

# Unitarian Universalist Church of Bloomington, Indiana

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



## Board Minutes

December 18, 2013, 7:00 p.m.

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**Attending:** Deb Hutton, Kathleen Sideli, Drew Schrader, Abby Gitlitz, Von Welch, Arzetta Hultz-Losensky, Doug Cauble

**Ex-officio:** Reverend Emily Manvel Leite, Reverend Mary Ann Macklin

Submitted by Abby Gitlitz, Secretary

## **I. Call to Order**

Call to order by Kathleen Sideli, President, at 7:02

Changes to the agenda: None

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

Chalice lighting and reading by Drew.

## **III. Check-in**

Attendance and check-in.

## **IV. Consent Calendar**

### **A. Approval of Minutes**

Motion by Von: Approve the November 2013 Board of Directors Meeting minutes.

Seconded by Drew. Vote: approved unanimously.

### **B. Minister's Report**

**Emily Leite**

The staff was immersed in holiday preparation including Thanksgiving, Hanukkah, Solstice, music Sunday, etc.

This year dates for the intergenerational service, procession of gifts and the music service were changed and it proved more successful. In the future this new schedule will be continued.

The staff continues with the "21<sup>st</sup> Century church" program learning about technology and social media. Staff are now looking at pintrest and seeing how that can work for the church.

The first two events celebrating Reverend Breeden, a sing along and the Women's Alliance event, were both very successful. A calendar for the remaining six months of his tenure is moving forward. The goal is to consolidate events.

Leadership cultivation will NOT be offering training this spring due to the large number of events already scheduled.

Reverend Leite stated that she will not put herself up for consideration for the new minister search.

## **V. Discussion Calendar**

### **A. Old Business**

#### **1. Congregational Meeting Wrap-up All**

There were more questions this year than last year and most of them were regarding the ministerial transition. Both the board and congregants provided answers.

Motion by Deb: Approve the December Congregational Meeting minutes.  
Seconded by Arzetta. Vote: approved unanimously.

#### **2. Minister Emeritus Working Group Deb Hutton**

MEWG met with Bill and Glenda Breeden to emphasize that MEWG is there to support both of them. Glenda will need to redefine her role at the church both as Bill's partner and on her own.

MEWG meets once a month. On Jan 24, 2014 MEWG will meet with the Board, the ministers and Reverend Laurie Proctor, the "Saying Goodbye" workshop leader, for an informal event.

Jan 25 MEWG is hosting a "Saying Good-bye" workshop that will deal with Bill's leaving in particular and leave taking in general.

#### **3. Internal Audit Report Arzetta Hults Losensky**

The finance committee has postponed the internal audit to January. Once Arzetta has the report she will give it to the Board. She would like to continue with the plan to have an external audit in May, even though the Board Policies state we should have the internal and external audits in the different years.

### **B. New Business**

#### **1. UUA Retirement Plan (action item) Emily Leite**

1. The UUA has published new guidelines for retirement plans for UU staff. Arzetta will work with the staff to determine what make sense for the staff as a whole and staff individually
2. The board is required to ratify the final decision made by the staff regarding their retirement plan choices by June 1<sup>st</sup>.

#### **2. Monitoring**

##### **a) III. A-E Governance Process**

The governance process is working well, particularly the new definitions of roles of the CFO, treasurer, and staff.

<http://www.uubloomington.org/uucb/govt/boardpolicies2013.pdf>

***b) IV.A-D Management Team Relationship-Direct inspection by the Board of effectiveness of the Board-Executive Minister Relationship***

Things worked surprisingly well during Reverend Macklin's absence and that clarified how well the ministerial team has worked together as a group and with the staff and Board. For the duration of her sabbatical, all of the work that Reverend Macklin does was delegated. During her sabbatical she realized that much of that delegation should be permanent. However she would like to increase the number of meetings she has with staff.

***c) Facilities use.***

Generally who can use the church is determined by policies; specifically it is approved by the ministers or administrator. For groups that might be highly controversial it might be brought to the Board or the Congregation.

***d) Leonard Lundin's SPF funds.***

Social Justice (Hall), in consultation with Reverend Macklin, is deliberating on how to best repurpose the Lundin SPF funds and will bring forward a recommendation for approval by the congregation.

**3. Ministerial transition process All**

The Board will meet with Keith Kron, UUA Director of Transitions, Jan 4. This will be a chance for the Board to educate him about the church and to ask him questions about the transition process.

***a) Finalize Interim Selection Committee***

The committee will consist of board members Abby Gitlitz, Drew Schrader and Von Welch, and Reverend Mary Ann Macklin. This committee will be entrusted with making decisions on behalf of the Board. This committee will make a recommendation of interim minister to the Board for approval.

Motion by Doug: To affirm the committee as stated above.

Seconded by Deb. Vote: approved unanimously.

The committee would like to have as much information as possible to bring to Keith on Jan 4 regarding what we can offer an interim minister. However, we will also rely on him to tell us if our expectations, based on what we currently know, are unreasonable.

**4. Board meeting dates 2014 All**

Jan 8, Feb 19, Mar 26, April 16, May 21, June 18

## **VI. Executive Session**

The board met in executive session at 9:03.

## **VII. Adjournment**

Motion to Adjourn by Von, and seconded by Drew. Vote: approved unanimously.

The meeting adjourned at 9:05.

Upcoming announcements: 12/22: Von 12/29: Kathy 1/5: Doug 1/12: TBD