

Unitarian Universalist Church of Bloomington, Indiana

Seeking the Spirit, Building Community, Changing the World

Approved Board Minutes

September 19, 2018



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Board members attending: Stuart Yoak (presiding), Steven Gilbert, Ed Robbins, Sharon Wiseman, Helmut Hentschel

Not attending: Michelle Monroe-Cook, Julie Lawson

Present by invitation of the Board: Adrienne Summerlot

Ministers attending: Reverend Mary Ann Macklin, Reverend Scott McNeill

Submitted by: Steven Gilbert

Attached Documents:

- A. Chair's Report to the Board (Stuart Yoak)
- B. Senior Minister's Report (Rev. Macklin)
- C. RE Report (Adrienne Summerlot/Rev. Emily Manvel Leite)

I. Call to Order (Stuart Yoak)

Stuart Yoak called the meeting to order at 7:03 p.m.

II. Chalice Lighting and Reading (Sharon Wiseman)

III. Check-in (All)

IV. Approval of the Minutes

Steven Gilbert moved for approval of the August 2018 board minutes. Sharon Wiseman seconded and the motion carried without discussion.

V. Senior Minister's Report (Rev. Macklin)

The important elements of Rev. Macklin's presentation for this month are found in the Senior Minister's Report, Attachment B.

Old Business

A. Update on Safety Training (Stuart Yoak)

Safety training will take place for board members who can make it on September 30 at 12:30 pm. Those who cannot make it then are asked to see John Summerlot to arrange for an alternative day and time to receive the training.

B. Update on Board Retreat (Stuart Yoak)

The board retreat has been moved from September 26 to October 7, from 1:30-4:30 at the church.

C. Ministerial Letters of Agreement (Revs. Macklin/McNeill)

Steven Gilbert moved to formally approved the Ministerial letters of Agreement for this year. The motion was seconded by Ed Robbins and passed by the board without discussion.

VI. Monitoring (per Board Policies, Section IV)

A. RE Report (Adrienne Summerlot)

The essential elements of Adrienne Summerlot's presentation on the current status of the RE program are contained in the written report in Attachment C.

B. Monitoring Calendar Change (Rev. McNeill)

As per a request from the LCC, Board members will update their position descriptions in time for the October meeting, so said descriptions can be passed to the LCC in time for their November meeting. Previously descriptions were due in February. (See Reports to the Board, Attachment A).

C. Report from Coffee with the Board (Ed Robbins)

Nothing of significance for the board was reported for this month.

D. Any Observations to Share (All)

Rev. Macklin strongly endorsed the process of monitoring by the board. Stuart Yoak praised Ed Robbins and others engaged in renovation of our church grounds.

VII. New Business

A. Undesignated Gifts Bylaw and Board Policy Change (Sharon Wiseman)

Stuart Yoak moved to approve the a change in the church bylaws, section 7.6, and associated policy on undesignated gifts management as described and discussed in the attached Reports to the Board (Appendix A). This change has already been approved by the Planned Giving and Finance Committees. Steven Gilbert seconded the motion which was approved by the board without discussion. The change will now go to the congregation for approval at the December congregational meeting.

Sharon Wiseman reported that the Undesignated Gifts Committee will focus in their October meeting on messaging the change to the congregation.

B. Update on Congregational Surveys (Rev. McNeill).

Rev. McNeill asked the board to consider how it wanted to receive the results of three recent congregational surveys and a fourth one soon to be taken. He reported that each survey received about 125 useful responses. The board generally agreed that an executive summary outlining major results would be preferable to reviewing raw data, except as such data might add to their understanding. Everyone generally agreed with Rev. Macklin that these survey efforts are important and should continue.

C. Proposal to Reschedule the November Board Meeting (Stuart Yoak)

A proposal to reschedule the November board meeting because of its current proximity to Thanksgiving will be taken up at a future date.

VIII. Executive Session

The Board entered executive session at 8:10 p.m.

IX. Adjournment

A motion to adjourn by Stuart Yoak was seconded by Ed Robbins and approved by the board at 8:25 p.m.

ATTACHMENT A

Reports to the Board

Stuart Yoak, Vice President

September 19th, 2018

Old Business

Safety Training

Board members are to select and attend a date for safety training with head usher, John Summerlot, from the following dates:

Sunday, September 16th 12:30pm

Sunday, September 30th 12:30pm

If a board member is unable to attend one of these scheduled trainings, it is the responsibility of the individual member to set up an alternative day/time with John Summerlot to meet this requirement.

Board Retreat

The Board's annual retreat, originally scheduled for Sunday, September 23rd, is postponed until a future date, upon request of the Ministers.

Status of Minister Agreement Letters

[Letters of Agreement](#) have been reviewed by the ministers and will be signed by board president, Michelle Monroe-Cook and the Senior and Associate Ministers, respectively.

MOTION: The Board of Directors resolves to endorse the Ministerial Letters of Agreement, as presented, on September 19, 2018.

Monitoring

Monitoring Calendar Change per LCC Request

The Leadership Cultivation Committee requests that the Board adjust its annual monitoring calendar to review the position descriptions for board members in October instead of February, to allow the LCC to review and plan for recruitment of new leadership earlier in the year. As a result of this action, Board members are asked to review the position description corresponding to their current office and report any changes at the October meeting of the Board.

New Business

Undesignated Gifts Bylaw & Board Policy Change

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. 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 proposed 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.

As reported by Chris Haynes, August 27, 2018:

The Undesignated Gifts Committee (ad hoc committee of the Board) has a completed report for review by all the committees of the church concerned with finance: Board, SPFC, Planned Giving, Stewardship, and Finance. See the full report and proposal from SPF here:

<https://docs.google.com/document/d/1DM3lfQmJhc8MgVyQ4GhJ0Slp-5cJ6SHg5NBa7xuUolk/edit?usp=sharing>

This report contains a little background, suggested bylaw change and accompanying SPF-Board policy, and rationales for both.

The recommended changes will have a very large long-term effect on church finances. Thus it is important that the finance-related leadership of the church be in agreement with these changes, and that the committee has not failed to take some important possibility in to consideration.

Once agreement on the bylaw and policy changes is confirmed, the committee will need time to educate the congregation. The committee has already begun planning this “messaging” phase its work, but cannot begin informing the congregation until broad leadership agreement is obtained, including assurance that the text of the bylaw change and policy are firm. (The rationales in the report are for leadership consumption, and will need further crafting for broader distribution.)

In addition to approval, critiques, and improvements of the suggested bylaw and policy, the Undesignated Gifts Committee would also value suggestions of other individuals who might assist us with messaging, either as added committee members or as consultation resources.

A congregation bylaws vote at the December 9th Congregational Meeting is anticipated as a result of this committee’s work.

Proposed Bylaw Change

Replace the last sentence of section 7.6, which reads

If an asset is received by the Committee they shall **place it in the Fund or in the Endowment as they deem appropriate**, except that they will honor any instruction concerning placement which was made by the donor of the asset.

with the following sentence (which replaces the highlighted text above with the highlighted text below)

If an asset is received by the Committee they shall **apportion it as they deem appropriate among the SPF general fund, SPF endowment, operational general fund, and operational endowment**, except that they will honor any instruction concerning placement which was made by the donor of the asset.

MOTION: Approve to amend the language of bylaws section 7.6, and associated SPF Policy on Undesignated Gift Management, as presented by the Undesignated Gifts Committee to apportion undesignated financial gifts to the church among the SPF general fund, SPF endowment, operational general fund, and operational endowment, as deemed appropriate by the SPF Committee.

Congregational Surveys

An update on the status of the congregational surveys is provided by Rev. Scott McNeill.

Reschedule November Board Meeting

The November meeting of the Board shall be rescheduled to a date during the week of November 26th to accommodate the Thanksgiving Holiday.

ATTACHMENT B

Reverend Mary Ann Macklin
Senior Minister
Board Report September 19, 2018

Issues concerning constraints of the Board Policies or UUCB Bylaws
 Reports of conflict of interest by the Senior Minister (Section II.G: Purchases, Grants, and Contracts) **None at this time.**

Issues related to policy II.H: Communication and Counsel to the Board
Reset Board Retreat for either October 6 or 7

Issues related to policy II.I: Sanctuary

Confidential: I was notified on Monday that the The Commission on Latino and Hispanic Affairs has chosen the Unitarian Universalist Church of Bloomington as their Outstanding Agency for its annual awards. The ceremony will be October 3 at 5:30 at the MCPL. The Commission is very appreciative of the congregation's support for the undocumented and asylum seekers as well as providing space for our meetings and trainings, and of course, our vote to be a Sanctuary Congregation.

Issues with or proposals to improve the Board-Senior Minister relationship (IV)
Important to meet monthly with President and Vice President. Note that next month's meeting will be at the same time as the Award Ceremony above.

Progress of UUCB towards Ends: A view from August 2018
Seeking the Spirit

We have a meaningful liberal religious experience which includes:

1. A rich diverse worship life: **We continue to receive appreciation regarding the revamping of the "Water Communion" service, which is now Intergenerational and deeper in meaning. Our worship services honor the world's wisdom traditions and also nurture our vision "Seeking the Spirit. Building Community. Changing the World" We often blend both humanist and theist elements into the worship services and our served so well by the music.**
2. Compassionate pastoral care.
I meet monthly with Health Concerns Chair and Caring Committee Chair. In this week's meeting, we had a list of twenty people of whom

we are keeping track. Our staff also does an “Our Folks” check-in weekly, to try to keep track of all our people needing care---physically, mentally, emotionally and spiritually.

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

You will hear from the Religious Education Team this evening. Also I will be visiting with our Leadership Cultivation Team in October.

4. Knowledge of denominational and congregational history and traditions.

I met with the Exploring Unitarian Universalist class recently and offered information about ministry within our congregation and denomination.

They also have a history piece as part of that class.

Building Community

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.

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

Even before we learned of the Outstanding Agency Award from the Commission on Latino and Hispanic Affairs, we received this message from Gracia Valliant regarding the recent use of our space for legal counseling for immigrants,

I want to express our gratitude for your continued support of our work. The space is always just what we need and Saturday was no exception. Scott, thanks for the food you had congregants bring and checking in with us.

In these difficult times, it is more than comforting to know that there is a community of people we can all rely on. We are grateful you are in our community as we work together to face the challenges our country faces.

6. We actively encourage ministry, lay leadership and congregational participation in social justice and the operation of UUCB.

Our social justice task forces remain active. Reverend McNeill is fostering a deeper understanding of intersectionality for the Social Justice Circle. Guest Reverend Chris Long will meet with the Circle in October for a workshop. We are now in legal partnership with Resilience Productions. Resilience Productions will perform the brand new second part of the Resilience trilogy in October, right here at the church. This part is titled *Stories of Monroe*, which reveals the untold stories

of African Americans in Monroe County. Rehearsals are taking place and a poster with details on performance dates is in our foyer. We'll keep you updated as we get closer to the performances, which start October 11th.

A reception on October 11th and our Racial Justice Task Force is still looking for a group to help with that. Board? They also need several volunteers to usher and give out will-call tickets at each performance, and that will include free admission for the performance.

7. We responsibly manage our staff, volunteers, resources, and facilities.

Due to several cases of people entering and roaming our building when very few staff are present, I have asked a group of staff members to meet with safety consultant and usher coordinator John Summerlot to review our current safety policies and make recommendations for new ones.

Several volunteer recognition dinners are on the horizon: Planned Giving on September 30, 2018 as well as Green Grounds on October 7th. Such appreciation events have been lacking in the past and it is important for the community to take time and recognize its efforts.

In addition, we added money for Staff Celebration in the budget this year. Aside from our budget line for regular staff retreats and trainings, this money will go toward events such as our Annual Staff Potluck in September; we provide the main course.

8. We provide pastoral care as appropriate to the congregation's needs and our ability. See answer above. This is slightly redundant to above. Please let me know if you'd like more here. We are constantly adapting to and naming the needs of our congregation.

Changing the World

We are leaders in our community and world.

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

We continue to pursue this goal. We had to reschedule our staff's implicit-bias training due to flight difficulties of our facilitator. We hope this will now occur in November.

10. We advocate against prejudice, injustice, and oppression of any person or group. The ministers recently met with Julica Hermann de la Fuente from the Unitarian Universalist Association's Commission on Institutional change. Our congregation was identified as one who is in the trenches with Anti Racism and Anti Oppression work. Our conversation centered around our efforts, trials, triumphs and tribulations in this work and our conversation was recorded on Zoom

for the rest of the Commission. Of note, I did show the Zoom camera my new tattoo.

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

We are exploring various partnerships as we speak. Our Connections Coordinator named this as one of her goals in her staff review last week.

12. We work with the Unitarian Universalist Association and the MidAmerica Region.

In regular contact. Thank goodness. Mark your calendars for the MidAmerica Regional Assembly in St. Louis.

13. We help heal the earth.

Working with Green Grounds regarding the permaculture revisioning of our grounds. Also Green Sanctuary continues their work---legislatively, locally, congregationally.

ATTACHMENT C

Religious Education Report to the Board -September 19, 2018 Prepared by Adrienne Summerlot and Emily Manvel Leite

Summer 2018

This summer, UUCB shifted back to 2 services and thus offered Religious Education at both 9:15am and 11:15am. R.E had 3 programs offered for families: childcare, preschool and Kindergarten up. In June, we embraced the theme of play through sensory play, music and games. In July, we explored the theme of story by learning how to use puppets make stories come alive, the art within stories, embodied storytelling (yoga), and the stories in the stars (constellations). Attendance fluctuated as we have come to expect over the summer months. We had several visitors, at least one family each week. The preschool class benefiting from wonderful summer teachers, which gave most regular teachers a break, and Christy True, who is continuing to be a consistent presence in 2nd service.

Date	June RE Attendance		Date	July RE Attendance	
	9:15am	11:15am		9:15am	11:15am
6/3/18	10	32	7/1/18	13	20
6/10/18	18	20	7/8/18	11	22
6/24/18	8	12	7/15/18	11	9
			7/22/18	6	18
			7/29/18	9	21

**note: this includes childcare, preschool and Kindergarten up.

Vision Team

In conversation with the RE staff, we realized that it is time for us to consider whether or not we want to make a conscious effort to re-grow our Religious Education program. It lost several families during the controversies early in the Interim time, and we have not grown back to our previous size since that time. Do we want to grow? If we do, how do we hope to move forward? We hope that the RE VisionTeam will look at our Vision/Mission statement and help us decide how to move forward. We are consciously working on efforts to connect with families more regularly for feedback, opportunities to support parents (such as our current group of OWL parents) and how to increase retention of new families.

August Intersession was centered around the congregational theme of curiosity. The idea was to spark curiosity among our children (and families) about our congregation. “Where Have We Been?” explored our congregational history- buildings and ministers and involved a fun scavenger hunt connected to our Unitarian Universalist promises. “Who Are We? Allowed us to connect with one another through interviews, exploring Andrea Murray’s recorded oral history and creating new oral histories. We interviewed and recorded: Christy True, Daniel Reed, his mom Edie and his son Adrian, Abby Gitlitz and Libby DeVoe, and Von and Dixie Welch. Connie Nelson Laird and Amy Makice led a session which encouraged the kids to think about “What We Hope For”. We hope to have a report from them to share with the vision team soon. Green Grounds partnered with religious education staff to help kids and families understand “What We Do”. Green Grounds members showed kids around the grounds, and invited them to help with gardening projects.

This year, more of the August Intersession planning and coordination fell on RE Staff. In past years, the specialty leaders seemed to steer more of the direction and content. We are not sure why this was- perhaps due to the topic (Congregational History), format, or time of year. We recruited and secured many fall teachers early which may have factored into our difficulty securing specialty leaders and guides. Preschool at 1st service participated in the August Intersession as their own group and continues to require a fair amount of adaptation. With the large preschool group and some special needs within the group- we often had 3 volunteers working with the kids in addition to the specialty lead. 11:15am Preschool was consistently small, as has been the trend all summer. In addition to Cookie Lynch and the Can Van and Water Communion, two new Spirit Play stories were created to share our congregational history with this group: Elizabeth Lion and the Collection Basket and The Self Hugging Tree.

Intersession Attendance	1st Service		2nd Service	
	Preschool	K+	Preschool	K+
August 5	9	8	4	15
August 12	7	10	2	21
August 19	8	8	3	24
August 26	3	10	1	11

2018-2018 Registration has gone very well. We had 65 families (over 100 kids register BEFORE August 19th which was wonderful). People seem to appreciate the ease of registering online and the message was well received that they needed to find us and register on Sunday morning BEFORE going into the class if they were not a guest or visitor. 115 kids currently registered from childcare-high school.

Current Registration	9:15am	11:15am
Childcare	3	5
World of Wonder (Preschool)	10	7
Roots & Wings K-2	8	14
Curiosity Club	3rd-8th grade	3rd Grade: 12
	6	4th-6th grade 17
Our Whole Lives (7th & 8th Grade) <i>Meets from 10:45-12:15pm</i>		27
YRUU (High School Youth Group) <i>Meets from 12:30-2:30pm</i>		6
Total Registered	27 at 9:15am	55 at 11:15am
Complete registration including 9:15am, 11:15am OWL and YRUU		115 registered

Our Whole Lives Sexuality Education (OWL)- Parent Meeting for 7th-8th grade went very well and was attended by the majority of parents; 36 attended. (Only 2 parents were unable to be there. Adrienne met with them). Adrienne oversees the private facebook group of parents, helping to offer them opportunity for connection, sharing information and access to our facilitators Matt Stonecipher and Abby Gitlitz. In addition to this digital ministry, the RE Vision Team is working to identify how else we can support this group of parents and their youth at this time and overall, how to keep OWL more front and center for the congregation. We also want to suggest the idea of starting OWL for this age group in August, to help ease the stress of trying to fit all the content in between Labor Day and Spring Break- this would give us more wiggle room for how holidays fall and if we have to cancel due to inclement weather.

High School Youth Group (YRUU) resumed August 12th. They have two new advisors: Armin Moczek and Rich Slabach. Michelle Cook, Deb Hutton, and Clark Brittain are continuing.

Fall Teacher Training- Teachers have been recruited and most were able to attend training. We are still missing 1 teacher for 11:15am Curiosity Club 3rd graders and 1 teacher for 11:15am Curiosity Club 4th-6th graders; the 2 teachers in each group have agreed to alternate leading and we have a few volunteers who are happy to sub and assist as needed. Emily trained 3 new Spirit Play teachers.

Childcare is running smoothly, though there is some concern regarding lack of hours and childcare being requested but not utilized outside of Sunday mornings. Carol and Kitty are working closely to think of how to make childcare accessible to families who need it, but also be respectful of hourly staff who are often scheduled for shifts and then shifts are cancelled or no children show up. Mary Ann agreed to pay childcare staff for up to 2 hours of their scheduled time if we schedule childcare and they come in to work the shift and no kids attend.

Additional Programs, Special Worship and Services

-Summer Solstice, Sunday, June 17, 2018

-Water Communion Intergenerational Service, Sunday September 2nd

-Splash of the Sacred at Bryan Park. Sunday, September 2nd Picnic from 5-7pm at Woodlawn Shelter and Pool Party from 7-8pm at Bryan Park Pool (Largest attendance to date, over 150 people in attendance)

Coming of Age is not being run this year. There was a limited pool of eligible participants and unfortunately not critical mass to make it a go. Those who were invited this year, will be offered again next year along with current 8th graders who will be in 9th grade in Fall 2019.

Current Things In the Works:

*Better seating for the Youth Room 210, specifically, more modular seating for varying needs. We want to accommodate a large group of 25 or so comfortably, but also feel cozy for a smaller group.

*Adrienne is serving as the DRE liaison for the Heartland Youth Area Council (high school youth and adults who plan our middle school and high school youth events). She is also serving as co-chair of the Heartland Chapter of Liberal Religious Educators, working to create opportunities for educators to connect and find professional support.

*Emily is continuing to serve as a Spirit Play Trainer, helping to train volunteers across the country.

Exciting Things on the Horizon:

*Our congregation will be hosting regional Middle School Election Conference March 29-31st, 2019.

*Regional Assembly April 5-7th in St. Louis, MO. Since general assembly is in Spokane, WA this year, Mid America will be making a big push to make it accessible and exciting for youth.

*Adrienne and Emily will be attending the Liberal Religious Educators Association (LREDA) Fall Conference in early November in Houston. Workshops offered there will cover: family ministry, faith formation, employment practices, social justice, self care and relationships/power. If you have particular interest in one of these topics, let us know so we can plan our attendance accordingly.