

# Unitarian Universalist Church of Bloomington, Indiana

*Seeking the Spirit, Building Community, Changing the World*



## Approved Board Minutes

May 15<sup>th</sup>, 2013

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**Attending:** Deb Hutton, John Lawson, Carol McCord, Kathleen Sideli, Drew Schrader, John Summerlot, Von Welch

**Not attending:** None.

**Ex-officio:** Reverend Mary Ann Macklin

**By invitation of the Board:** Barbara Child, Adrienne Summerlot

Submitted by Von Welch, Secretary

## **I. Call to Order**

Call to order by Kathleen Sideli, President, at 7:03pm

Changes to the agenda: Moved Staff report to start, re-scheduling of July Board meeting.

## **II. Chalice Lighting and Reading**

Chalice lighting and reading by Deborah Hutton.

## **III. Check-in**

Attendance and check-in.

## **IV. Consent Calendar**

### **A. Staff Report**

As an ongoing part of the process by the Board to stay abreast of Church staff activities, Adrienne Summerlot, Director of Religious Education (RE), provided a report on her role. She is contracted for 22 hours/week, reporting to Emily Leite. Some of her responsibilities and recent activities include:

- Developing and implementing RE curriculum that reflects congregational vision.
- Overseeing the Whole Lives program.
- Supervising the two RE assistants (who work 15-20 hours/week and 5-10 hours/week respectively) and 8 part-time child care workers who work 15 shifts/month.
- RE administration such as registration, budgets, PR, etc.
- The Summer RE program, “What makes you UU?” last summer, and “Passport to the world” this summer..
- Helping RE program and kids connect to service projects.
- Establishing inter-faith opportunities.
- Facilitate the RE committee, who plays a key role in helping recruit teachers and orchestrating teacher appreciations.
- Professional development, e.g. attended a workshop in Indy on ministering to 21st century child and 2 DRE cluster meetings.

Some notes from subsequent discussion:

- She attempts to schedule classes to help attendance at the early and late services stay balanced.
- She has been tracking RE attendance more formally in the past year. A big drop off from Spring as opposed to Fall has been noted, but is unexplained.

(John Summerlot arrived on Adrienne's departure.)

## **B. Approval of April 2013 Board Minutes**

Motion: Approve the April 2013 Board of Directors Meeting minutes by Deb Hutton. Seconded by Drew Schrader. Vote: Approved unanimously.

Rev. Child asked to be added to the Board email list to receive minutes and agendas. No objection was raised.

## **C. Minister's Report**

Reverend Macklin reporting.

She is preparing for facilitating a UU district women's retreat at Waycross Retreat Center this weekend

She is handling the transitions involved with the departure of Nicholas Dold in June, Shari Woodberry and her campus ministry assistant, and Rev. Breeden's retirement.

She continues to prepare for her own sabbatical and delegation of her Executive Minister duties. She is working with John Lawson to shift \$2k to cover some of Emily Leite's time to handle some of her executive minister duties such as attending Board meetings, and meeting with the Board President and Vice-President.

She mentioned that while the Adult RE was performing satisfactorily, it could be improved with some attention. She also noted that Leadership Cultivation needs to focus more attention on identifying potential leadership early - keeping track of people "who could do things in a couple of years."

## **V. Discussion Calendar**

### **A. Old Business**

#### **1. Stewardship Results to date**

Deferring to Budget Update.

#### **2. Timeline for Ministerial Evaluation**

The Board scheduled an hour meeting to complete the Ministerial Evaluation, started with Rev. Macklin's report in March, before the June 12<sup>th</sup> Board Meeting (at 6pm). This will be a closed meeting.

#### **3. Budget Update**

John Lawson, Treasurer, presented 3 potential 2013-14 budgets to the Board with 5%, 7.5%, and 10% increases respectively. He noted that we currently have \$474,443 in pledges, a 3.5% increase from last year, with some more regular pledges pending, and he anticipates the total to be about a 7.5% increase from last

year. John expects to ask the congregation to approve the 7.5% budget with authorization for the Board to make minor changes.

The Board discussed how to present the budget information at the congregational meeting, in particular with the transition of staff from the old package system to now being paid with distinct benefits. The Board agreed the benefits should be grouped separately from salary (and housing in the case of the Ministers) to make it clear what is benefits and what is salary.

John also presented Financial Committee April 28<sup>th</sup> report in paper form. He noted the committee had some discussion about employees who didn't need health insurance no longer getting the funds for that now that we are transitioning from the package system. The Board agreed this changed with the transition away from the package system and is more equitable to staff and is more in keeping with other employment situations. He also mentioned upcoming changes within the UUA that would allow for more employee contributions to their retirement funds in January.

He mentioned he would be unable to attend the congregational meeting but would provide two charts, one laying out expenses by functional area and one with expenses by mission area.

## **B. New Business**

### **1. Congregational Meeting Planning**

Kathy Sideli had provided the board with a draft agenda electronically ahead of the meeting. The Board discussed the agenda, made minor corrections and determined specific tasks that needed to be done along with their presenters.

Rev. Child agreed to help explain the Interim Minister role. Related to this, she presented the Board with a copy of her newly published book "In the Interim" regarding Interim Ministry.

### **2. Board Training Planning**

The Board decided to provide training to the incoming Board members prior to the Board Meeting in July at 6pm. (Note subsequent move of this meeting to July 10<sup>th</sup>.)

### **3. Leadership Cultivation Slate**

The Leadership Cultivation Committee has a slate of four Board members; bios will be in the next Prologue.

### **4. Working Group for Rev. Breeden's transition to Emeritus status**

Rev. Macklin proposed the Board form a Minister Emeritus working group to work with Bill on his transition. She proposed three members for the group, but suggested that Rev. Breeden be given the chance to provide input on the membership.

Deb Hutton agreed to write a proposed charge for the working group and will bring it back to the Board at the June meeting.

## **5. Rescheduling the July Board Meeting**

Von Welch requested the July Board meeting be rescheduled from July 17<sup>th</sup> to July 10<sup>th</sup> so he can attend the MidWest Leadership School (<http://www.mwls.org/>). The Board agreed to move the meeting.

## **VI. Executive Session**

The board met in executive session at 8:57pm.

## **VII. Adjournment**

Motion to Adjourn by John Summerlot, and seconded by Carol McCord. Vote: approved unanimously. The meeting adjourned at 9:38pm.

AGENDA  
 May 15, 2013, 7:00 p.m.  
**UU Church of Bloomington, Board of Directors**  
*Seeking the Spirit, Building Community, Changing the World*

<u>Time</u>	<u>Topic</u>	<u>Reporting</u>
7:00 p.m.	I. Call to Order/ <b>Welcome*</b> Attendance/ Determination of Quorum	Kathleen Sideli, President
	II. Chalice Lighting/Reading	Deb Hutton
	III. Check-in	
7:15	IV. Consent Calendar A. Approve April 2013 minutes B. Staff Report C. Minister's Report	All Adrienne Summerlot Reverend Macklin
7:30	V. Discussion Calendar A. Old Business 1. Stewardship Results to date 2. Timeline for Ministerial Evaluation 3. Budget Update	John Lawson
8:00	B. New Business 1. Congregational Meeting Planning 2. Board Training Planning 3. Leadership Cultivation Slate 4. Working Group for Rev Breeden's transition to Emeritus status	All All Carol McCord Reverend Macklin
8:45	1. Executive Session	
8:55	VI. Check-out	All
9:00	VII. Adjourn	Kathleen Sideli

*The primary role of the Board shall be to care for the temporal and spiritual health of the congregation. The Board shall set policy with end objectives and executive limitations, and shall monitor compliance.*

Distribution:

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