

Unitarian Universalist Church of Bloomington, Indiana

Seeking the Spirit, Building Community, Changing the World

Approved **Board** Minutes

October 18, 2017



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Board members attending: Von Welch, Steven Gilbert, Michelle Monroe-Cook, Pat

Brantlinger, Sandra Churchill, Sharon Wiseman, Hans Kelson (Youth Liaison)

Not attending: Helmut Hentschel

Present by invitation of the Board:

Ministers attending: Reverends Mary Ann Macklin and Scott McNeill

Submitted by: Steven Gilbert

Documents attached:

1. Reports to the Board (Michelle Monroe-Cook)
2. Senior Minister's Report (Reverend Mary Ann Macklin)
3. Youth Liaison Position Description (Michelle Monroe-Cook, Hans Kelson)
4. Proposed Bylaw Changes (Von Welch)
5. Statement of Cash Flow (Sandy Churchill)
6. Social Justice CON Sanctioning Letter (Reverend Leite)

I. Call to Order (Michelle Monroe-Cook)

Michelle called the meeting to order at 7:02 p.m. A quorum of members was present.

II. Chalice Lighting and Reading (Steven Gilbert)

III. Check-in

IV. Approval of the Minutes (Steven Gilbert)

Motion to approve the September minutes by Steven, seconded by Pat, was approved unanimously.

V. Senior Minister's Report (Reverend Macklin)

See attached Senior Minister's Report.

VI. Old Business

1. Right Relations Committee (Von Welch)

Formation of the RRC is in progress. See attached Reports to the Board.

2. Finance Committee (Sandy Churchill)

Sandy recommended Ruth Sanders be added to the Finance Committee. Motion by Sharon to approved the recommendation was seconded by Michelle and approved unanimously by the board. Committee is now established per the bylaws and meetings have begun.

3. Stewardship Committee (Von Welch)

Committee is formed and will begin meeting early next year. See attached Reports to the Board.

4. Youth Board Liaison Definition (Michell Monroe-Cook)

Motion by Michelle to approve the position description for the youth liaison to the board (attached; see also Reports to the Board) was seconded by Sandy was approved unanimously by the board.

5. Bylaw Changes for December Congregational Meeting (Von Welch)

Motion by Von to endorse the proposed bylaw changes (attached) for presentation to the congregation for approval in December was seconded by Sharon and approved unanimously by the board.

6. Board Retreat (Rev. McNeill)

Board retreat will be held at Sandy Churchill's home on November 18th, agenda and facilitators to be finalized by Reverend McNeill.

VII. Monitoring (per Board Policies, Section V)

1. Statement of Cash Flow (Sandy Churchill)

Statement of cash flow presented by Sandy (attached). Cash flow finances are about where they should be at this point in the year.

2. Report from "Coffee with the Board" (Michelle Monroe-Cook)

Michelle reported there was conversation and interest in this activity, though conversation was more of a personal nature than related to board business. Helmut and Hans joined in the conversation as well.

3. Any Observations to Share

Discussion centered upon how to assess users' reactions to livestreaming and the impact of livestreaming on plate collections. Creating a link for plate donations by livestreamers is being looked into. Possibility of a virtual membership program as offered by Tulsa UU was touched upon. Talk then turned to the possibility of a regular (weekly or monthly?) congregational readings of the mission statement during services. An alternative suggested was to project the mission statement at the beginning of each service. Also mentioned was the needed to be sure the start services on time for benefit of livestreamers as current clocks may not be accurate.

VIII. New Business

1. Board Representative to LCC (Von Welch)

Von moved that Michelle take his place as the board member serving on the LCC (See reports to the Board, attached). Steven Seconded. Motion was unanimously approved by the Board.

2. Youth CON Sanctioning (Michelle Monroe-Cook)

Motion by Steven to approve the Social Justice CON Sanctioning Letter submitted by Reverend Leite (attached) was seconded by Pat and approved by the Board. (See Reports to the Board, attached).

3. RE-visioning (Michelle Monroe-Cook)

The RE-Visioning team requested board feedback on the education updates they provide in the Friday Updates and Prologue: The board supports the updates and encourages the Re-V team to continue providing them.

4. December Congregational Meeting Logistics (Von Welch)

Discussed defining and presenting a 2018-19 Stewardship goal to be decided upon at November board meeting, questions were raised concerning the nature of such a goal (attainable or something greater to aspire to). Reverend Macklin will work with the Stewardship Committee on how to move forward on this issue.

Several action items are presented FYI in the Reports to the Board (attached) to be completed prior to the December 10 congregational meeting. As several board members are new, Von will review the roles of the various board members in setting up and conducting this meeting.

5. November Meeting Date and Time Change

Several board members including Von cannot meet on the normal scheduled date. The November Board Meeting will be held from 2 to 4 p.m. following the Board Retreat on November 18 at Sandy Churchill's home.

IX. Executive Session

The Board entered executive session at 8:39.

X. Adjournment

A motion to adjourn was made by Michelle, seconded by Von, and approved unanimously at 8:45 p.m.

Reports to Board

Michelle Monroe-Cook, Vice-President

October 18th, 2017

XI. Old Business

A. Right Relations Committee

The LCC has agreed to our request to nominate three members for the Right Relations Committee who have agreed to serve by our November Board Meeting (such that we can present a committee at the December Congregational meeting).

October update: The LCC is making progress on this front and expects a slate as planned in November.

B. Finance Committee

FYI unless Sandy has an update.

Per Bylaw 5.7: “The Church shall have a finance committee consisting of the Treasurer, who will be chair, and three or four members appointed annually by the Board of Directors. Paid staff members are not eligible to serve on the Finance Committee.”

The finance committee members have been established and regular meetings have begun.

C. Stewardship Committee

FYI unless Von has an update.

SPF chair, Planned Giving representatives, and CFO have been invited to join the re-charted Stewardship Committee with a proposed meeting of the committee in December or January.

D. Youth Board Liaison

A draft of the [position description for the Youth Liaison to the Board of Directors](#) is available. The Youth Liaison position description is largely based on the At-Large Board member position description with some proposed additions and omissions.

Michelle has discussed potential liability/insurance concerns over the Youth Liaison being the only Board representative present for Sunday announcements. No substantial concerns were identified.

Statement from Carol Marks: “Since the Youth Liaison is not an elected position, they have no fiduciary responsibilities, and so our insurance would cover them just

like it covers everyone else who is present on Sundays as an attendee or volunteer helper.”

E. Bylaw Changes for December Congregational Meeting

Motion: Endorse [proposed bylaw changes](#) for the congregational meeting.

F. Community Minister

FYI unless Rev. Macklin has an update.

G. Board Retreat

Save the Date! Saturday, November 18th, 2017

Rev. McNeill has provided an [initial draft agenda](#) for the full-day retreat which focuses our time on getting to know one another, highlighting bits of UUCB history, and doing the work of the board (i.e., visioning, goal-setting).

To be discussed: Location?

XII. Monitoring

All in separate reports.

XIII. New Business

A. Motion: Change of Board Member on LCC to Michelle Monroe-Cook

Per bylaw 5.8: “The Leadership Cultivation Committee’s membership shall consist of at least one Board member, normally the Vice-President or the President, and four elected members, none of whom shall be members of the Board of Directors.”

Motion: Michelle Monroe Cook to replace Von Welch as the Board representative on LCC.

B. Youth CON Sanctioning

Rev. Leite has asked the Board to affirm the [Social Justice CON Sanctioning Letter](#) provided by the Heartland Area Youth Council (HAYC) Communications Officer. UUCB will be hosting Social Justice CON from February 23rd-25th, 2018.

[HAYC Policies for Youth Conferences](#) are provided for reference.

C. RE-Visioning

The RE-Visioning team requests the following feedback from the Board:

Is the Board noticing “what’s happening in RE” in the Friday update or is content skipped as a non-parent/non-participant?

This feedback could help shape the group’s communication strategy.

D. December Congregational Meeting Logistics

Discussion: Define and present a 2018-19 Stewardship goal; reach decision on such goal at November Board meeting.

Action Items (prior to November Board meeting):

- President and Vice-President shall draft an agenda for the congregational meeting
- The draft agenda shall be discussed at regular monthly meeting with the Senior Minister

Attachment 2

Board Report

Reverend Mary Ann Macklin

October 18, 2017

Reverend Macklin as Mentor

I am officially serving as the ministerial mentor for Reverend Nic Cable who now serves the Columbus, IN congregation. Nic and I meet once a month one-on one and at other local ministerial gatherings. I will be participating in his Ordination on November 12th, 2017 in Columbus.

Affiliate Community Minister Agreement

Below (at end of this document) is the draft Agreement with Reverend Forrest Gilmore to enter into relationship with our congregation as an Affiliate Community Minister. Reverend McNeill and I have met with Reverend Gilmore and we hope to present him for endorsement at the December 10th Congregational Meeting at 4pm.

Large Church Conference for Staff

Several of us will be traveling to Oak Park, IL for a MidAmerica Large Church Conference on November 4th and 5th. Attending will be Reverend Emily Manvel Leite, Reverend Mary Ann Macklin and Church Administrator Carol Marks. Personally, I find large church conferences the most beneficial since we are all speaking the same language in terms of congregational numbers and dynamics.

Resilience

I am in ongoing conversation with Gladys DeVane regarding future theater productions of Resilience and how the Unitarian Universalist Church of Bloomington might be involved or be part of this enterprise. The initial “Resilience” production featured the untold history of African Americans in Indiana. The proposed production would be for the 200th anniversary of Monroe County and feature the history of African Americans in Monroe County.

Pledge Day Webinar

Our congregation’s 2017 Pledge Day drive and activities will be the focus of a MidAmerica Regional Webinar on November 9th. Regional Consultant Reverend Sharon Dittmar asked Reverend Scott McNeill and me to be the guest speakers for this webinar. If you have anything you’d like us to stress, please let us know.

Perma-culture Again our Green Sanctuary Task Force is instituting a sub-committee to address our grounds in terms of a permaculture philosophy and approach. There will be a charrett on November 1st to collect ideas from the congregation. I hope some of you can attend.

VALE: Vigilng at Life's End: The number of VALE calls has declined so I am exploring possible connections with IU Health Hospice House as another source of serving those at end-of-life who are at risk of dying alone.

Attachment: DRAFT of Affiliate Community Minister Document

Affiliated Community Ministry

At

Unitarian Universalist Church of Bloomington

Reverend Forrest Gilmore

December Congregational Meeting

Introduction

Currently, within the Unitarian Universalist Association, there are three different ministerial tracks: Parish Ministry, Ministry of Religious Education and Community Ministry. While the first two tracks are well known, the third may not be.

“Community Ministers” are persons qualified to perform ministries of counseling, chaplaincy, social justice, education in religious studies, or other such ministries as the UUA’s Ministerial Fellowship Committee may recognize.

Although Parish Ministers and Ministers of Religious Education are clearly tied in structured institutional ways to congregational life, community ministers commonly are not. To address this concern, the UUA Department of Ministry and the Ministerial Fellowship Committee, together with the UU Ministers Association and other interested groups and councils, are currently examining ways of strengthening the institutional ties and accountability between Community Ministers and various Unitarian Universalist institutions—especially UU churches. Rule 18 of the Ministerial Fellowship Committee requires that a community minister “maintain ties and receive endorsement by one or more of the following: A UUA member congregation, authorized District body, UUA Associate Member organization, or the UUA. Endorsement includes a pledge of continuing relationship and support and affirmation that the work is recognized by the endorsing body as ministry.”

In putting forth this proposal, as a matter of policy, it is necessary to first describe how Reverend Forrest Gilmore, Director of Shalom Community Center in Bloomington, Indiana might formally affiliate with our congregation

I. Basics of Affiliation

1. Reverend Gilmore would be all of the following:
 - A. Endorsed by the congregation at a congregational meeting;
 1. Upon prior recommendation by the Ministers of UUCB,
 2. Upon prior concurrence in that recommendation by the Board of Trustees of the Congregation, at a Board meeting;

2. The following Terms of Understanding are to be approved by:
 - A. The Parish Ministers
 - B. The Affiliated Community Minister.
 - C. The Board of Trustees of the church.

II. Terms of Understanding

1. The duties of the Affiliated Community Minister (see III.) shall be agreed upon by the Parish Ministers and the Community Minister. The Parish Ministers clearly have overall responsibility for ministerial leadership within the church and, thus, appropriately shall take the lead in seeking clearer delineation of responsibility, accountability, and channels of communication as responsibilities, roles, and relations are negotiated and, as needed, renegotiated. As stated in the UUMA's Code of Professional Practice, the Affiliated Community Minister "...will in all ways honor the priority of the [Parish Minister(s)] call to the ministry of that congregation, and...will carefully shun inappropriate influence which other members may tend to yield." At the same time the Parish Ministers shall earnestly seek to respect the calling, strengths, and sensibilities of the Affiliated Community Minister, taking care to work collaboratively in a spirit of mutual cooperation and consultation.

2. Referrals to the Affiliated Community Minister shall be in such a manner as the Parish Minister and Affiliated Community Minister shall agree.

3. Affiliated Community Ministers are neither employed by, nor paid by, the church on any continuing basis. When the Unitarian Universalist Church of Bloomington members receive supportive services from the Reverend Gilmore, there shall be no

charge. When Reverend Gilmore preaches or officiates at a wedding, funeral or memorial service, or provides other ministerial services at the church, for church members, normal congregational policies will be followed.

4. Reverend Gilmore shall have access to the church facilities and photocopier for services rendered to the congregation, and the wider UU community. Administrative services will not be provided, however. Reverend Gilmore shall be identified Affiliated Community Minister on all staff lists and annual reports to the UUA and other regional institutions, on the Order of Service covers, etc., as space permits. Given the recent rule change by the UUA Board of Trustees regarding Community Ministers in affiliation with a congregation being eligible to vote at General Assembly, Reverend Gilmore may serve as a Ministerial Delegate from our congregation at the annual UUA General Assembly. This, however, would not reduce the number of lay or Ministerial Delegates apportioned to our Society.

5. Reverend Gilmore shall meet with the Senior Minister, Reverend Mary Ann Macklin and Associate Minister, Reverend Scott McNeill at least four times a year in order to review their relationship with one another, and within the life of the congregation. Responsibility for initiating these meetings shall rest with Reverend Gilmore.

6. Reverend Gilmore shall write an annual report of his/her activities, which shall be included in the Society's Annual Report.

7. Reverend Gilmore will have access to a Ministerial Support Committee to further professional development.

8. The UUMA Code of Professional Practice shall be carefully observed by both the Parish Ministers (Macklin and McNeill) and the Affiliated Community Minister (Gilmore). If difficulties arise, various resources may be called upon, including the Good Offices program of the UUMA. The Affiliated Community Minister may resign upon 30 days notice. Upon recommendation of the Parish Ministers and/or with the concurrence of the Board of Trustees, the Affiliated Community Minister's relationship with the society may be terminated upon 30 days notice. Since the Parish Ministers' relationship with the congregation is primary, should the Senior Ministers resign, the Affiliated Community Minister shall be prepared to resign, if necessary as well, pending establishment of a harmonious working relationship with the new Senior Minister.

9. Changes in this document may be made by agreement between the ministers concerned, and shall be effective 60 days after written notice of the change is given to the Board of Trustees, unless the Board votes to delay, or reject the change.

III. Duties of the Reverend Forrest Gilmore as an Affiliated Community Minister with the Unitarian Universalist Church of Bloomington

1. The primary arena of Reverend ministry will remain with his duties as Director of Shalom Community Center in Bloomington, Indiana whose mission is *to aid and empower people experiencing homelessness and poverty. Shalom Community Center envisions a community that honors every person's fundamental right to sustenance, a safe home, quality health care, and meaningful work. We see ourselves as a key leader in providing the full range of support and services for people dealing with poverty and homelessness in South Central Indiana.*

2. Should Reverend Gilmore's relationship with the Shalom Community Center be severed, he would continue to serve as Affiliated Community Minister provided he is actively involved in a search for a related ministry in the greater Bloomington area. It is expressly understood that the Unitarian Universalist Church of Bloomington would bear no financial responsibility to him during this interim period. It is also expressly understood that Reverend Gilmore would resign his affiliation with the Unitarian Universalist Church of Bloomington should he find employment that would either (1) take him out of the area or (2) not be work that is clearly understood as ministry (as defined by the Department of Ministry and the Ministerial Fellowship Committee of the UUA).

3. Within the church arena, Reverend Gilmore will seek to be available, as needed and mutually agreed upon,

- *to work with our Homelessness Task Force.
- * to perform rites of passage (non-member weddings and funerals)
- *to preach four times a year---fall, winter/spring, summer (June and July)
- *to meet with a Ministerial Support Committee
- *to attend professional gatherings when possible
- *to provide \$1000 Professional Expense line annually beginning 7/1/18

4. In consultation with the Parish Ministers, Reverend Gilmore may occasionally teach a class, lead a discussion or mini-orientation, and/or represent the church at denominational meetings, and other such ministerial tasks.

5. Referrals from the Parish Ministers to Reverend Gilmore and vice versa shall be carefully worked out so that each person's ministry is affirmed. Consistent with the UUMA Code of Professional Conduct, Reverend Gilmore shall defer accepting from members and friends of the church any invitation for his services traditionally associated with the Parish Ministry, in the absence of a clear prior understanding to the contrary.

Attachment 3

UNITARIAN UNIVERSALIST CHURCH OF BLOOMINGTON | BOARD OF DIRECTORS

Position	Youth Liaison to the Board of Directors
Length of Term	Two Years
Direct Reports	Congregation
Collaborative Relations	As determined
Last Updated	October 13, 2017

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.

Qualifications:

- Must be a voting member of the Unitarian Universalist Church of Bloomington, IN.
Note: For youth to be voting members of the congregation, they must complete the Coming of Age program.
- Ability to attend regular scheduled monthly meetings of the Board and participate in board decision-making.
- Ability to work collaboratively and cooperatively in a group.
- Ability to be a conceptual thinker and future thinker.
- Ability to accept and use appropriate authority.
- Ability to listen and interact with friends and members.
- Read and digest official Board Policies, which we review and reevaluate on an established monitoring calendaring each month (<http://www.uubloomington.org/uucb/govt/boardPolicies.php>).
- Be familiar with the [Bylaws](#) and other governance policies.
- Be familiar with UUA processes, including ministerial transition issues (<http://uua.org/>) as well as the website for UUA ministers (<http://www.uuma.org/>).

Principal Responsibilities:

- Provide leadership, consensus with board decisions, support of officers.
- Assume fiscal responsibility for budget, canvass participation, stewardship of property.
- Provide visioning and long-range planning.
- Ensure compliance with bylaws and policies.
- Be sensitive to issues and make suggestions for improvement.
- Provide leadership in modeling welcoming and outreach to newcomers.
- Educate congregation on issues as needed.
- Support Management Team. The board should not instruct staff or non-Board committees regarding their duties. Those fall under the purview of the executive minister or their direct supervisor.
- When asked by members of the congregation to solve a particular problem, refer them as necessary to the appropriate individual who can assist them or offer to pass along the comment.
- Keep a broad perspective on issues of interest to the congregation.
- Never speak on behalf of the church or the Board unless authorized by the Board to do so. When speaking to constituents, always make clear that you are expressing your own views on a subject unless there is an official church or board position
- Present a youth report emphasising social justice and congregational engagement activities at monthly Board meetings.

Time Requirements:

- Attend monthly board meetings: Board meets for one-to-two hours monthly.
 - Sign up for a reading at the board meetings, which rotates among members.
- Prepare for meetings and correspondences: Attention to e-mail and review of meeting materials.
- Attend and participate in annual board retreat. (Optional)
- Participate in Sunday Service announcements and “Coffee with the Board” in the connections booth.
- Attend church regularly and a variety of special church events.
- Attend other church committee meetings as agreed on.
- Attend and take an active role in facilitating congregational meetings in support of the Board officers.

Proposed UUCB Bylaw Updates

For December 2017 Congregational Meeting

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XIV. Current UUCB Bylaws

The current UUCB bylaws may be found at: <http://www.uubloomington.org/wp-content/uploads/2015/01/2016-06-BYLAWS-6-12-2016.pdf>

XV. 2.1 Include Purposes from Articles of Incorporation

Current text:

Members shall not be classified. They are expected to support the purposes of the Church as stated in the Articles of Incorporation.

Proposed new text:

Members shall not be classified. They are expected to support the purposes of the Church: “In the disciple of truth, whatever its source, and in the spirit of the interdependent web of all existence, undivided by nation, race or creed, we join together in fellowship to examine, express, and through the strength of unity, to act upon our liberal religious convictions.”

Discussion: Include the purposes from our Articles of Incorporation (1966 version) instead of referencing them. Makes one update to those purposes: Replace “brotherhood” with “the interdependent web of all existence,” the latter being taken from our seven principles.

XVI. 5.8 LCC mid-term vacancies

Current text:

5.8 Leadership Cultivation Committee. The Church shall have a leadership cultivation committee, which shall recruit candidates for elected positions within the church organization and shall provide opportunities both within and outside the church for leadership training. All nominations shall be made in accordance with the Church Diversity Policy set forth in Paragraph 2.3 of these Bylaws. When a committee within the church cannot find its own chair, the Leadership Cultivation Committee may be requested to work with the committee. The Leadership Cultivation Committee shall hold meetings at regular intervals throughout the year. When appropriate, the committee shall identify and publicize posts for which vacancies are expected.

The Leadership Cultivation Committee's membership shall consist of at least one Board member, normally the Vice-President or the President, and four elected members, none of whom shall be members of the Board of Directors. The Leadership Cultivation Committee shall select its own chair. The non-Board committee members shall be elected to overlapping three-year terms, one to two members chosen each year. Nominees for the Leadership Cultivation Committee shall be selected by the Leadership Cultivation Committee and elected at the Spring annual meeting. Elected committee members shall not serve two successive elected terms. Paid professional staff members shall not be eligible to serve on the leadership cultivation committee with the exception that a minister shall serve ex-officio, non-voting on the Leadership Cultivation Committee.

The Leadership Cultivation Committee shall provide potential nominees for elected positions with a job description identifying job responsibilities and term of office, confirm willingness to accept those responsibilities, and nominate a slate of candidates recommended to fill elected offices. That slate shall be circulated to the members of the Congregation along with notice of the Spring meeting. Nominations from the floor shall be permitted, with the consent of the nominee.

Proposed new text:

(Insert between second and third paragraph, as above)

When a vacancy on the LCC exists mid-term, the board shall receive nominations for new membership from present LCC members. Vacancies occurring during a term shall be filled by the Board of Directors of the Church for the remainder of the term.

Discussion: There is no defined process as to how mid-term vacancies in the LCC are to be filled. The proposed process matches the process in place for the SPF committee.

XVII. 5.8 Connections Coordinator and LCC

Current text:

5.8 Leadership Cultivation Committee (second paragraph)

The Leadership Cultivation Committee's membership shall consist of at least one Board member, normally the Vice-President or the President, and four elected members, none of whom shall be members of the Board of Directors. The Leadership Cultivation Committee shall select its own chair. The non-Board committee members shall be elected to overlapping three-year terms, one to two members chosen each year. Nominees for the Leadership Cultivation Committee shall be selected by the Leadership Cultivation Committee and elected at the Spring annual meeting. Elected committee members shall not serve two successive elected terms. Paid professional staff members shall not be eligible to serve on the leadership cultivation committee with the exception that a minister shall serve ex-officio, non-voting on the Leadership Cultivation Committee.

Proposed new text:

(Second paragraph, last sentence)

Paid professional staff members shall not be eligible to serve on the leadership cultivation committee with the exception that a minister *and the Connections Coordinator* shall serve ex-officio, non-voting on the Leadership Cultivation Committee.

Discussion: This brings the bylaws into line with current practices. Adding the Connections Coordinator as a non-voting member of the LCC captures the invaluable contributions of the Connections Coordinator to the LCC and makes those interactions transparent to the congregation.

XVIII.5.9 Removing Personnel Committee

Current text:

Section 5.9 Personnel Committee. The Church shall have a Personnel Committee to deal with staff/personnel matters of all employees, with the

exception of the Minister(s). Members of the Personnel Committee shall be chosen by the Board of Directors.

The Personnel Committee will be responsible for writing and periodically reviewing job contracts and job descriptions, implementing job searches, setting guidelines for hiring, and evaluating personnel on a regular basis. In addition, the committee shall be charged with helping to resolve grievances concerning staff relations with one another, the Minister(s) or members of the Congregation, in the event of conflicts concerning staff member(s) that cannot be resolved otherwise. The committee shall meet at least twice yearly, in the spring and fall, and other times as needed.

All personnel matters shall be considered in accordance with the Church Diversity Policy set forth in Paragraph 2.3 of these Bylaws.

Proposed new text:

[Section 5.9 is deleted. Section 5.10 is renumbered to 5.9.]

Discussion: This brings the bylaws into line with current practices. We have not had a personnel committee since 2011, when we made the shift to policy governance and the board delegated the responsibilities previously managed by the Personnel Committee to the Senior Minister.

Attachment 5

October 12, 2017

**Financial Condition – Board Report
September 30, 2017**

Reporting Period - July 1, 2017–

Revenue:

1. For FY 2017-18 the **budgeted** amount for **new and anticipated pledges** is \$603,000.
For this reporting period, the **new and anticipated pledge income** is \$191,430. This is 32% of the budgeted pledge amount.
2. For FY 2017-18 the **budgeted** amount for **total income** is \$682,650. For this reporting period the **total income** is \$215,101. This is 31.5% of the budgeted income.
3. For FY 2017-18 the Sunday Plate **budgeted** income is \$24,000. Collections through September 30, 2017 are \$5,806. Income Historical Information: FY 2016-17 \$29.1; FY2015-16 \$24.1K; 2014-15 \$29.1K; 2013-14 \$32K

Expense:

The budgeted expense for 2017-18 is \$682,628. As of this reporting period \$163,841 has been expended.

FY 2017-18 Operating Revenue and Expense by Month:

Month	I/E (in thousands)
July	126/59
August	170/118
September	215/164

Attachment 6

(insert date)

Dear Heartland Area Youth Council:

I, *(authorizing staff person)*, of the Unitarian Universalist Church of Bloomington attest to the fact that the Heartland Area Youth Council (HAYC) have our church reserved on the date of February 23rd-25th, 2018 for Social Justice Con. Additionally, I attest that my Board of Directors has agreed to the church hosting this event.

I understand that while the HAYC will be planning and leading the CON, my church, as the host, is the sponsoring entity and is liable for any insurance incidents that may arise.

I also understand that the conference is youth-led, with overall leadership being provided by a youth/adult co-dean team composed of two youth and one adult. This co-dean team is charged with and capable of handling any minor rule violations that occur. However, if a serious rule violation should occur, I understand that a HAYC representative will inform both me, the church DRE, and the Mid-American region staff person of the rule violation. The serious rule violation will be addressed according to the process and procedures of the HAYC Conference Rules Committee. I am willing to serve on this committee to help decide the appropriate action to be taken.

Sincerely,

(authorizing staff person)

Title

(insert phone #)

(insert congregation address if not on letterhead)

