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# Unitarian Universalist Church of Muncie

## Minutes of the Board of Trustees Meeting

### Tuesday, August 1, 2023

The UUCM Board of Trustees Meeting called to order at 7:05 PM by President Kirk Robey

#### In Attendance:

Board: Kirk Robey – President  
Eleanor Trawick – Past President  
Susan Bossung - President-Elect  
Lynn Hale – Vice President  
Jane Duckworth – Treasurer  
Maggie Bartlett – Secretary  
Joel Tishken- Minister

Guests present: Bruce Craig

Absent: None

#### Consent Agenda

**Approval of the August 1, 2023 Agenda, as amended**

*No Dissent*

*Motion Passed 6-0*

**Approval of the June 27, 2023 Minutes, as amended.**

*No Dissent*

*Motion Passed 6-0*

#### New Business

##### **Update on HVAC replacement**

Bruce Craig gave the BoT an update on the HVAC replacement project. Mr. Craig has been in contact with potential contractors and has received updated information regarding logistics. Mr. Criag reported that contractors have informed him that the electrical system of the church will need to be updated to have the capacity to support the green option. Mr. Craig explained the issues and possible solutions. BoT members asked questions and held discussion regarding Mr. Craig's report. Members agreed that due to overwhelming congregational response regarding a green option for HVAC replacement, the board's preference would be stay with the green option. Mr. Craig's reports are attached to these meeting notes.

A motion was made by Susan Bossung based on Mr. Craig's recommendation that UUCM select Coover's as the contractor to do the HVAC replacement and that the replacement be completed in stages.

The motion was Seconded by Jane Duckworth.

President Robey 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 UUCM select Coover's as the contractor to do the HVAC replacement and that the replacement be completed in stages.***

## **No Dissention**

### **Motion Passed 6-0**

#### **Minister's Report**

Rev. Dr. Joel Tishken gave his report to the UUCM Board of Trustees. Rev. Dr. Joel Tishken asked the BoT about our developmental goals and spoke about a goal of moving past “quarantine church” (getting people to break patterns developed during quarantine) and Joel’s annual theme of “Return Again.” Rev. Dr. Joel Tishken offered to work on goal language. Rev. Dr. Joel Tishken also proposed the idea of a UUCM engaging in “Purpose-based budget” which is something that gives the congregation a better idea of what budget dollars are spent toward. President Robey suggested that we research this. All members will read on the topic. There was discussion. We will also need to get Jesse Daniel a church Pcard.

*There was an EXECUTIVE DISCUSSION ITEM*

#### **Doing more with less vs. doing less with less**

Board members discussed the topic of doing more with less. The BoT discussed volunteers and how far we are stretched as a congregation. BoT members spoke on their experiences. Members spoke on different committees that are superfluous and that can be disbanded, leaving volunteers available for other tasks. Committee on Ministries and Leadership committee can go dormant for a time.

#### **Building use policy**

President Robey moved onto the next item on the agenda, the UUCM Building use policy. The Audubon Society would like to have a presentation with birds. BoT members were in favor of this. Securing the zoom equipment has been a matter of concern regarding building usage.

#### **Treasurer's Report**

Treasurer Jane Duckworth gave the Treasurer’s report for July of 2023. Her report is attached to these notes. There was discussion on tapping into lines of credit and/or accessing our various funds for the HVAC replacement.

#### **Financing the HVAC replacement & capital campaign progress**

President Robey moved onto the next item in the agenda, a discussion on financing the HVAC replacement and a report to the BoT on the progress of the capital campaign. Treasurer Jane Duckworth and President Robey reported on financing and capital campaign numbers. President Robey will talk with Interfaith Power and Light regarding possible grants and funding. The BoT may need to have an additional meeting to help write a grant proposal.

#### **Next unit in the UUA Leadership Training “[A Strange Partnership: Governance and Ministry](#)” (UUA)**

Was tabled until the September meeting. Vice President Lynn Hale will lead this meeting.

## **Plans for Board Retreat**

The BoT spoke about the idea of a board retreat for the purposes of getting to know each other better, revisiting the board covenant, reviewing the developmental goals, and setting BoT goals for the year. The Board Retreat was set for a full day retreat on September 23, 2023, from 10:00 am until 8:00 pm. President Robey will develop a retreat agenda and distribute it to members.

## **Old Business**

There was no old business on the agenda for this meeting.

## **CLOSING**

### **Review tasks to be completed this month:**

Rev. Dr. Joel Tishken will work on goal language for a post quarantine church goal.

All members will read on the topic of “purpose-based budget.”

Eleanor, Kirk and Jane will write thank you notes to people who pledged to the HVAC.

Kirk Robey and Jane Duckworth will meet to talk about HVAC Funding with Northwest .

Kirk will talk to Interfaith Power & Light about applying for a grant to help with HVAC funding.

Lynn Hale will lead discussion on “[A Strange Partnership: Governance and Ministry](#)” (UUA) during the September Meeting.

Kirk Robey will develop a retreat agenda and distribute it to members.

Kirk, Jane, and Susan will participate in meetings with the two potential electrical contractors when Bruce identifies them.

Next Meeting: Opening and Closing Words – Maggie Bartlett

Process Observer for September 5, 2023 meeting – Jane Duckworth

Feedback From Process Observer(s) None

Executive Session – YES

**Meeting Adjourned – 8:57 PM**

Next Regular Meeting – September 5, 2023 – 7:00 PM (In-Person with Virtual Option) \*\*\*\*\*

Respectfully submitted by:

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BoT Secretary

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Presiding Officer

# HVAC

## Green Option Problems

1. The electrical system of the church does not have the capacity to support the green option.
  - a) Dan Parker (Parker Electric) meet with Brad Coover (most likely contractor for the upgrade) to discuss the electrical needs of the HVAC system he proposed.
  - b) Brad gave him a breakdown of electrical demands for this project.
  - c) Dan met with me at church to examine our electrical system. Based on what he saw he felt we did not have enough electrical power for this proposal but needed to talk to his HVAC expert before giving me a final answer.
  - d) He got back to me yesterday and said we do not have enough electrical power for this project. He indicated that upgrading our system would cost from \$50,000 to \$100,000.
  - e) In addition, he brought up three heat pumps issues we should consider.
    - The first one being that heat pumps work well at 30 degrees, but below that do not. They would run full force and drive up our electrical cost. Adding a back-up heating system like a furnace or a boiler can eliminate this problem.
    - The second concern was that our church is not well sealed. We have single pane windows in the sanctuary, entrance doors that are not sealed, and there is not much insulation. Therefore, the pumps must work harder to maintain heat below 30 degrees.
    - The last one deals with getting the equipment we need. It could take us up to a year to get what we need.
2. What's next?
  - a) Decide on a contractor.
  - b) Work out a plan that uses heat pumps plus gas options.
  - c) Two options: boilers or furnaces

## **Treasurer's Report July 2023**

### *Northwest Bank Balances as of 6/30/23*

Primary Checking Account Balance: \$111,791

Money Market Account Balance: \$8,194

Designated Fund Account Balance: \$15,697

### *Investment Accounts as of (5/1/23) 6/30/23*

Crosley: (\$67,351) \$69,637 — (Building Projects)

Ball Fund: (\$102,070) \$105,452 — (General Funds)

Templar: (\$242,957) \$249,720

Askren: (\$14,225) \$14,635 — (RE)

1859 Account: (\$76,350) \$77,740 — (Community Benefit)

Piano Fund: (\$8,423) \$8,673— (Piano Maintenance)

### **Income and Expenses for 2022-2023 year to 6/30/23**

Pledges and gifts for the year to date: \$ 254,098

Fund Raising: \$23,354

Total Expenses for this fiscal year: \$ 223,905

### **Income and Expenses for 2023-24**

Pledges and gifts for 2023-24 to date \$76,794

### **Other Happenings:**

We will have a line item for the HVAC system set up in our accounts. Kirk will report on the amount pledged so far.