804.42
Askren Fund Principal	10,050.81	10,050.81
Total Askren Fund	12,071.14	11,855.23
Ed & Virginia Ball Reserve Fund		
Ball Fund - Gains	32,214.18	32,214.18
Ball Fund - Principal	44,437.95	44,437.95
Total Ed & Virginia Ball Reserve Fund	76,652.13	76,652.13
General Fund -Beginning of Year	522,710.95	490,781.43
Restricted and Designated Funds		
Anti-Racism Task Force	26.00	26.00
Boston Bound	4,336.64	4,336.64
Caring Fund	2,355.35	2,355.35
Children's RE Collection	633.47	148.47
Coming of Age	33.57	33.57
Flagpole fund	809.00	809.00
Food Pantry - Fund	-1,602.29	1,883.98
HS Youth Groups	1,387.25	1,387.25
Memorial Fund	4,090.00	3,715.00
Memorial Garden Fund	139.00	113.00
Minister's Discretionary Fund	-159.00	-159.00
Music	4,130.53	4,030.53
Overcoming Poverty Dinners	427.43	427.43
Pastoral Care Account	-625.68	-125.68
Piano Maintenance	12,471.00	12,471.00
Special Collections	163.00	163.00
Tech Grant	-2,527.30	-2,335.15
Total Restricted and Designated Funds	26,087.97	29,280.39
SOS	100.77	100.77
Trust Funds - Equity		
Crosley Fund - Equity	56,922.46	56,922.46
Templer Fund - Equity	187,809.97	187,809.97
Total Trust Funds - Equity	244,732.43	244,732.43
Unrealized gain/loss on invest.	136,391.63	151,747.37
Net Income	10,057.31	-6,562.79
Total Equity	1,028,804.33	998,586.96

07/12/22

U U Church Of Muncie
Balance Sheet Prev Year Comparison
As of July 12, 2022

	<u>Jul 12, 22</u>	<u>Jul 12, 21</u>
TOTAL LIABILITIES & EQUITY	<u>1,045,467.91</u>	<u>1,012,445.87</u>

U U Church Of Muncie
Income & Expense
July 2021 through June 2022

	Jul '21 - Jun 22	Budget
Ordinary Income/Expense		
Income		
Dedicated Offerings	18,320.25	10,500.00
Fund raising & social activity		
Fund Raising		
Bazaar	4,724.58	7,000.00
Fund raising - misc.	5,349.03	5,000.00
Rummage sales	2,015.11	
Service Auction	1,498.00	5,000.00
Total Fund Raising	13,586.72	17,000.00
Social Activities		
Social Activities Income	0.00	1,100.00
Total Social Activities	0.00	1,100.00
Total Fund raising & social activity	13,586.72	18,100.00
Investment income		
Capital gains realized	1,307.33	0.00
Interest & Dividends	2,138.04	1,620.00
Templar fund income	4,512.61	5,100.00
Total Investment income	7,957.98	6,720.00
Miscellaneous income		
Building use	125.00	250.00
Miscellaneous income - Other	10.00	0.00
Total Miscellaneous income	135.00	250.00
Pledges & gifts		
20/21 Pledges & Gifts	27,860.14	0.00
21/22 Pledges & Gifts	185,496.75	278,074.00
22/23 Pledges & Gifts	29,350.00	
Loose Offerings	739.00	1,500.00
Total Pledges & gifts	243,445.89	279,574.00
Total Income	283,445.84	315,144.00
Cost of Goods Sold		
Cost of Goods Sold		
Bazaar Expenses	1,538.21	500.00
Dedicated Offerings disbursed	15,671.00	10,500.00
Fundraising expense	470.35	500.00
Service auction expenses	480.46	500.00
Social Activities expenses	0.00	1,100.00
Cost of Goods Sold - Other	-400.00	
Total Cost of Goods Sold	17,760.02	13,100.00
Total COGS	17,760.02	13,100.00
Gross Profit	265,685.82	302,044.00
Expense		
Investment Expenses	393.51	0.00
Operating Expenses		
Church Office		
Accounting Services	2,355.00	2,000.00
Copier expense	2,218.73	2,500.00
Internet costs	880.92	900.00
Medical Insurance - Office	6,362.64	9,283.00
Office - general		
ACH Fees	123.82	180.00
Miscellaneous Expenses	1,132.75	0.00
Office equipment & software	2,234.87	4,000.00

U U Church Of Muncie
Income & Expense
July 2021 through June 2022

	Jul '21 - Jun 22	Budget
Office supplies	427.71	0.00
Postage	123.95	260.00
Office - general - Other	17.56	1,500.00
Total Office - general	4,060.66	5,940.00
Office Administrator Payroll	20,378.23	27,200.00
Pension - Office Administrator	1,782.67	2,827.00
Professional Bookkeeper	3,396.31	4,534.00
Telephone	1,219.16	1,150.00
Unigram & Bulletins	61.63	1,000.00
Web Services	287.76	260.00
Total Church Office	43,003.71	57,594.00
Committee and misc. expenses		
Adult RE	192.00	100.00
Caring committee	0.00	50.00
Committee on Ministries	0.00	50.00
Fellowship	134.72	0.00
Finance & Stewardship Committee	129.95	300.00
Kitchen Committee	0.00	150.00
Membership	10.99	100.00
Sights and Sounds	0.00	1,000.00
Social justice committee expense	0.00	100.00
Committee and misc. expenses - Other	32.10	
Total Committee and misc. expenses	499.76	1,850.00
Denominational affairs		
UJA Program	5,000.00	0.00
Denominational affairs - Other	0.00	5,000.00
Total Denominational affairs	5,000.00	5,000.00
Property and Maintenance		
Covid Supplies	504.30	500.00
Custodians	16,859.04	16,865.00
Electricity	4,528.86	6,590.00
Fuel	4,967.42	4,500.00
Grounds	3,223.84	3,500.00
Insurance	4,933.00	3,000.00
Maintenance Supplies	616.07	1,700.00
Pest Control	275.00	500.00
Repairs and Upkeep	2,418.95	5,500.00
Sonitrol [Building Security]	496.00	400.00
Water and sewage	7,651.00	4,200.00
Total Property and Maintenance	46,473.48	47,255.00
Total Operating Expenses	94,976.95	111,699.00
Other Program Expenses		
Child Care and Nursery	308.00	4,330.00
Employee health insurance	-9,106.89	0.00
Payroll Taxes		
Medicare	821.05	0.00
Social Security	3,510.72	0.00
Payroll Taxes - Other	0.00	7,784.00
Total Payroll Taxes	4,331.77	7,784.00
Worker's Compensation Insurance	681.00	1,250.00
Total Other Program Expenses	-3,786.12	13,364.00
Program salaries & related exp		
Ministerial costs		
Community Minister's expenses	520.00	500.00

U U Church Of Muncie
Income & Expense
July 2021 through June 2022

	Jul '21 - Jun 22	Budget
Community Minister stipend	2,007.85	2,680.00
Housing Allowance	11,462.50	15,300.00
Minister's Expenses	6,805.74	8,140.00
Minister's Insurance		
Minister's Disability Insurance	0.00	910.00
Minister's Insurance - Other	7,660.28	3,072.00
Total Minister's Insurance	7,660.28	3,982.00
Minister's Life Insurance	972.36	449.00
Minister's Pension	4,317.80	6,426.00
Minister's Salary	42,029.17	56,100.00
Payment in lieu of FICA	4,092.16	5,462.00
Sabbatical Expenses	2,004.00	500.00
Total Ministerial costs	81,871.86	99,539.00
Music and Worship		
Choir and music library	143.75	0.00
Choir Director	0.00	5,042.00
Guest Musicians	750.00	500.00
Music Director	10,374.67	8,806.00
Music Director Professional Exp	0.00	750.00
Pianist	0.00	3,639.00
Worship Associates		
Sights & Sounds	203.24	
Worship Associates - Other	3,840.60	4,695.00
Total Worship Associates	4,043.84	4,695.00
Total Music and Worship	15,312.26	23,432.00
Religious Education		
Coordinator of Youth Prog.	6,752.50	9,180.00
DRE's Compensation		
DRE health insurance	10,175.82	10,345.00
DRE Salary	24,995.77	33,364.00
Pension - DRE	1,874.34	2,973.00
DRE's Compensation - Other	-1,917.30	
Total DRE's Compensation	35,128.63	46,682.00
DRE's Expenses	794.09	2,500.00
O.W.L.	-530.00	0.00
Religious Education supplies et		
RE Curriculum	287.76	0.00
RE Snacks & Food	12.07	0.00
RE supplies	1,412.36	0.00
RE Worship	89.29	0.00
Religious Education supplies et - Other	2,084.83	5,650.00
Total Religious Education supplies et	3,886.31	5,650.00
Youth Groups	1,410.05	1,750.00
Total Religious Education	47,441.58	65,762.00
Total Program salaries & related exp	144,625.70	188,733.00
Savings due to COVID and other	0.00	-1,486.00
Total Expense	236,210.04	312,310.00
Net Ordinary Income	29,475.78	-10,266.00
Other Income/Expense		
Other Income		
Investment income-Restricted	4,324.45	0.00
Total Other Income	4,324.45	0.00

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Accrual Basis

U U Church Of Muncie
Income & Expense
July 2021 through June 2022

	<u>Jul '21 - Jun 22</u>	<u>Budget</u>
Other Expense		
Investment Exp. - Restricted	1,870.71	0.00
Total Other Expense	<u>1,870.71</u>	<u>0.00</u>
Net Other Income	<u>2,453.74</u>	<u>0.00</u>
Net Income	<u><u>31,929.52</u></u>	<u><u>-10,266.00</u></u>

U U Church Of Muncie
Income & Expense
 July 2021 through June 2022

	% of Budget
Ordinary Income/Expense	
Income	
Dedicated Offerings	174.5%
Fund raising & social activity	
Fund Raising	
Bazaar	67.5%
Fund raising - misc.	107.0%
Rummage sales	
Service Auction	30.0%
Total Fund Raising	79.9%
Social Activities	
Social Activities Income	0.0%
Total Social Activities	0.0%
Total Fund raising & social activity	75.1%
Investment income	
Capital gains realized	100.0%
Interest & Dividends	132.0%
Templar fund income	88.5%
Total Investment income	118.4%
Miscellaneous income	
Building use	50.0%
Miscellaneous income - Other	100.0%
Total Miscellaneous income	54.0%
Pledges & gifts	
20/21 Pledges & Gifts	100.0%
21/22 Pledges & Gifts	66.7%
22/23 Pledges & Gifts	
Loose Offerings	49.3%
Total Pledges & gifts	87.1%
Total Income	89.9%
Cost of Goods Sold	
Cost of Goods Sold	
Bazaar Expenses	307.6%
Dedicated Offerings disbursed	149.2%
Fundraising expense	94.1%
Service auction expenses	96.1%
Social Activities expenses	0.0%
Cost of Goods Sold - Other	
Total Cost of Goods Sold	135.6%
Total COGS	135.6%
Gross Profit	88.0%
Expense	
Investment Expenses	100.0%
Operating Expenses	
Church Office	
Accounting Services	117.8%
Copier expense	88.7%
Internet costs	97.9%
Medical Insurance - Office	68.5%
Office - general	
ACH Fees	68.8%
Miscellaneous Expenses	100.0%
Office equipment & software	55.9%

U U Church Of Muncie
Income & Expense
 July 2021 through June 2022

	% of Budget
Office supplies	100.0%
Postage	47.7%
Office - general - Other	1.2%
Total Office - general	68.4%
Office Administrator Payroll	74.9%
Pension - Office Administrator	63.1%
Professional Bookkeeper	74.9%
Telephone	106.0%
Unigram & Bulletins	6.2%
Web Services	110.7%
Total Church Office	74.7%
Committee and misc. expenses	
Adult RE	192.0%
Caring committee	0.0%
Committee on Ministries	0.0%
Fellowship	100.0%
Finance & Stewardship Committee	43.3%
Kitchen Committee	0.0%
Membership	11.0%
Sights and Sounds	0.0%
Social justice committee expense	0.0%
Committee and misc. expenses - Other	0.0%
Total Committee and misc. expenses	27.0%
Denominational affairs	
UJA Program	100.0%
Denominational affairs - Other	0.0%
Total Denominational affairs	100.0%
Property and Maintenance	
Covid Supplies	100.9%
Custodians	100.0%
Electricity	68.7%
Fuel	110.4%
Grounds	92.1%
Insurance	164.4%
Maintenance Supplies	36.2%
Pest Control	55.0%
Repairs and Upkeep	44.0%
Sonitrol [Building Security]	124.0%
Water and sewage	182.2%
Total Property and Maintenance	98.3%
Total Operating Expenses	85.0%
Other Program Expenses	
Child Care and Nursery	7.1%
Employee health insurance	100.0%
Payroll Taxes	
Medicare	100.0%
Social Security	100.0%
Payroll Taxes - Other	0.0%
Total Payroll Taxes	55.6%
Worker's Compensation Insurance	54.5%
Total Other Program Expenses	-28.3%
Program salaries & related exp	
Ministerial costs	
Community Minister's expenses	104.0%

U U Church Of Muncie
Income & Expense
July 2021 through June 2022

	<u>% of Budget</u>
Community Minister stipend	74.9%
Housing Allowance	74.9%
Minister's Expenses	83.6%
Minister's Insurance	
Minister's Disability Insurance	0.0%
Minister's Insurance - Other	249.4%
Total Minister's Insurance	<u>192.4%</u>
Minister's Life Insurance	216.6%
Minister's Pension	67.2%
Minister's Salary	74.9%
Payment in lieu of FICA	74.9%
Sabbatical Expenses	400.8%
Total Ministerial costs	<u>82.3%</u>
Music and Worship	
Choir and music library	100.0%
Choir Director	0.0%
Guest Musicians	150.0%
Music Director	117.8%
Music Director Professional Exp	0.0%
Pianist	0.0%
Worship Associates	
Sights & Sounds	
Worship Associates - Other	81.8%
Total Worship Associates	<u>86.1%</u>
Total Music and Worship	<u>65.3%</u>
Religious Education	
Coordinator of Youth Prog.	73.6%
DRE's Compensation	
DRE health insurance	98.4%
DRE Salary	74.9%
Pension - DRE	63.0%
DRE's Compensation - Other	
Total DRE's Compensation	<u>75.3%</u>
DRE's Expenses	31.8%
O.W.L.	100.0%
Religious Education supplies et	
RE Curriculum	100.0%
RE Snacks & Food	100.0%
RE supplies	100.0%
RE Worship	100.0%
Religious Education supplies et - Other	36.9%
Total Religious Education supplies et	<u>68.8%</u>
Youth Groups	<u>80.6%</u>
Total Religious Education	<u>72.1%</u>
Total Program salaries & related exp	<u>76.6%</u>
Savings due to COVID and other	<u>0.0%</u>
Total Expense	<u>75.6%</u>
Net Ordinary Income	<u>-287.1%</u>
Other Income/Expense	
Other Income	
Investment income-Restricted	100.0%
Total Other Income	<u>100.0%</u>

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Accrual Basis

U U Church Of Muncie
Income & Expense
July 2021 through June 2022

	<u>% of Budget</u>
Other Expense	
Investment Exp. - Restricted	100.0%
Total Other Expense	100.0%
Net Other Income	100.0%
Net Income	<u><u>-311.0%</u></u>

Unitarian Universalist Church of Muncie
Proposed Budget for 2022-23

	2021-2022	2022-2023	Difference
Income			
Pledges	\$ 278,074	\$ 286,000	\$ 7,926
Loose Offerings and Gifts	\$ 1,500	\$ 1,500	\$ -
Total Pledges & Gifts	\$ 279,574	\$ 287,500	\$ 7,926
Fundraising & Social Activity			
Service Auction	\$ 5,000	\$ 7,000	\$ 2,000
Bazaar	\$ 7,000	\$ 7,000	\$ -
Fundraising - Misc.	\$ 5,000	\$ 7,000	\$ 2,000
Income from Social Activities	\$ 1,100	\$ 1,100	\$ -
Total Fundraising & Social Activity	\$ 18,100	\$ 22,100	\$ 4,000
Investment Income			
Capital Gains Realized	\$ -	\$ -	\$ -
Interest & Dividends	\$ 1,620	\$ 1,620	\$ -
Templar Fund Income	\$ 5,100	\$ 5,100	\$ -
Total Investment Income	\$ 6,720	\$ 6,720	\$ -
Miscellaneous Income:			
Building Use	\$ 250	\$ 250	\$ -
Total Miscellaneous Income	\$ 250	\$ 250	\$ -
Designated Offerings	\$ 10,500	\$ 10,500	\$ -
Income Before Related Costs	\$ 315,144	\$ 327,070	\$ 11,926
Costs Related to Income			
Designated Offerings Disbursed	\$ 10,500	\$ 10,500	\$ -
Bazaar Expenses	\$ 500	\$ 600	\$ 100
Fundraising Task Committee Expenses	\$ 1,000	\$ 1,100	\$ 100
Social Activities	\$ 1,100	\$ 1,100	\$ -
Total Costs Related to Income	\$ 13,100	\$ 13,300	\$ 200
Income after Related Costs	\$ 302,044	\$ 313,770	\$ 11,726
Expenses:			
Program Salaries & Related Expenses:			
Ministerial Costs:			
Minister's Salary	\$ 56,100	\$ 56,100	\$ -
Housing Allowance	\$ 15,300	\$ 15,300	\$ -
Base Salary	\$ 71,400	\$ 71,400	\$ -

Payment in Lieu of FICA	\$	5,462	\$	5,462	\$	-
Minister's Pension	\$	6,426	\$	6,426	\$	-
Minister's Health Insurance	\$	2,496	\$	2,496	\$	-
Minister's Life Insurance	\$	449	\$	449	\$	-
Minister's Dental Insurance	\$	576	\$	576	\$	-
Minister's Disability Insurance	\$	910	\$	910	\$	-
Parental Leave Expenses	\$	-	\$	-	\$	-
Minister's Professional Expenses	\$	7,140	\$	7,140	\$	-
Moving Expenses	\$	-	\$	7,140	\$	7,140
Minister Conference	\$	1,000	\$	1,000	\$	-
Sabbatical Accrual	\$	500	\$	500	\$	-
Community Minister's Stipend	\$	2,680	\$	2,760	\$	80
Community Minister's Expenses	\$	500	\$	500	\$	-
Total Ministerial Costs	\$	99,539	\$	106,760	\$	7,220

Religious Education:

DLFD Compensation						
DLFD Salary	\$	33,364	\$	38,220	\$	4,856
DLFD Pension	\$	3,003	\$	3,440	\$	437
Total DLFD Compensation	\$	36,367	\$	41,660	\$	5,293
DLFD Expenses	\$	2,500	\$	2,500	\$	-
DLFD Health Insurance	\$	10,345	\$	10,345	\$	-
Coordinator of Youth Programming	\$	9,180	\$	-	\$	(9,180)
Religious Education Expenses	\$	5,650	\$	5,650	\$	-
Youth Group Expenses	\$	1,750	\$	1,750	\$	-
Total Youth Religious Education	\$	65,792	\$	61,905	\$	(3,887)

Music and Worship:

Worship Associates	\$	4,695	\$	4,695	\$	-
Music Director Salary	\$	8,806	\$	9,070	\$	264
Music Director Professional Expenses	\$	750	\$	750	\$	-
Choir Director	\$	5,042	\$	5,193	\$	151
Choir and Music Library	\$	-	\$	-	\$	-
Pianist	\$	3,639	\$	3,639	\$	-
Guest Musicians	\$	500	\$	500	\$	-
Total Music & Worship	\$	23,432	\$	23,847	\$	415

Other Program Expenses:

Child Care and Nursery	\$	4,330	\$	4,228	\$	(102)
Worker's Compensation	\$	1,250	\$	1,120	\$	(130)
Payroll Taxes	\$	7,786	\$	7,328	\$	(458)
Total Other Program Expenses	\$	13,366	\$	12,676	\$	(690)

Total Program Salaries & Related Expenses	\$	202,129	\$	205,188	\$	3,059
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Operating Expenses:

Church Office:

Office Administrator Salary	\$ 27,200	\$ 28,016	\$ 816
Professional Bookkeeper Salary	\$ 4,534	\$ 4,670	\$ 136
Office Administrator Health Insurance	\$ 9,283	\$ 7,100	\$ (2,183)
Office Administrator Pension	\$ 2,827	\$ 2,942	\$ 115
Postage	\$ 260	\$ 200	\$ (60)
Office Supplies and General	\$ 1,500	\$ 1,500	\$ -
ACH and Payment Fees	\$ 180	\$ 600	\$ 420
Future Computer Expense	\$ -	\$ 1,500	\$ 1,500
Office Equipment & Software	\$ 4,000	\$ 3,200	\$ (800)
Copier Expense	\$ 2,500	\$ 2,100	\$ (400)
Unigram & Order of Service	\$ 1,000	\$ 500	\$ (500)
Telephone	\$ 1,150	\$ 1,152	\$ 2
Internet Costs	\$ 900	\$ 900	\$ -
Web Services	\$ 260	\$ 260	\$ -
Accounting Services	\$ 2,000	\$ 2,780	\$ 780
Total Church Office	\$ 57,594	\$ 57,420	\$ (174)

Property and Maintenance:

COVID Supplies	\$ 500	\$ 500	
Custodians	\$ 16,865	\$ 16,865	\$ -
Electricity	\$ 6,590	\$ 6,590	\$ -
Equipment Purchases	\$ -	\$ 1,000	\$ 1,000
Fuel	\$ 4,500	\$ 4,500	\$ -
Grounds	\$ 3,500	\$ 3,500	\$ -
Insurance	\$ 3,000	\$ 5,100	\$ 2,100
Maintenance Supplies	\$ 1,700	\$ 1,700	\$ -
Solar Panel Inspection & Repair	\$ -	\$ 1,000	\$ 1,000
Pest Control	\$ 500	\$ 500	\$ -
Repairs and Upkeep	\$ 5,500	\$ 5,000	\$ (500)
Consumer Security Systems	\$ 400	\$ 600	\$ 200
Wastewater Fee	\$ -	\$ 1,800	\$ 1,800
Water and Sewage	\$ 4,200	\$ 2,000	\$ (2,200)
Total	\$ 47,255	\$ 50,655	\$ 3,400

Other Expenses:

Adult RE	\$ 100	\$ 100	\$ -
Committee on Ministries	\$ 50	\$ 50	\$ -
Caring Committee	\$ 50	\$ 50	\$ -
Fellowship Committee	\$ -	\$ -	\$ -
Sights and Sounds	\$ 1,000	\$ 1,000	\$ -
Social Justice	\$ 100	\$ 100	\$ -
Stewardship Committee	\$ 300	\$ 300	\$ -
Kitchen Committee, including coffee	\$ 150	\$ 150	\$ -
Publicity (Communications Com.)	\$ -	\$ -	\$ -
Membership	\$ 100	\$ 100	\$ -
Finance Committee (review)	\$ -	\$ 2,000	\$ 2,000
Denominational Affairs	\$ 5,000	\$ 5,000	\$ -

Savings due to COVID	\$	(1,486)	\$	-	\$	(1,486)
Total Other Operating Expenses	\$	5,364	\$	8,850	\$	514
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Total Operating Expenses	\$	110,213	\$	116,925	\$	3,740
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Total Expenses	\$	312,342	\$	322,113	\$	6,799
<hr/>						
Expenses in Excess of Income	\$	(10,298)	\$	(8,343)		
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UU Church of Muncie
Board Meeting: July 13, 2022
Minister's Report: Rev. Barbara Coeyman

Because I am on vacation time (actually packing and preparing to move), I cannot attend the July Board meeting. Here I offer in advance of the meeting some recommendations about governance leadership as this new Board begins its service to the UUCM congregation.

I want to review recommendations I have offered to many of you in other settings and contexts, my principal message being that the effectiveness of leadership in our congregations strongly correlates with learning and awareness about current best practices, especially as provided by denominational resources. Here I want to review a few resources for expanding your toolkit about Board service.

1. **Online educational materials:** In the past five years, the UUA has done created an amazing amount of very helpful online leadership materials, which can be studied both individually and by boards (and other groups) collectively. I remind you here of two websites, which can lead you into further exploration of other online connections:
 - <https://www.uua.org/leadership/programs> an overview for an overview of Leader Lab.
 - <https://www.uua.org/leadership/programs/board-training>; for a very helpful 12-part board training, such that a board might consider one “lesson” a month.

2. **Printed materials:** Some of you have already read portions of two of the standard references for congregational leadership. Please be reminded that copies of both are available in the UUCM office for short-term borrowing:
 - Dan Hotchkiss, *Governance and Ministry*, 2nd edition (2016), especially for two chapters on the work of the Board.
 - Keith Kron, Barbara Child, ed., *In the Interim*, 2nd edition (2017). While focused on transitioning ministry (interim and developmental) this volume includes many essays helpful to congregational life in any ministry context.

3. **Human resources:** UUCM is fortunate to have diverse and creative religious professionals at regional and national levels to support congregational leaders. These UUA staff can offer mentoring through programs such as Board Trainings, online webinars, small-group zoom check-ins, and much more. I refer you in particular to your connections in the Mid-America Region:
 - Rev. Lisa Presley (lpresley@uua.org) is UUCM's primary contact. Lisa is available by phone, email, zoom, and more, and has long experience as UUA Congregational Life staff and UU ministry. Lisa can probably address any question or request which comes her way.
 - Rev. David Pyle (dpyle@uua.org) is the current Lead for the Mid-America Region. I have worked with Rev. David in several previous ministries and vouch for his expertise in matters of church governance, as well as his facilitation of retreats and workshops on governance.

Finally, I have also attached to the email which includes this minister's report a copy of the agenda of the May 2022 Leadership Council meeting, for reminders about some of those best practices in leadership which I've tried to get the ball rolling on during my ministry.

I hope this brief review of resources is helpful for your on-going exploration of effective leadership in UU congregations. I wish UUCM all the best as you go forward.