

Unitarian Universalist Church of Bloomington, Indiana

Seeking the Spirit, Building Community, Changing the World

Approved Board Minutes

December 19, 2018



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Board members attending: Michelle Cook, Steven Gilbert, Ed Robbins, Julie Lawson, Sharon Wiseman, Helmut Hentschel

Not attending: Stuart Yoak

Present by invitation of the Board:

Ministers attending: Reverend Mary Ann Macklin, Reverend Scott McNeill

Submitted by: Steven Gilbert

Attached Documents:

- A. Chair's Report to the Board

B. Senior Minister's Report

I. Call to Order

Michelle Cook called the meeting to order at 7:06 p.m.

II. Chalice Lighting and Reading

Sharon Wiseman conducted the chalice lighting and reading.

III. Check-in (All)

IV. Approval of the Minutes

Sharon Wiseman introduced a motion to approve the November 20 board minutes and Ed Robbins seconded. The motion carried.

Michelle Cook introduced a motion to approved the December 9 congregational meeting minutes. Julie Lawson seconded. The motion carried.

V. Senior Minister's Report

Reverend Macklin presented the senior ministers report for the month (see Attachment B)

Reports from Religious Education and from the Leadership Cultivation Committee has been deferred in keeping with a board-approved permanent modification of the regular monitoring schedule.

VI. Old Business

A. Congregational Meeting Debrief

While some of the comments volunteered by congregants during questioning at the December 9 pertaining to timing of payments could warrant further examination, no negative comments were made about the conduct of the meeting in general.

B. 2018-19 Board Agenda Update

Michelle Cook updated the board agenda for 2018-2019. See this item in Reports to the Board, Attachment A.

VII. Monitoring (per Board Policies, Section IV)

A. Safety Procedures (II.B: Staff and Volunteer Treatment)

Safety has been enhanced by the addition of more ushers. Plans for a tornado or fire drill to include the congregation are still being weighed and discussed. Julie Lawson suggested some sort of presentation based on the model airlines use in their safety presentations could be worth considering. Julie will set up a safety training session for board members who wish to participate.

B. Stewardship Committee Update

For update see Attachment A, Reports to the Board.

C. Report from “Coffee with the Board”

Ed Robbins reported receiving one substantive comment by a member disturbed by a lack of emphasis on feeding the long-term endowment. No other significant comments were made at CWTB.

D. Observations to Share

No significant observations.

VIII. New Business

A. Approval of Ministers Housing Allowances

Steven Gilbert moved and Sharon Wiseman seconded at motion to approve the ministers’ housing allowances as shown in Attachment A, Reports to the Board. The motion carried.

B. Sunday Announcements Signup Procedures

Michelle Cook discussed the desire of office staff to move the process of signing up for Sunday announcements from Google Docs to Signup Genius. Michelle said she would have to check up on how this would be handled and by whom. The board agreed this would be an acceptable change.

IX. Executive Session

Board entered executive session at 7:55 p.m.

X. Adjournment

Ed Robbins moved for adjournment at 8:02. Helmut Hentschel seconded, and the motion carried.

ATTACHMENT A

Reports to the Board

Michelle Cook, President

December 19th, 2018

Old Business

Congregational Meeting Debrief

The Board discussed the successes, challenges, and other matters related to the Congregational Meeting held on Sunday, December 9th.

2018-19 Board Agenda Update

President of the Board, Michelle Cook, provided an update at the Congregational Meeting on the progress toward the 2018-19 Board Agenda. An overview of those highlights is provided here.

2018-19 Board Agenda

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.
 - a. The board has been in conversation with the ministers, lay leaders, and congregants to expand the ways in which we “welcome” people into our congregation and its activities. This effort is ongoing.
 - b. Michelle and Rev. McNeill have been working closely with the RE staff to establish and/or refine its practices on welcoming families and leaders with young children in accordance with our values as a congregation.
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.
 - a. Steps toward visioning...
 - i. Board Retreat (completed)
 - ii. Appreciative Inquiry (upcoming in the new year)

- iii. Strategic Goal-Setting (planned)
 - iv. Implementation (planned)
 - v. Monitoring Outcomes (planned)
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.~~
- a. Connections Coordinator, Ann LeDuc believes that a membership committee (or other such ongoing working group) is burdensome to her role and time commitments. The Board will continue to support and monitor the needs of our membership and plan for growth through guidance from Ann and the Ministers.
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.
- a. (1) The Board President and Vice President continue to meet with the Ministers monthly to cultivate this collaborative relationship
 - b. (2) No action has been taken on this item to date
 - c. (3) The Right Relations Committee held a facilitated training of its members. The committee has plans to host a workshop for the congregation in the new year.
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.
- a. With much gratitude for our AV Specialists, Ned and Andy, future goals and needs for technology to be identified during the Appreciative Inquiry and Visioning process

Monitoring

Safety Procedures (II.B: Staff and Volunteer Treatment)

Rev. Macklin presented a monitoring report on the church’s Safety Procedures in accordance with board policies section II.B: Staff and Volunteer Treatment

[Personnel Policies from ChurchDB](#)

Stewardship Committee Update

The Stewardship Committee Undesignated Gifts working group is hereby disbanded at the acceptance of the Bylaw change (Section 7.6) at the Congregational Meeting. The next meeting of the Stewardship Committee will occur on Wednesday, January 9th at 7pm. Topics for discussion include:

- Fundraising
- Crowd-sourcing
- Pledge Drive/Day
- Trends and/or goals in each of these areas

Stewardship Charter

As approved by the Board of Directors on September 20, 2017

Committee Mission: (1) Coordinating short-term fund-raising events throughout the year, (2) coordinate, regarding finances and fundraising as needed, amongst the Planned Giving, Finance Committee, SPF, the Board, and other groups as needed, and (3) work towards strategic goals, e.g. as defined in the [Future of Stewardship Report](#).

Initial membership: President and Vice-President of the Board, Senior Minister or delegate, Treasurer, CFO, delegate from Special Purposes Fund committee, delegate from Planned Giving. The committee will be free to make changes to its membership as it sees fit.

Governance and lifecycle: The committee will choose its own chair, governance processes, and procedures. It will report annually, in December, to the Board of Directors. It will continue to exist as long as deemed useful and ratified by the Board of Directors each January, starting in 2019.

New Business

Approve Ministers Housing Allowances

The board votes to set housing allowance for the ministers for the 2018 calendar year. Additional information is available at: https://www.uua.org/sites/live-new.uua.org/files/clergy_housing_allowance.pdf

Amounts requested by ministers and endorsed by the CFO and the Treasurer:

Rev. Macklin: \$16,850

Rev. McNeill: \$26,000

Rev. Leite: \$17,000

Motion: Approve Ministers' housing allowances as shown.

Sunday Announcements Signup Procedures

The office staff have asked if the Board would consider utilizing the SignUpGenius platform in place of Google Docs to schedule representatives for Sunday Announcements. This action would lessen the burden on office staff to send out weekly email reminders to Board members as this is an automatic function of SignUpGenius. All the other groups -- Java Crew, Worship Associates, Greeters and Welcomers, Friday Volunteers, and so forth are going to transition to SignUpGenius in January.

ATTACHMENT B

Reverend Mary Ann Macklin 2018 December Board Report December 19th

*Please see my 2018 December Congregational Report as a supplement to this Board Report.

*Will meet with Leadership Cultivation Committee on January 2nd as a follow-up to the December Congregational Meeting and my presentation regarding leadership in the 21st century

*We had a successful Bazaar. Thanks to co-chairs Ruellen Fessenbecker and Richard LeDuc. I will meet with them after their debriefing with Bazaar leadership.

*Our tech guys, Andy Beargie and Ned Joyner, continue to enrich our congregational life with their talent, devotion and expertise. We, lay leaders and staff, are utilizing them more each year. I will be asking for an increase in their budget line for the 2019-2020 budget.

*Look forward to clarification of Bylaw changes at the next Stewardship meeting.

*Reverend Laural Hallman visited while I was gone in November to retrieve some items from our archives for digitization---a project of Meadville Lombard Seminary in Chicago. She sent a note back complimenting the ministry of the church as well as the building aesthetics and artwork.

* Save the date: April 20th will be Pledge day.

*In January I will begin weekly Monday luncheons with members of the Bloomington community.

*Special Kudos to the UU Church of Bloomington choir whose involvement with our local community has been above and beyond this 'semester'.

*My first sabbatical leave will be January 28th through February 28th. During that time we will pay Reverend Leite to pick up extra duties in my absence.

Thanks to all the ministers, staff and lay leaders of this congregation who continue to guide us toward our vision of Seeking the Spirit, Building Community, Changing the World.

Respectfully, Reverend Mary Ann Macklin