

# Unitarian Universalist Church of Bloomington, Indiana

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



## Board Minutes

July 16, 2014

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<b>V. EXECUTIVE SESSION 8:54 PM</b>	<b>5</b>
<b>VI. ADJOURNMENT 9:03 PM</b>	<b>5</b>

**Attending:** Kathleen Sideli, Von Welch, Arzetta Hulst-Losensky, Ann LeDuc, Doug Cauble, Pat Brantlinger

**Not attending:** Deb Hutton

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

Submitted by Ann LeDuc, Secretary

## **I. Call to Order 7:06 pm**

Call to order by Kathleen Sideli, President.

Changes to the agenda: None

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

Chalice lighting and reading by Von Welch.

## **III. Check-in**

## **IV. Main Meeting**

### **A. Approval of June 2014 Board Minutes**

Motion by Von: To approve the June 2014 Board of Directors meeting minutes.

Seconded by Arzetta.

Vote: approved unanimously.

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

**Reverend Mary Ann Macklin**

Staff and lay leaders will meet with Doug Wadkins July 21<sup>st</sup>-31<sup>st</sup> to share insights and experiences regarding UUCB.

Reverend Macklin, Adrienne Summerlot and Carol Marks have formed a committee that will plan staff in-services and identify workshops of value to staff.

Drew Schrader, Mary Boutain and Reverend Macklin will identify and enroll in religious fundraising educational opportunities.

Forest Gilmore will be preaching this Sunday. Emily Manvel-Leite will also be available during the service.

Guest ministers have already indicated they will not be applying for our vacant called minister position and should not be approached regarding that position, as per UUMA guidelines regarding an 'empty pulpit.' The congregation is being reminded of this as guest ministers preach.

### **C. Old Business**

#### **1. Minister Emeritus Report**

**Deb Hutton**

Skipped due to absence of Deb Hutton.

#### **2. Budget Update**

**Arzetta Hults-Losensky**

Deferred to Monitoring.

**3. Activities: Potluck and Columbus visit All**

There will be a potluck dinner for board members and their families at Ruth Aydt and Von Welch's home on July 26<sup>th</sup> at 6:00 PM.

Several board members will attend the Unitarian Universalist Congregation of Columbus Indiana on July 27<sup>th</sup>. Their service begins at 10:00 AM. Carpool arrangements will be organized at the potluck on the 26<sup>th</sup>.

**D. New Business**

**1. Congregational Meeting Minutes (vote) All**

Motion by Doug Cauble: To approve the June 2014 Congregational Meeting minutes. Seconded by Von.

Vote approve unanimously.

Next Congregational meeting will tentatively take place on December 14<sup>th</sup>.

**2. Interim Minister update Reverend Mary Ann Macklin**

Doug Wadkins, the interim minister, is currently on vacation. He is now using his uubloomington.org email address.

**3. Minister report on goals for 2013-14 Reverend Mary Ann Macklin**

See attached document for Executive Minister Goals 2013-2014 and how those were met. They are organized according to Board Policies.

Board members and lay leaders are encouraged to attend "Inter-cultural Competency: Who Are Our Neighbors," a workshop on October 24<sup>th</sup> and 25<sup>th</sup> in Louisville.

Mark Hicks offers anti-racism workshops. It may be beneficial to employ him in the future.

The Board of Directors will continue to collaborate with the Stewardship Committee.

The strategy for leadership cultivation as will be considered by this year's Leadership Cultivation Committee was discussed.

Molly O'Donnell and Rhonda Baird are now co-chairs of the Building and Grounds Committee. This change should be communicated widely to the congregation in order to minimize the need for redirecting questions and concerns.

Libby De Voe and Clark Miller are the current chairs of the Planned Giving Committee.

This is the first full year that we have documented how the Ends Statements are fulfilled.

The Ramadan dinner is a great community building event. More people attended this year than last. An Indian group is considering having their Diwali celebration at the church in October.

A new set of goals will be presented in December.

#### **4. Future board meeting dates**

**All**

As a result of scheduling conflicts the following dates have been set for upcoming board meetings:

August 21<sup>st</sup>

September 24<sup>th</sup>

October 22<sup>nd</sup>

November 12<sup>th</sup>

#### **5. General Assembly (GA) Debriefing**

**Von Welch**

See attached General Assembly Report and UUA Transition Office Search Committee Orientation.

Von attended the UUA Transition Office Search Committee Orientation workshop. This workshop is offered at GA every year. Search Committee members should be encouraged to attend this workshop next year.

Reverend Macklin noted it is more cost effective to attend workshops offered by the Center for Congregations, than to attend GA. Attendance of Center for Congregations workshops should be encouraged as an alternative to GA attendance. An exception will be in 2016, when GA will be in Columbus, Ohio. As a result of the proximity to UUCB, a larger group could attend this GA, driving and housing together to reduce costs. In addition to the reduced cost, this would be an opportunity to build community among congregants.

#### **6. Monitoring**

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

*II. Financial Planning.*

*Written report provided by Senior Minister.*

*Required exhibits: Five-Year Capital Plan*

See attached 2014-2018 Capital Plan- presented by Arzetta Hults-Losensky.

*II. Financial Condition:*

*Written report provided by the Senior Minister,*

*Required exhibit: Statement of cash flow*

See attached 2013-2014 Operating Budget, Revenue and Expenses - as of June 30, 2014, and Balance Sheet- presented by Arzetta Hulst-Losensky.

We are still receiving a considerable amount of last year's pledges. An effort will be made to uncover why pledges were not paid on time. We need to examine what percent of last year's pledges have not been paid.

Although the low budget was passed previously, there is still an expectation that there will be budget shortfalls this year unless late pledges come in.

Last year we had a greater increase in total pledges. This year we had fewer people pledging, but the pledge amounts were larger.

An update on the Stewardship campaign would be appreciated, by September.

*IV.A-D: Direct inspection by Board of effectiveness of the Board – Senior Minister Relationship*

Reporting structure for the Interim Minister, Doug Wadkins, needs to be established with his input. He could report to Reverend Macklin. Reverend Macklin could make personnel suggestions to the board as needed. There may be times when Doug is invited to board meetings. Doug could make reports to the board at every other board meeting. He will be asked to attend the August and September board meetings, then attend every other board meeting in the months following.

**V. Executive Session 8:54 pm**

The board met in executive session at 8:54.

**VI. Adjournment 9:03 pm**

Motion by Doug: To adjourn.

Seconded by Deb.

Vote: approved unanimously.

The meeting adjourned at 9:03 PM.

**Reverend Mary Ann Macklin**  
**Executive Minister Goals 2013-2014**  
**Unitarian Universalist Church of Bloomington**

**Seeking the Spirit**

We have a meaningful liberal religious experience which includes:

1. A rich diverse worship life

*Goal: Addition of a Worship Artist in Residence to assist Music Director Susan Swaney; creating another layer of experience to our worship lives. MAM: Creating diverse ways, in collaboration with Sue, to utilize this person. Also, advocate for an Interim who brings rich, diverse ways of doing worship.*

2. Compassionate pastoral care

*Goal: Work with Caring Committee Chair to create support for: 1) those experiencing grief and 2) those caring for aging parents. Also, train small group of lay leaders who are willing to offer pastoral care.*

3. Life long opportunities for spiritual growth through religious practice, leadership roles, and community action

*Goal: Institutionalize a weekly meditation practice (already started on this). Create Theme Based Ministry to begin in January and find ways for various aspects of the congregation to connect to that theme, reflect upon it, as part congregational life. Also, aid congregation its process of celebrating Reverend Breeden's retirement and creating process of honorable closure as part of our congregational life. Also, remind and model for congregation that a sense of humor and having fun is as important to the spiritual life of a community as the serious stuff.*

4. Knowledge of denominational and congregational history and traditions

*Goal: Encourage Barbara Child's continued sharing of her expertise in this area. Also cultivate usage of UUA materials through library, book table and Adult Religions Education. Continue work with our Historian to complete his book on our congregation's history which includes overall Unitarian Universalist history as well.*

**Building Community**

1. We have a policy of nondiscrimination we welcome all and are supportive of people of all ages, races, gender, sexual orientation, abilities, education, and politics.

*Goal: Explore ways to embody issues of diversity education within our congregation. Also, take steps to connect and collaborate with interfaith religious leaders outside of our congregation, including conservative faith communities, when possible.*

2. We are generous with our time, talent, and resources.

*Goal: Work with Communications Chair and A-team to update web-site as a means to continually demonstrate how we are, indeed, generous with our time, talent and resources. Continue work with Board regarding Sustainable and Fair Compensation. Encourage Board to institutionalize its participation with Stewardship Committee. Also,*

*encourage expanded vision of 25% plate recipient.*

3. We actively encourage shared ministry and lay leadership.

*Goal: Work closely with Leadership Cultivation to create a clearer strategic plan in this area, including a grid for future leadership candidates. Connect Chalice Circle leaders with Theme Based Ministry.*

4. We responsibly manage our staff, resources, and facilities.

*Goal: Create a Human Resources Advisor position and work closely with that person. Also gain clarity regarding the new role of Chief Financial Officer in relation to the Treasurer and develop practical knowledge of how to utilize both responsibly for the best outcome. Create new Building and Grounds position and appoint lay leader (this latter part is done). Also, become more intentional re staff development and continued connection with Center for Congregations. Also, to work closely with Planned Giving to create and celebrate a strong planned giving spirit in this congregation.*

## **Changing the World**

We are leaders in our community and world.

1. We are committed to social justice and equality for all people.

*Goal: Work with social justice chair to update social justice structure and policies to fit this ever growing area. Also, encourage addition of family oriented social justice activities with help from Heartland District.*

2. We advocate against prejudice, injustice, and oppression of any person or group. *Goal: A-Team in-service in this area.*

3. We work with other congregations and institutions with shared values and goals.

*Goal: Encourage A-Team to create paths of connection. Also, connect with District UU clergy around climate change and other issues which we might collaborate on.*

4. We work with the Unitarian Universalist Association and the Heartland District. (when do we add “MidAmerica Region” here )

*Goal: Work with Heartland District Executive re being proposed satellite site for first Regional Meeting in April. Also, support the newly developing Regional structure and keep Board informed. Also, explore timing of possible Intern.*

5. We help heal the earth.

*Goal: Continue work with and support of Green Sanctuary lay leadership. Explore possible district network of Unitarian Universalist Congregations. Also, resurrection of Earth Celebrational, All Congregational, Intergenerational, UU Retreat for May of 2014.*

Next page: Sabbatical Goals

**Sabbatical Goal: Attend Twelve Day In-Depth Leadership Training with Angeles Arrien for Professional Development and to discern the rest of my sabbatical.**

Description: The In-Depth Residential Program provides integration and deeper character work, by utilizing cross-cultural tools and practices, which develop inter-relational skills and enhance effective communication with self and others. Each program format focuses on self-trust, self-responsibility and a commitment to compassionate service. This work requires shifting the allegiance from fear and pride to the full expression of our gifts and talents to make a meaningful contribution to families, organizations and communities. Practices for cultivating patience, compassion and flexibility will be integrated with additional skills to increase effectiveness in leadership, teamwork, and creative problem solving. Communication and conflict resolution skills are taught with an emphasis on personal and professional responsibility and accountability.

Each program includes a Wilderness Experience. Research demonstrates that solo time in Nature for 3 days and 2 nights provides a significant healing and transformative experience for anyone from adolescence throughout adulthood. Ideal for people in transition, or for those who want to increase their personal and professional effectiveness.

To compliment my interest in this program, the following are Characteristics of Healthy Congregations from the UUA web-site. These characteristics are what I nurture as a leader:

- **Healthy congregations focus on mission.** Mission helps mobilize the energy of the community; if the congregation isn't focused on mission, it will focus on its past, its budget, problems or something else.
- **Healthy congregations focus on challenge.** Most congregations go under-challenged, but are like people who feel better when they exercise. Congregations sometimes need to create small challenges, and meet them with successes and good outcomes.
- **Healthy congregations focus on strengths.** Congregations need to stop trying to recover old strengths they no longer have, but to focus on those they *do* have. This means building up options; feeling trapped without options builds anxiety.
- **Healthy congregations manage conflict.** It is almost impossible to change without crisis. In one study cited, those congregations that were able to change had strong pastoral leadership, laity with a high level of education and/or a willingness to learn, and were willing to bear conflict. Where change did not occur, there was always an aversion to conflict.
- **Healthy congregations see clarity.** These congregations have clear boundaries, have defined what is acceptable and unacceptable behavior, and are willing to confront when needed.



National congregational consultant Peter Steinke offers ten principles of healthy congregations. A version of this list is also in his book, *Healthy Congregations*.

- Health is not a static condition. Health is defined in a context and that may change.
- It is okay to be sick and to have some anxiety. Both sickness and health are adaptations to changing environments.
- Medicines and physicians themselves do not heal. That which helps during sickness is that which gets the patient's own powers going.
- Agents of disease are not the causes of disease. Diseases need host cells and environments which allow them to thrive.
- All illness is bio-psychosocial. Beliefs are part of an interlocking system, and everything is connected. A congregation, like a person, can be depressed: there is no joy, no spirit. A healthy congregation needs elements of joy and good spirit.
- Pay attention to small conditions before they grow. Delaying action does not mean that the problem is managed. Steinke clarifies that delay is distinguished from slow process; the latter means that communication is happening; the former is when you're operating as if there's no problem.
- Everybody is different.
- To solve problems, you can't just get rid of "bad blood" (an old medical myth). The body needs to increase blood flow to ailing parts of the body; so too congregations need feedback loops for health. The human body has incredible communication avenues, and so should the congregation. "You can't overinform" in the church, said Steinke.
- Health requires proper breathing and tone, which Steinke likened to "good spirit" in the congregation.
- The brain is an incredible pharmacy, more than a computer. In a congregation, leadership directs so much. Leadership has to function well for a body or congregation to function well; good leadership is not reactive, not anxious, and not afraid.

Of note, I had the pleasure of studying with Peter Steinke for an extended weekend retreat while serving First Unitarian Society in Madison, WI.

Peace, Mary Ann

# Report on General Assembly

July 16th Board Meeting

Von Welch

- GA Online from UUA *[edited to add July 17th]*
  - <http://www.uua.org/ga/virtual/2014/index.shtml>
- See also David Keppel's report in the last Prologue
  - <http://www.uubloomington.org/uucb/prologue/pdfdocs/140707w.pdf>
- Over 4000 attendees and 1500 delegates. Five from UUCB (Bill Breeden, Shari Woodbery, Pat Brantlinger, David Keppel, Von Welch).
- UUA has \$1.3 million shortfall due to large donors failing to come through.
  - <http://www.uuworld.org/news/articles/296022.shtml>
- Divestment business resolution passed
  - <http://www.uuworld.org/news/articles/296156.shtml>
  - Special Purposed Fund Committee is discussing.
- UUA Common Endowment Fund (CEF)
  - <http://www.uua.org/uucef/>
  - Aggregated endowments of ~150 UU congregations managed by UU Finance committee
  - Have mentioned to SPF for discussion.
- UUA Transition Office Search Orientation
  - See [separate notes under Resources/Ministerial Transition](#) in Google Drive
  - Was a good summary of what we have learned so far from various interactions with UUA staff.
  - Annual event.
  - Suggest that some subset of Search Committee attends next year.
- The GA chose "Escalating Inequality" as our new social justice Congregational Study/Action Issue. UUA staff will develop a study guide and in 2017 the denomination will adopt a Statement of Conscience.
- Approved bylaw language making Regions equivalent to Districts
  - Observation that there was some opposition to this that I believe was a combination of anxiety around the change and discomfort as to what a Region is.
- Miscellaneous observations:
  - Andy Burnette elected to UUA Board
  - Very impressed with the overall GA governance process and acumen of Jim Keys

# UUA Transition Office Search Committee Orientation

Presented by Keith Kron in conjunction with GA

June 28th, 2014

Notes by Von Welch

Materials provided: [Search Calendar](#)

Will post video of orientation on [UUA TO website](#). They do this workshop every year. *[Von's opinion: we should make sure some subset of our search committee attends the next one at Portland GA.]*

Contact UUA Transitions Office (TO) at [transitions@uua.org](mailto:transitions@uua.org)

## General Advice

Be honest about conflicts/imperfections of congregation. Putting forward only the positive picture is likely to mislead and result in a short settlement.

Only interim ministers (IMs) are trained in how to leave. IMs provide pastoral support for search committee (SC) and serve as a resource for prospective ministers.

Four phases of transition:

1. Minister announces departure.
2. Congregation engaging in transitional work (usually through an IM)
3. Search process
4. New minister arrives. Trust is built between new minister and congregation. This phase is often overlooked.

Better to do things well than quickly.

## Formation of Search Committee

Ministerial settlement representative (MSR) will talk with board about how to form SC. Most important aspect is election of people congregation will trust. Example from an 800 member congregation: call every member and ask for members they would trust. A group of 20 people emerged. Of that 20, 12 were interested and willing. They prepared bios and the board oversaw a vote. Top 4 vote getters were elected. The board then assessed what facets of the congregation were not represented and selected 3 from the remaining 8 candidates for diversity and representation. Note that none of the 7 knew if they were elected or selected.

Caveats regarding SC composition:

- No staff.
- Highly discourage spouses of staff.
- Discourage board members and spouses.
- Every SC member should have a private email address (not shared with spouse).
- Discourage couples - is a red flag of lack of active members or a concentration of power.

## Other Board Activities

- Create budget for SC.
  - Total budget expected to be \$8-10k.
  - Covers a retreat, survey, pre-candidate (ideally with spouses) and candidate visits.
- Board needs to approve compensation package and agreement.
  - **Most important factor is compensation.**
  - TO will ask for compensation calculation to be submitted for sanity check.
  - Two options for salary and housing: offer single value or range. Encourage \$5-8k range. More realistic the better. Ministers will see high end, congregations the low end.
  - Any nickel and dining has consequences.
- Board selects negotiating team, with one member of SC, others who understand ministry to some degree.
  - Careful of selecting accounting/financial specialist - can assume too much of candidate.
- Develop recommended contract - TO has sample contract which is highly encouraged. Explain deviations.
  - Standard contract assumed, and lack of explanations is a red flag.

## Search Committee Process

General advice: Encourage SC to seek help for non private tasks - e.g. creating web site, doing survey.

First step is to meet with MSR. Self study period. Survey the congregation. Email Margaret for tech details. TO has a stock survey. SC encouraged to modify to suit their needs. Consider people who cannot use computer. Small meetings with congregation and staff. Amount of diversity in congregation is often surprising.

It was noted that UUMA has means to share stories of congregations in search.

Last year (2013-14) 15 more congregations in search than ever before, less ministers than before. Normally 10 ministers interested in each congregation.

Hosting Beyond Categorical Thinking workshop is expected. Helps with biases. Need to avoid ministers being seen as single issue ministers. Makes SC less anxious of calling a minister of marginalized identity. Should happen before pre-candidate meetings. Trainer will be provided by TO or district/region at small cost to congregation (\$300). Workshop takes a weekend morning or afternoon. If congregation has had a workshop recently (last five years), they can get away with not doing again. Survey can demonstrate need for workshop.

Ministers encouraged to have video or audio online to allow for SC assessment.

Congregation might have existing record in settlement system (system since 1998). Can contact TO for existing username and password. (System truncates password at 8 characters.)

Should be honest in record, better place than in packet; packet is public and can create more friction in congregation. Much longer than IM application.

Google "uu ministerial search packet" for examples; congregations getting creative. Should be website, more and more doing public site (can be private) - **after approval from MSR!** What makes for an outstanding packet? Accurate, faithful, pictures, brought congregation to life, human element, videos, RE, list of things recommended in settlement handbook. Use technology well. Want minister to dream about serving congregation. Keep everything one click away - simple and clean.

Transition time is good time to check church website for out-of-date or inaccurate content.

Names of interested ministers not released until after January 1. Ministers may tailor their materials to a congregation.

Not found a minister yet who doesn't use the web, but should have print packet for congregation members who don't.

Do not consider ministers who don't want to use the settlement system - have 5-6 ministers who try to go outside the system. TO filters ministers with known problems.

Selection process:

1. January 2: get list of names.
2. Whittle down to potential pre-candidates.
3. Tell ministers who are out of contention asap (don't need to explain why).
4. Phone or Skype interview with each viable candidates - try to do the same with all.
  - a. Question for pre-candidate: are they doing homework about you? Are they getting picture? Are they interested?
5. SC sets up neutral pulpits.
  - a. Similar size and far enough away to minimize change of congregation showing up.
  - b. Ideally similar theologically.
  - c. Do not use home congregation of candidate.
  - d. Can use other denominations if needed (e.g. Hawaii).
  - e. Select pulpits before candidates.
  - f. Withdrawing candidates responsible for filling pulpit.
  - g. Schedule in middle of process ideal (Feb to Mar).
  - h. Really want all SC members there.
  - i. Video/online is not a substitute.
6. Select pre candidates.
  - a. Three pre-candidates is common.
  - b. Do not get hopes set on one individual.
  - c. Question is: could this person be a minister for our congregation?
  - d. Do not rank until after pre candidate visit
7. Arrange visits by pre-candidates
  - a. Schedules should be the same for each pre candidate: Friday dinner. Saturday interview and tour of Church. Tour of Community. Saturday dinner. Sunday neutral pulpit and lunch.
  - b. Include spouse if possible, they are often key.
  - c. Stay at hotel or B&B, ideally with kitchen. Not at member home.
  - d. Meet with other ministers (not staff) and emeritus.

- e. Can and should stay in touch after weekend.
8. Select Candidate (or not)
  - a. Go through pre-candidates and decided yes or no for each.
  - b. Then order pre-candidates to ask.
  - c. Ask first if still interested. Go down list.
  - d. Do not get desperate and go into no's. Better served by declaring unable to find and doing an additional year of search. SC should either carry on out be completely reformed - don't carry over part of SC (continue with one less might be OK, do not replace a single member or replace mid search). On failed vote for candidate, reform the SC.
  - e. Better to be agreed than to have different views. E.g. better with all SC members giving a B+ than 6 A's and a C. Outlier will lead ouster down the road.
  - f. References - ask before asking about unlisted references. References after pre candidating.
9. Candidating week.
  - a. Saturday night meeting with SC and board.
  - b. Manageable schedule.
  - c. Vote, second Sunday, should be 90% or even 95%. [Von: Our bylaws say 80%, is that an issue? Keith: No, minister won't accept anything less than 90%.]
10. Misc:
  - a. Do not announce until contact worked out, background check (Oxford documents - says take four weeks but usually much quicker).

If you don't call a minister:

- Doing twice a year settlement now.
- Timing is such you can negotiate with IM to stay after determining search needs another year. IM will discuss with Keith if it is best.

## CAPITAL PLAN 2014-2018

### Items of Note:

1. The savings from utilities [i.e. credits on electric bill] were \$990 from January to June 2014 and over \$2,000 since their installation, mid-May 2013 to mid-June 2014.
2. We saved 50% of greenhouse gases from May 2013 to May 2014 compared to 2010. We will receive national recognition from Interfaith Power & Light as a Cool Congregation.
3. Develop an annual painting schedule and include this in the operating budget. Show interior and exterior painting projects in separate categories. Will need a mechanism in place to identify funds in the Building Maintenance line that are dedicated to painting.
4. The Grounds and Building committee and the Finance committee need to meet early in the budget process to determine current year projects and necessary funding.

### Priorities for FY 2014-2015:

[Approximate cost for this year's projects is \$8,000]

1. Install ice bars on roof. Estimate \$1,200. (Prevents ice from falling off the roof.)
2. Upper hallway, up to the children's library, including the restroom corridor: Install carpeting, rubber base, transitions and noses at stairs. \$1,300. The carpet for this has been purchased and is at the church. Target date: July 26, 2014.
3. Rebuild upstairs bathroom partitions, replace locks, and replace 3 toilets in upstairs bathrooms. Cost: \$500 plus \$1,410. Install linoleum in the upstairs bathroom at the same time. Cost: \$1,600. The bathrooms downstairs can wait.
4. Exterior painting: Cement board siding needs to be painted this year. Also paint the ADA sidewalk. (Need to obtain a quote. Price is approximately \$1,000-1,500.)
5. Cedar Fence: Apply protective, non-toxic coating. The cedar fence was installed 3 years ago. Cost: will obtain.
6. Install permanent solar panel sign. Cost: will obtain. (Est. \$1,000). Also install exterior sign directing weekday visitors to the office entrance.

### Additional Items on Maintenance Plan:

1. Seal office wing windows.
2. Downstairs Restrooms: Replace toilet partitions, flooring and base. Install dual flush WC's. Cost Estimate: \$ 6,800.
3. Add storms to the skylights in Commons.
4. Replace old incandescent and fluorescent bulbs with LEDs. Savings from the utility credits will be used to replace old bulbs with LED's. (Est.\$500) Some to be done in FY2014-15.
5. Paint the Meeting room. Cost: approximately \$1,200. (MO: note this is labor est. only)
6. Replace carpeting in upstairs offices and classrooms room. (Est. \$8,000)
7. Add carpeting to the work room (room 204).
8. Replace carpet in meeting room. Approximate cost: \$10,000.
9. Parking lot striping. Cost is approximately \$750. Include \$800 in budget at least every third year.
10. Interior signage. (Need estimate; up to \$600 could come from operating budget)

11. Install Memorial Garden sign. (Est. \$385) Claire Robertson said SPF fund would pay for this.



**UU Church of Bloomington, Indiana, Inc.**  
**Profit & Loss Budget vs. Actual**  
 July 2013 through June 2014

	Jul '13 - Jun 14	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
2014 Pledges & Grants - Cmtd	457,436.75	508,598.00	-51,161.25
2014 Pledges & Grants - New	10,175.00	3,000.00	7,175.00
Bazaar	7,678.56	10,000.00	-2,321.44
Facilities Use Fees	7,472.00	6,100.00	1,372.00
Interest Income	0.00	50.00	-50.00
Investment Income	2,518.04	2,000.00	518.04
Kroger-Marsh Fundraiser	8,000.00	8,000.00	0.00
Miscellaneous	5,253.61	1,200.00	4,053.61
Other Fundraising	2,681.25	1,000.00	1,681.25
Prior Year Pledges	41,933.37	10,000.00	31,933.37
Sunday Plate Offering	32,127.32	26,000.00	6,127.32
Talent Auction	13,722.93	11,000.00	2,722.93
<b>Total Income</b>	<b>588,998.83</b>	<b>586,948.00</b>	<b>2,050.83</b>
<b>Expense</b>			
<b>CAMPUS-YOUNG ADULT MINISTRY</b>			
Campus-Young Adult Mnstry Prog	198.41	1,000.00	-801.59
Campus Ministry Coordinator	572.50	3,300.00	-2,727.50
Payroll Taxes- Camp Min staff	51.76	252.00	-200.24
<b>Total CAMPUS-YOUNG ADULT MINISTRY</b>	<b>822.67</b>	<b>4,552.00</b>	<b>-3,729.33</b>
<b>CHILDCARE</b>			
Childcare Wages	7,403.68	9,413.00	-2,009.32
Taxes-payroll	567.16	720.00	-152.84
<b>Total CHILDCARE</b>	<b>7,970.84</b>	<b>10,133.00</b>	<b>-2,162.16</b>
<b>COMMITTEES</b>			
Adult Religious Education	53.04	325.00	-271.96
Aesthetics	113.52	600.00	-486.48
Board	517.88	500.00	17.88
Caring	223.19	750.00	-526.81
Celebrations	1,036.42	1,200.00	-163.58
Chalice Circles	1,463.07	1,010.00	453.07
Communications	160.20	300.00	-139.80
Earth Kin	0.00	100.00	-100.00
Hospitality	1,752.33	2,000.00	-247.67
Leadership Cultivation	1,222.28	3,000.00	-1,777.72
Library	0.00	200.00	-200.00
Membership	358.34	400.00	-41.66
<b>Social Justice</b>			
Monroe Co United Min Contrib	200.00	200.00	0.00
Social Justice Funds Contrib	1,200.00	1,200.00	0.00
UUSC Contribution	492.00	492.00	0.00
Social Justice - Other	783.44	1,700.00	-916.56
<b>Total Social Justice</b>	<b>2,675.44</b>	<b>3,592.00</b>	<b>-916.56</b>
Stewardship	1,962.02	3,000.00	-1,037.98
Sunday Services	38.76	490.00	-451.24
Welcoming Congregation	0.00	100.00	-100.00
X New Committee Seed Money	0.00	200.00	-200.00
<b>Total COMMITTEES</b>	<b>11,576.49</b>	<b>17,767.00</b>	<b>-6,190.51</b>
<b>DENOMINATIONAL</b>			
MidAmerica Annual Mtg Delegates	560.00	1,630.00	-1,070.00
MidAmerica Region Annual Dues	11,316.00	11,316.00	0.00
UUA Annual Program Fund	29,400.00	28,536.00	864.00
UUA Conference Support	3,454.36	3,800.00	-345.64
<b>Total DENOMINATIONAL</b>	<b>44,730.36</b>	<b>45,282.00</b>	<b>-551.64</b>
<b>MINISTRY (A)-MACKLIN</b>			
Housing Allowance	18,000.00	18,000.00	0.00
Salary	51,500.00	51,500.00	0.00
Section 125 Plan	3,500.00	3,500.00	0.00

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**UU Church of Bloomington, Indiana, Inc.**  
**Profit & Loss Budget vs. Actual**  
 July 2013 through June 2014

	Jul '13 - Jun 14	Budget	\$ Over Budget
<b>Total MINISTRY (A)-MACKLIN</b>	73,000.00	73,000.00	0.00
<b>MINISTRY (B)-BREEDEN</b>			
Housing Allowance	18,000.00	18,000.00	0.00
Salary	36,800.04	36,800.00	0.04
Section 125 Plan	5,199.71	5,200.00	-0.29
<b>Total MINISTRY (B)-BREEDEN</b>	59,999.75	60,000.00	-0.25
<b>MINISTRY (C)-BENEFITS</b>			
<b>Executive Minister-Macklin</b>			
Insurance	5,013.42	5,000.00	13.42
Professional Expenses	5,500.00	5,500.00	0.00
Retirement Plan	6,949.92	6,950.00	-0.08
<b>Total Executive Minister-Macklin</b>	17,463.34	17,450.00	13.34
<b>Minister-Breedon</b>			
Insurance	4,607.94	4,000.00	607.94
Professional Expenses	3,500.00	3,500.00	0.00
Retirement Plan	5,479.92	5,480.00	-0.08
<b>Total Minister-Breedon</b>	13,587.86	12,980.00	607.86
<b>Total MINISTRY (C)-BENEFITS</b>	31,051.20	30,430.00	621.20
<b>MINISTRY (D)-OTHER</b>			
Pulpit Supply & Other Ministry	627.72	1,650.00	-1,022.28
Sabbatical-Search Fund	7,000.00	7,000.00	0.00
UU Staff Health Insurance Resrv	570.00	570.00	0.00
<b>Total MINISTRY (D)-OTHER</b>	8,197.72	9,220.00	-1,022.28
<b>MUSIC</b>			
Children's Choir Director	1,700.00	1,700.00	0.00
Music Dir Section 125	5,313.84	5,313.84	0.00
Music Director	14,726.16	14,726.16	0.00
Music Honorarium	1,000.00	1,000.00	0.00
Pianist	7,150.00	8,100.00	-950.00
Piano Maintenance	0.00	300.00	-300.00
Program/Spec Events/Substitutes	3,435.58	3,400.00	35.58
Taxes-payroll	1,750.08	2,283.00	-532.92
<b>Total MUSIC</b>	35,075.66	36,823.00	-1,747.34
<b>OFFICE</b>			
Admin Insurance	6,302.39	6,303.00	-0.61
Admin Prof Expenses	1,299.80	1,300.00	-0.20
Admin Retirement Plan	3,150.00	3,150.00	0.00
Admin Salary	31,500.00	31,500.00	0.00
Admin Section 125 Plan	2,336.00	2,336.00	0.00
Admin Taxes-Payroll	2,409.84	2,410.00	-0.16
Auditor	1,000.00	1,000.00	0.00
Database Maintenance	1,584.00	2,320.00	-736.00
Membership Coordinator	0.00		
Membership Coordinator ProfExp	153.24	500.00	-346.76
Membership Coordinator Salary	13,249.92	13,250.00	-0.08
Multimedia Specialist	4,060.60	4,312.00	-251.40
Office Assistant	10,845.62	12,376.00	-1,530.38
Office Expenses	18,559.22	20,500.00	-1,940.78
Other Payroll Taxes	2,183.51	2,290.00	-106.49
Staff Development	775.28	1,000.00	-224.72
Worship Supplies/Expenses	599.86	500.00	99.86
<b>Total OFFICE</b>	100,009.28	105,047.00	-5,037.72
<b>PLANT</b>			
Building Maintenance	14,484.80	13,000.00	1,484.80
Custodial Carpet Cleaning	475.00	2,500.00	-2,025.00
Custodian Payroll Tax	1,307.42	1,301.00	6.42
Custodian Salary	16,260.00	16,260.00	0.00
Custodian Sect 125 Plan	700.00	700.00	0.00

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**UU Church of Bloomington, Indiana, Inc.**  
**Profit & Loss Budget vs. Actual**  
 July 2013 through June 2014

	<u>Jul '13 - Jun 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Custodian Substitute Wages	818.14	750.00	68.14
Equipment Reserve	9,865.00	9,865.00	0.00
Grounds	752.85	1,000.00	-247.15
Housekeeping Supplies	2,807.22	2,800.00	7.22
Insurance	7,610.50	6,704.00	906.50
Long Term Maintenance Rsrv	5,300.00	5,300.00	0.00
Mortgage	36,284.28	36,284.00	0.28
Snow Removal	3,793.67	1,200.00	2,593.67
Sound Equipment Reserve	1,800.00	1,800.00	0.00
Utilities	17,300.00	17,300.00	0.00
<b>Total PLANT</b>	<b>119,558.88</b>	<b>116,764.00</b>	<b>2,794.88</b>
<b>RELIGIOUS EDUCATION</b>			
DRE Professional Expenses	933.48	1,005.00	-71.52
DRE Salary	22,130.00	21,630.00	500.00
DRE Taxes-Payroll	1,693.05	1,655.00	38.05
MRE Housing	12,700.08	12,700.00	0.08
MRE LTD Insurance	279.06	276.00	3.06
MRE Professional Expenses	1,538.31	1,600.00	-61.69
MRE Retirement Plan	2,755.92	2,756.00	-0.08
MRE Salary	15,352.64	14,855.00	497.64
RE Assistants	11,288.88	12,792.00	-1,503.12
Taxes- Payroll RE Assts	860.74	979.00	-118.26
YRE Program	5,242.18	5,510.00	-267.82
YRUU Program	754.73	900.00	-145.27
YUUMS Program/OWL Program	1,145.77	1,200.00	-54.23
<b>Total RELIGIOUS EDUCATION</b>	<b>76,674.84</b>	<b>77,858.00</b>	<b>-1,183.16</b>
<b>Total Expense</b>	<b>568,667.69</b>	<b>586,876.00</b>	<b>-18,208.31</b>
<b>Net Ordinary Income</b>	<b>20,331.14</b>	<b>72.00</b>	<b>20,259.14</b>
<b>Other Income/Expense</b>			
Other Expense			
Ask An Accountant	-33,715.87		
<b>Total Other Expense</b>	<b>-33,715.87</b>		
<b>Net Other Income</b>	<b>33,715.87</b>	<b>0.00</b>	<b>33,715.87</b>
<b>Net Income</b>	<b>54,047.01</b>	<b>72.00</b>	<b>53,975.01</b>

**UU Church of Bloomington, Indiana, Inc.**  
**Profit & Loss Budget vs. Actual**  
 July 2013 through June 2014

	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
2014 Pledges & Grants - Cmtd	89.9%
2014 Pledges & Grants - New	339.2%
Bazaar	76.8%
Facilities Use Fees	122.5%
Interest Income	0.0%
Investment Income	125.9%
Kroger-Marsh Fundraiser	100.0%
Miscellaneous	437.8%
Other Fundraising	268.1%
Prior Year Pledges	419.3%
Sunday Plate Offering	123.6%
Talent Auction	124.8%
<b>Total Income</b>	<u>100.3%</u>
<b>Expense</b>	
<b>CAMPUS-YOUNG ADULT MINISTRY</b>	
Campus-Young Adult Mnstry Prog	19.8%
Campus Ministry Coordinator	17.3%
Payroll Taxes- Camp Min staff	20.5%
<b>Total CAMPUS-YOUNG ADULT MINISTRY</b>	<u>18.1%</u>
<b>CHILDCARE</b>	
Childcare Wages	78.7%
Taxes-payroll	78.8%
<b>Total CHILDCARE</b>	<u>78.7%</u>
<b>COMMITTEES</b>	
Adult Religious Education	16.3%
Aesthetics	18.9%
Board	103.6%
Caring	29.8%
Celebrations	86.4%
Chalice Circles	144.9%
Communications	53.4%
Earth Kin	0.0%
Hospitality	87.6%
Leadership Cultivation	40.7%
Library	0.0%
Membership	89.6%
Social Justice	
Monroe Co United Min Contrib	100.0%
Social Justice Funds Contrib	100.0%
UUSC Contribution	100.0%
Social Justice - Other	46.1%
<b>Total Social Justice</b>	<u>74.5%</u>
Stewardship	65.4%
Sunday Services	7.9%
Welcoming Congregation	0.0%
X New Committee Seed Money	0.0%
<b>Total COMMITTEES</b>	<u>65.2%</u>
<b>DENOMINATIONAL</b>	
MidAmerica Annual Mtg Delegates	34.4%
MidAmerica Region Annual Dues	100.0%
UUA Annual Program Fund	103.0%
UUA Conference Support	90.9%
<b>Total DENOMINATIONAL</b>	<u>98.8%</u>
<b>MINISTRY (A)-MACKLIN</b>	
Housing Allowance	100.0%
Salary	100.0%
Section 125 Plan	100.0%

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**UU Church of Bloomington, Indiana, Inc.**  
**Profit & Loss Budget vs. Actual**  
 July 2013 through June 2014

	<u>% of Budget</u>
<b>Total MINISTRY (A)-MACKLIN</b>	100.0%
<b>MINISTRY (B)-BREEDEN</b>	
Housing Allowance	100.0%
Salary	100.0%
Section 125 Plan	100.0%
<b>Total MINISTRY (B)-BREEDEN</b>	100.0%
<b>MINISTRY (C)-BENEFITS</b>	
<b>Executive Minister-Macklin</b>	
Insurance	100.3%
Professional Expenses	100.0%
Retirement Plan	100.0%
<b>Total Executive Minister-Macklin</b>	100.1%
<b>Minister-Breedden</b>	
Insurance	115.2%
Professional Expenses	100.0%
Retirement Plan	100.0%
<b>Total Minister-Breedden</b>	104.7%
<b>Total MINISTRY (C)-BENEFITS</b>	102.0%
<b>MINISTRY (D)-OTHER</b>	
Pulpit Supply & Other Ministry	38.0%
Sabbatical-Search Fund	100.0%
UU Staff Health Insurance Resrv	100.0%
<b>Total MINISTRY (D)-OTHER</b>	88.9%
<b>MUSIC</b>	
Children's Choir Director	100.0%
Music Dir Section 125	100.0%
Music Director	100.0%
Music Honorarium	100.0%
Pianist	88.3%
Piano Maintenance	0.0%
Program/Spec Events/Substitutes	101.0%
Taxes-payroll	76.7%
<b>Total MUSIC</b>	95.3%
<b>OFFICE</b>	
Admin Insurance	100.0%
Admin Prof Expenses	100.0%
Admin Retirement Plan	100.0%
Admin Salary	100.0%
Admin Section 125 Plan	100.0%
Admin Taxes-Payroll	100.0%
Auditor	100.0%
Database Maintenance	68.3%
Membership Coordinator	
Membership Coordinator ProfExp	30.6%
Membership Coordinator Salary	100.0%
Multimedia Specialist	94.2%
Office Assistant	87.6%
Office Expenses	90.5%
Other Payroll Taxes	95.3%
Staff Development	77.5%
Worship Supplies/Expenses	120.0%
<b>Total OFFICE</b>	95.2%
<b>PLANT</b>	
Building Maintenance	111.4%
Custodial Carpet Cleaning	19.0%
Custodian Payroll Tax	100.5%
Custodian Salary	100.0%
Custodian Sect 125 Plan	100.0%

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**UU Church of Bloomington, Indiana, Inc.**  
**Profit & Loss Budget vs. Actual**  
 July 2013 through June 2014

	<u>% of Budget</u>
Custodian Substitute Wages	109.1%
Equipment Reserve	100.0%
Grounds	75.3%
Housekeeping Supplies	100.3%
Insurance	113.5%
Long Term Maintenance Rsrv	100.0%
Mortgage	100.0%
Snow Removal	316.1%
Sound Equipment Reserve	100.0%
Utilities	100.0%
<b>Total PLANT</b>	<b>102.4%</b>
<b>RELIGIOUS EDUCATION</b>	
DRE Professional Expenses	92.9%
DRE Salary	102.3%
DRE Taxes-Payroll	102.3%
MRE Housing	100.0%
MRE LTD Insurance	101.1%
MRE Professional Expenses	96.1%
MRE Retirement Plan	100.0%
MRE Salary	103.3%
RE Assistants	88.2%
Taxes- Payroll RE Assts	87.9%
YRE Program	95.1%
YRUU Program	83.9%
YUUMS Program/OWL Program	95.5%
<b>Total RELIGIOUS EDUCATION</b>	<b>98.5%</b>
<b>Total Expense</b>	<b>96.9%</b>
<b>Net Ordinary Income</b>	<b>28,237.7%</b>
<b>Other Income/Expense</b>	
Other Expense	
Ask An Accountant	
<b>Total Other Expense</b>	
<b>Net Other Income</b>	<b>100.0%</b>
<b>Net Income</b>	<b><u><u>75,065.3%</u></u></b>

**UU Church of Bloomington, Indiana, Inc.**  
**Balance Sheet**  
 As of July 8, 2014

	Jul 8, 14
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Chase Operating Checking	196,628.27
Petty Cash	200.00
Vanguard Wellington-UU	50,790.71
<b>Total Checking/Savings</b>	247,618.98
<b>Other Current Assets</b>	
Eq-Capital Reserve Fund	303.24
For Accountant to Reconcile	13,038.16
Operating Endowment - Wellgtn	50,790.71
Search Fund	5,716.00
TSound Eq Replacement	2,978.56
<b>Total Other Current Assets</b>	72,826.67
<b>Total Current Assets</b>	320,445.65
<b>Fixed Assets</b>	
Green Spaces Building Project	-5,227.54
<b>Total Fixed Assets</b>	-5,227.54
<b>TOTAL ASSETS</b>	<b>315,218.11</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
<b>Payroll Liabilities</b>	
403b Retirement Plan	-1,560.00
County Withholding	4.03
Medicare	13.21
Social Security	38.24
State Withholding	13.71
Payroll Liabilities - Other	1,221.22
<b>Total Payroll Liabilities</b>	-269.59
T2014-15 Prepaid Pledges	27,540.32
TAll-Church Retreat Schol Fund	186.18
TAnti-Racism Work	520.50
TARE	736.79
TAudit Savings	1,000.00
TBooktable	2,538.80
TCD Cash-in, July 2011	36,099.96
TChalice Coffeehouse	293.74
TChalice Lecture Series	1,065.41
TChildren's Task Force	828.56
TDenom Affairs	1,060.39
TFeed Our Hungry Neighbors	1,212.53
TFuture Growth	11,862.80
TGEN	7,432.26
TGreen Maintenance & Eq	31,219.20
TGreen Sanct Global Climate Chg	2,415.73
TGreen Spaces Initiative	54,488.18
TGroc Card Fundraiser	1,814.96
TGroundskeeping	990.79
THabitat	10,699.59
THomelessness Task Force	1,167.62
THope for Prisoners	180.81
TInt'l Outreach Task Force	2,929.30
TKey	1,006.05
TKitchen	979.20
TMemorial Svc Contributions	2,750.86
TMin Disc-Interim Minister	910.44
TMin Disc-Senior Minister	2,529.80
TMUSIC	167.07

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**UU Church of Bloomington, Indiana, Inc.**  
**Balance Sheet**  
**As of July 8, 2014**

	<u>Jul 8, 14</u>
TOutreach & Campus Ministry	1,133.93
TPrison Ministry Fund	300.00
TPublicity	165.39
TRainbow Rights Task Force	437.20
TRepro Justice Task Force	287.51
TSabbatical Fund	241.90
TSeder	321.49
TSnow Removal Reserve	5,000.00
TSocJustice	34,101.12
TTech Grant	597.57
TUU Staff Health Ins Fund	-298.85
TWomens District Conference	551.26
TWoody Guthrie Apr 07	492.60
TWorship	500.00
TYRE	821.83
TYRUU	-397.59
TYUUMS	522.02
<b>Total Other Current Liabilities</b>	<u>251,135.63</u>
<b>Total Current Liabilities</b>	<u>251,135.63</u>
<b>Total Liabilities</b>	<u>251,135.63</u>
<b>Equity</b>	
2009 & Earlier Accum OPER	13,896.32
2010 OPER (0910)	-28,482.33
2011 OPER (1011)	7,762.50
Opening Balance Equity	79,177.22
Unrestricted Net Assets	-8,271.23
<b>Total Equity</b>	<u>64,082.48</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>315,218.11</u></u>