

Unitarian Universalist Church Of Muncie
Minutes of the Board Of Trustees Meeting
Wednesday, June 8, 2022

Meeting called to order at 7:00 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 – Absent

Guests: Eleanor Trawick – President (Incoming)
Kirk Robey – President-Elect (Incoming)
Maggie Bartlett – Secretary (Incoming)
Bea Sousa

Approval of the June 8 Agenda, as amended.

No Dissention

Motion Passed

Approval of the May 11 Minutes.

No Dissention

Motion Passed

Treasurer's Report

The 2021-22 fiscal year appears as receipts will be near the budgeted amount and expenses will be less than budgeted. The result of this is that the congregation will end the year with an operating surplus as opposed to the budgeted deficit.

The Safety Deposit Box recovery and transfer is still in process.

Minister's Report & Discussion

Currently, the COVID protocol in the sanctuary is determined by the person in charge of the event. As we move into the Summer Service series, the leader of worship becomes the Worship Associate. Are the Board of Trustees and the Worship Associates comfortable with taking on the burden of this task?

Regarding the search for the DLF position. There are at least two interested candidates, however with no clear plan for the supervisory roles (Minister and/or Head of Staff) is identified. So, the hiring plan is difficult. The search has been headed by Rev. Barbara, however her time in the role of Interim Minister is quickly coming to an end and a new head of this search will need to be identified.

Reminder for continuing the process of mentoring and training for the incoming and continuing Board of Trustees members. There are many online resources available through the UUA and the Mid America Staff may be available to facilitate a Board Startup Retreat.

Look to a Volunteer Fair to develop more leadership through the Leadership Council in Late August or September.

Another appeal to create a plan for opening and securing the building, especially on Sundays. (Fiduciary Responsibility)

New Business

Introduction – Nominating Committee Appointment

The Board of Trustees will need to nominate a member to the Nominating Committee.

Introduction – Staff Office Security

The staff office in the Re Wing (Orange Room) was found breached, not by force, by key, and left in disarray after an event held at the church. The staff using this office felt that there was, additionally, a breach of boundaries and disrespect for their space.

Introduction – RE Teaching Age

Motion to make a one-time exception to the Policy and Procedure Manual to accept the recommendation of the Director of RE to allow an 18 year old person to teach the summer RE program.

Moved: Lisa

Second: Steve

Discussion –
Vote: Abstain –
No Dissent

Motion Passed

Introduction – Tech Update

The tech team of volunteers is shifting following this summer. Recruiting new members and confirming the point person for this role will need to be done.

The tech team has also identified that the current Zoom room management is cumbersome and utilizes a lot of volunteer time and effort. There is a sentiment to streamline the feed to use only one Sunday volunteer instead of two.

Possible look at this function as becoming a very limited part time (4-6 hours a week) paid position in the future.

Introduction – Coffee/Fellowship Time Update

There is a need for organization for the Coffee/Fellowship time management and implementation. Beas Sousa and others have taken this task on and plan on beginning serving the Coffee again following the First Sunday Service in August.

Old Business

Introduction – Ministerial Search Status

The Transitions Office at the UUA is still working on the ministerial transition for UUCM.

One idea that the UUCM Board of Trustees has suggested to the Transitions Office is the possibility to hire an “Executive Director” to oversee staff and coordinate Sunday Services in the case that a full-time minister is not identified. The Transitions Office is supportive of this concept, if needed. In this situation, the pastoral care of the congregation would be handled by Rev. Julia Corbett-Hemeyer.

Introduction – BoT Handoffs

The outgoing and transitioning Board Members are passing the position binders to their successors with notes for improved institutional memory and smooth transition.

Motion to remove from our Northwest Accounts, Ben Strack and Joe Kaplan, and Add Eleanor Trawick & N. Kirk Robey as of July 1, 2022.

Moved: Lisa

Second: Joe

Discussion –

Vote: Abstain –

No Dissent

Motion Passed

Consumer Security responsible parties will be Eleanor Trawick (President) and Lisa Cox (Next Nearest Board of Trustees to the location of the church.) The President is encouraging an update of the security system to include some video monitoring. (i.e. the outdoor storage sheds that have been breached previously)

Introduction – GA (General Assembly) Delegates

We have not received any direct interest.

Mary Robey is attending virtually and would be willing to serve as a Delegate.

Steve Chalk is attending virtually and would be willing to serve as a Delegate.

Introduction – Good Goodbyes

Planning for the transition of Rev. Barbara from our Interim Ministry to her new Interim Ministry.

We will need to complete the task of taking and framing the photo of Rev. Barbara for the collection of Minister's photos displayed on the sanctuary wall.

The Board has identified some ideas regarding farewell gifts.

Feedback From Process Observer(s)

Executive Session – No

Next Meeting: Opening Words – Lisa Cox, Closing Words – Lisa Cox

Process Observer – Ben Strack

Meeting Adjourned – 9:12 PM

Next Regular Meeting – July 13, 2022 – 7:00 PM (In-Person with Virtual Option)

Treasurer's Report June 2022:

Northwest Bank Balances as of 6/7/22:

Primary Checking Account Balance: \$65,756

Money Market Account Balance: \$7,890

Designated Fund Account Balance: \$14,293

Investment Accounts as of 6/7/22:

Crossley: \$67,296 — (Building Projects)

Ball Fund: \$101,933 — (General Funds)

Templar: \$248,725

Askren: \$14,589 — (RE)

1859 Account: \$76,726 — (Community Benefit)*

Piano Fund: \$8,510 — (Piano Maintenance)

Income and Expense for Fiscal Year through May 31, 2022

- Our pledges and gifts have brought in \$236,644; this is 92.3% of expected budget.
- Fund Raising total of \$ 11,381, 70.2% of expected budget
- Our Gross Profit was \$256,802; 92.6% of expected budget.
- Total expenses were \$228,624. 79.9% of expected budget
- There is a net income of: \$ 28,178 with expected income of \$ -8,910

Other Happenings:

- We will need a motion to remove Benjamin Strack and Joseph Kaplan as signatories at Northwest Bank and add Eleanor Trawick and Kirk Robey as of July 1, 2022.
- 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