

Unitarian Universalist Church of Bloomington, Indiana

Seeking the Spirit, Building Community, Changing the World

Approved Board Minutes

July 18, 2018



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Board members attending: Michelle Monroe-Cook, Stuart Yoak, Steven Gilbert, Ed

Robbins, Helmut Hentschel, Julia Karin Lawson, Sharon Wiseman
Not attending: -----

Present by invitation of the Board: Andy Beargie, Ned Joyner

Ministers attending: Reverend Scott McNeill

Submitted by: Steven Gilbert

Appended Documents:

- A. Chair's Report to the Board (Michelle Monroe-Cook)

I. Call to Order (Michelle Monroe-Cook)

Michelle called the meeting to order at 7:00 p.m.

II. Chalice Lighting and Reading (Michelle Monroe-Cook)

III. Check-in (All)

IV. Approval of the Minutes (Steven Gilbert)

Steven moved for approval of the June 20 board meeting minutes. Helmut seconded. Motion carried.

V. Minister's Report (Rev. Scott McNeill)

Reverend McNeill reported that contracts had been signed with WFIU/WTIU to sponsor UUBC ads over the next 22 weeks. Further action in this regard will depend upon responses to these ads. Rev. McNeill also reported that many ideas for community collaborations were exchanged at the Annual UUA conference in June and that these would be identified and examined by those who had participated in the meeting.

VI. Old Business

A. Training of new board members (Michelle Monroe-Cook)

Training was conducted in the hour prior to the July board meeting. See Reports to the Board, attached.

B. Pledge update and budget review (Rev. McNeill)

Reverend McNeill reported that just over \$635K has been pledged for the \$640K budget approved by the board at the June meeting. Carol anticipates that the \$640K level will be reached for the upcoming fiscal year. See Reports to the Board, attached.

C. Motion to approve modified budget (Michelle Monroe-Cook)

Michelle moved for approval of a 2018-19 budget of \$726,456. Julie seconded and the motion was carried. See Reports to the Board, attached.

D. Motion to approve changes in ministerial housing allowances (Michelle Monroe-Cook)

Michelle moved to approve ministerial housing allowances, including increases in allowances for Revs. Manvel-Leite and Macklin as shown in the Reports to the Board attached. Sharon seconded the motion and it carried unanimously.

E. Stewardship committee update on undesignated gifts (Sharon Wiseman)

Sharon reported that the undesignated gifts committee met July 9, with the next meeting scheduled for July 23. The committee is working on a bylaw revision that will permit some part of unrestricted gifts to be directed to operational needs. This will allow for better alignment of unrestricted gifts with the broad spectrum of church needs now and in the future and, it seems, better alignment with customary church practice.

F. Update on Articles of Incorporation (Michelle Monroe-Cook)

Changes to the Articles of Incorporation approved by the congregation in June have been approved and filed by the Secretary of State (See Reports to the Board, attached).

VII. Monitoring (per Board Policies, Section IV)

A. Technical Staff Report (Andy Beargie/Ned Joyner)

Andy and Ned reported progress made on AV/Technical concerns, including

- New amplifiers for main and subspeakers
- New laptop enabling livestreaming uploads of projections
- Three new wireless microphones
- New desk with monitors
- A Roku channel for livestreaming (planned)
- Voiceovers introducing and ending services (planned, in progress)
- 80-100 people are livestreaming each week

Next steps in upgrading AV/Tech services include:

- Centralized light switches for sanctuary including preset combinations of lights for different purposes
- Replacing LEDs in ceiling
- Improvements in visibility for projections, probably using paint
- Eventually replacing the two projectors

They report few complaints by congregation members. The main complaint has been with fuzziness in the hearing assist equipment.

B. Status of Minister Agreement letters (Rev. McNeill)

Letters of agreement have been on hold pending a budget for 2018-19. They will now move forward with the approval of the budget by the board.

C. Proposed board agenda for 2018-19 (Michelle Monroe-Cook)

Michelle proposed a board agenda for 2018-19 as outlined in Reports to the Board, attached. No action was taken by the board at large.

D. Report from “Coffee with the Board” (Michelle Monroe-Cook)

Michelle and Von attended the booth in June. Most conversation centered on Von’s retirement.

E. Any observations to share (All)

Julie reported that the UUCB participation in the 4th of July parade went well. Connections Coordinator, Ann LeDuc, has gotten some new expressed interest in the church due to our participation.

VIII. New Business

A. Board representatives to the SPF and LCC (Michelle Monroe-Cook)

Helmut will continue as representative to the SPF and Michelle will represent the board on the LCC during the upcoming year.

B. Finance committee appointees (Ed Robbins)

Ruth Sanders, Carolyn Emmert and Rich Slabach will join the finance committee (full membership shown in Reports to the Board, attached). Each members of the committee will specialize in a different area of committee responsibility and T accounts will also be divided up among them according to Ed.

C. Calendar; safety training; board retreat (Michelle Monroe-Cook)

Dates for safety training and a board retreat are to be determined. The possibility of moving the August meeting to a different date is also pending.

IX. Executive Session

Board entered executive session at 8:12 p.m.

X. Adjournment

Michelle moved adjournment, seconded by Sharon. The motion carried and the meeting was adjourned at 8:24 p.m.

ATTACHMENT A

Reports to the Board

Michelle Monroe-Cook, President

July 18th, 2018

Old Business

Training of New Board Members

Training for new board members was conducted from 6-7pm on Wednesday, July 18th, immediately preceding the regular meeting of the board. The training materials used in the onboarding of new members can be found in the [Board's Google drive](#).

Pledge Drive Update and Budget Review

At its regular June meeting the board approved a budget based on \$640,000 in pledges. The board will call a vote to ratify the budget as presented by Treasurer, Ed Robbins.

Motion: Approve 2018-19 budget of \$726,452 based on \$640,000 in pledges, as presented to the board on 7/18/18.

The relevant section of the bylaws if we wish to make changes to an approved budget is:

4.8 Budget. The budget is proposed by the Board and established by the Congregation at the annual Spring meeting, or at subsequent special congregational meeting prior to the start of the fiscal year. During the fiscal year total expenditures projected to exceed the budget by more than 5% must be approved by the Congregation. Congregational approval also is required for an expenditure in any budget line that is projected to exceed the budgeted amount by more than 5% or \$3,000, whichever is greater. Any mid-year changes to the annual budget may be made at the Fall congregational meeting or at a special congregational meeting. In addition, Board approval is required for all overages on budget lines.

The IRS requires the board to approve the minister's housing allowances. The UUA advises to do this in January of each year. Since two minister's housing allowance has changed from last fiscal year (and since the Jan. 2018 board vote), the board will vote on it now in July as well.

For the 2018-19 fiscal year, housing allowances are:

Rev. Emily Manvel-Leite: \$17,000 (changed from \$16,000 in FY17-18)

Rev. Scott McNeill: \$26,000 (no change from FY17-18)

Rev. Mary Ann Macklin: \$16,850 (changed from \$15,000 in FY17-18)

Motion: Approve ministerial housing allowances as presented for FY2018-19.

Stewardship Committee Update: Undesignated Gifts

BACKGROUND: A committee to propose a set of bylaw and policy changes with regards to undesignated gifts has been formed. Its members are Sharon Wiseman, Libby DeVoe, Chris Haynes, and Ed Robbins. Chris Haynes will convene the first meeting. The Undesignated Gifts Committee has the charter of drafting a set of bylaw changes and relevant policies such that undesignated gifts to UUCB are well allocated strategically by UUCB ([background](#)). The committee's changes need to be endorsed by the Board, Planned Giving, and SPF and then presented to the Congregation at the December 2018 Congregational Meeting for any needed approval.

The Stewardship Committee work group dedicated to the issue of undesignated gifts to the church met on July 9th, 2018 and will meet again on July 23rd.

- The Stewardship Committee, as a whole, will meet next on September 12, 2018 7pm. The committee can be reached at Stewardship-Future@egroups.churchdb.com

Update on Articles of Incorporation

As of July 2, 2018, the Articles of Amendment has been approved and filed by the Indiana Secretary of State. The state sent a PDF copy of the filing documents to the UUCB Church Administrator, Carol Marks.

Monitoring

Status of Minister Agreement Letters

Postponed until August board meeting.

Proposed Board Agenda for 2018-19

1. Welcoming - Recommit to our status as a “welcoming” congregation. Expand this concept to include investigation and affirmation of our capacity and commitment to welcome our elders, families with young children, divorced families, empty nesters, snowbirds, youth, young adults, people with disabilities, people of color, and others who exist in the margins of our care.

2. Visioning – Continue strategic visioning with a focus on 3, 5, and 10-year goals. Identify how we are growing, where we are growing, and what needs we have or will have as a result. Through this process, the congregation’s Ends statements should be updated.
3. Membership – Establish a membership committee (or other such group), in collaboration with the Connections Coordinator, to support the needs of new, prospective, long-time, and/or returning members.
4. Connections – (1) Cultivate an intentional, collaborative relationship between the board and ministers (2) Network more closely with other UU congregations in Indiana, namely the Columbus UU, to better fulfill our vision of Seeking the Spirit, Building Community, Changing the World. (3) Lean on the Right Relations Committee to facilitate workshops on sustaining effective dialogue with community members who disagree with the aim of our congregation’s goals for social justice.
5. Technology – As identified during the visioning process, investigate what is going to take us forward and what is not in our short and long-term goals for the congregation’s overall growth and reach. Implement strategies to meet these goals, as deemed appropriate.

New Business

Board Representatives to SPF and LCC

Helmut Hentschel will continue in his role of board representative to the Special Purposes Fund Committee.

Michelle Monroe-Cook will continue in her role of board representative to the Leadership Cultivation Committee.

Finance Committee

The 2018-19 Finance Committee members are:

1. Ed Robbins, Board Treasurer
2. Ruth Sanders
3. Rich Slabach
4. Carolyn Emmert
5. Arzetta Hultz-Losensky, Advisor

Safety Training and Board Retreat

All new and returning members of the board are required to attend a safety training guided by head usher, John Summerlot.

A full-day board retreat is tentatively scheduled for Saturday, September 1st, 2018.