

Unitarian Universalist Church of Bloomington, Indiana

Seeking the Spirit, Building Community, Changing the World

Approved Board Minutes

December 16, 2020



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Board members attending: Stuart Yoak, Abby Gitlitz, Steven Gilbert, Rich Slabach, Julie Lawson, Jane McLeod, Drew Schrader

Board members absent:

Ministers attending: Reverends Mary Ann Macklin, Dave Clements and Emily Manvel Leite

Present by invitation: Reverend Bill Breeden

Submitted by: Steven Gilbert, Secretary

Attached Documents:

- A. Senior Minister's Report
- B. Social Justice Report
- C. Thoughts on the Minutes
- D. Consulting Interim Minister's Report

I. Call to Order

President Stuart Yoak called the meeting to order via ZOOM at 7:02 p.m.

II. Chalice Lighting

Abby Gitlitz and Rev. Leite jointly lit candles.

III. Check-in (All)

IV. Approval of the Minutes

Jane Mcleod moved for approval of the November Board meeting minutes. The motion was seconded and passed.

V. Senior Minister's Report

Rev. Macklin provided her report to the Board, shown in Attachment A.

VI. Monitoring (Per Board Policies)

Reports on Safety Procedures and from the Leadership Cultivation Committee were deferred until January.

VII. Old Business

A. Social Justice Task Force Report

Rev. Bill Breeden delivered a report on the social justice task forces, shown in Attachment B.

VIII. New Business

A. Senior Minister Housing Allowance

President Yoak moved for approval of the senior minister's housing allowance from 1/1/2021 to 6/30/2021. Julie Lawson seconded and the motion passed

B. Approval of the December Congregational Minutes

Jane McLeod moved approval of the December Congregational Minutes. Abby Gitlitz seconded. Prior to the vote the Board discussed the nature and limits of the board minutes based on an email from Secretary Gilbert (Attachment C). The vote on the motion was then taken and passed.

C. Consulting Interim Ministers Report

Rev. Dave Clements delivered his report as consulting interim minister (Attachment D).

IX. Executive Session

The board entered executive session at 8:20 p.m.

X. Adjournment

The meeting adjourned at 8:21 p.m.

APPENDIX A

Senior Minister Report to the Board

December 16th, 2020

Reverend Mary Ann Macklin

December 13th, 2020 Congregational Meeting

I add my voice to the many who have offered deep gratitude to the Board of Directors, once again, for creating the means and parameters for another virtual congregational meeting in this time of pandemic. Kudos to all of you for the work put in ahead of time, from tech preparation and agenda creation to laying the foundation for the 8th Principle vote. You really are an amazing Board of Directors. Top notch. I believe it is a great and vital turning to have the 8th principle adopted.

Balloon Payment Reminder

As reported at said congregational meeting,

A balloon payment mortgage is a mortgage which does not fully amortize over the term of the note, thus leaving a balance due at maturity. The final payment is called a balloon payment because of its large size. (doesn't get paid off with regular payments)

Our balloon payment will be \$27,463 (within a few dollars) and is due on March 2, 2021.

Have a fundraiser in late January and early February (January 29th at 6:30pm and February 5 at 6:30pm). Livestream two productions.

Resilience Production's Sentences: from the pen to the page, features the writing of Glenda Breeden and Phillip Stroud, adapted to stage by Gladys Devane and Danielle Bruce, with music by Dan Lodge-Rigal. The hope for "Sentences: from the pen t the page", which some of you may have seen the stage production, is to provide human faces for those women and men who are currently incarcerated in prison industrial complex. A facilitators guide and break-out sessions will be offered after the showing of the recording.

Fire In My Bones: A Meditative Opera by Phelps and Macklin. The production of this Opera was over 15 years ago and the cast of characters will include a younger Susan Swaney, a younger Ray Fellman, a very young Jake Woolen and many others dear and near to our hearts. Steve Krahnke directed this production of Fire in My Bones.

We hope you will join us for Dinner Theater via livestream and donate to help us pay off this balloon payment. We plan to have a percentage of each donation go to a cause as designated by these two productions.

Lastly, regarding this large payment, if some of you were planning on making a year-end donation to the congregation, I hope you will consider designating the balloon payment as your designation.

Staff and Minister Time Off

The staff and ministers have arranged for time off (due to Covid capacity stretch) during 2021 for those (staff and ministers) requesting it in a manner that will not disrupt the operations or ministry of the church. At present we have the following: Reverend Leite and Carol Marks will have the month of February off. Adrienne Summerlot and Reverend Mary Ann Macklin will have the month of March off. Other staff are weighing their needs with vacation time already allotted.

Miracle of Lights

Thanks to DRE Adrienne Summerlot, Reverend Emily Manvel Leite and Reverend Susan Swaney, Tech Crew Andy Beargie and Drake, for creating an evening of music and light in these dark days, figuratively and in reality. Last night's drive through extravaganza was a boost for the spirit for many.

Senior Minister Congregational Report

Since I covered other details in my congregational report I still stop here. Plus I'm hungry and it's time for dinner.

May you find stillness and gratitude in the holiday season. Blessings.

Peace and Love, Mary Ann
Reverend Mary Ann Macklin

APPENDIX B

2020 Social Justice Board Report Submitted by Reverend Breeden

First let me say that it has been a joy to once again be a part of the ministry team at UUCB, a congregation that never fails to amaze me. I also want to express my appreciation for the lay leadership that is committed to fulfilling our mission statement: Seeking the Spirit, Building Community and Changing the World.

I am happy to say that the social justice work of this church has not quailed at the challenges of our times.

Jackie Hall has co-ordinated the Zoos of the social justice circle every few months. We have eleven task forces, and most have found ways to function in the midst of this pandemic. To be sure, nearly every task force could use more participants, especially younger folks, but all ages welcome. Recruitment is difficult in a pandemic. There is light at the end of that tunnel, and hopefully we are not looking in the mirror.

We hope to present a virtual concert in the coming months as a fundraiser, for a Habitat Build and other possibilities.

The Trump/Barr killing spree has occupied the Hope for Prisoners task force for the past six months. Three more to go, and I have agreed to be the spiritual advisor to Cory Johnson who is to be executed the day before MLK's birthday. Yusuf Nur, a friend of the congregation will serve the same role for Dustin Higgs to be executed on MLK's birthday. Preceding those two is Lisa Montgomery, who will be the first woman executed in the United State in seventy years. Several UUs rang our "For Whom the Bell

Tolls” bell for some of the previous seven excutions carried out by this lame-duck administration.

Our task forces dealing with homelessness, hunger, racism, sexism, environmental issues, peace, etc. are all honoring our Eight Principles. I am amazed every time I come to the church and find food, clothing and other items for those in need.

That’s all I have at this time. Thanks to you all for what you do.

Peace—bill

12-21-20

Here’s to 1-21-21!

APPENDIX C

Thought on the Minutes

As I created the December 13 Congregational meeting minutes, I found myself struggling with the question of how much information to include. Like most professional people, I have encountered minutes that read like transcripts. So, I decided to consult Robert's Rules and found they do have guidelines for minutes. I want to share these with you for reasons I will explain.

1. The purpose of minutes is to create a legal document.
2. Committees generally don't produce minutes, but produce reports that have the same legal meaning.
3. Minutes are not a transcript of a meeting and should not contain details, itemizations, lists, or action plans; in fact, nothing more than a general summary of actions taken and decisions made.
4. Minutes record of what was done at a meeting, not what was said.
5. Reports may be attached. They should stand alone, independent of comment in the minutes.
6. No item in the minutes should require more than a few lines of text.
7. Of course, motions adopted are an important part of the record in the minutes. Vote summaries may or may not be included, but probably should be included only when relevant (as was true with the congregation minutes from December).

In our case, Board Secretaries should not be required to record and interpret reports, in part because errors might easily result and become part of the legal record. All reports to the board of any importance should include a summary in writing of the reporter's main points. Committee reports should likewise be in writing. Don't forget, these reports have legal status. Very important especially for financial reports.

Board members shouldn't expect the details of plans made at the Board meeting to show up in the minutes. Someone should be recording these details separately, often the President or a chair in charge of taking a particular action. In fact, it may be wise to avoid such planning in the Board meeting and delegate specific steps and timelines to planning by another body, such as an ad hoc committee of the Board. Board meetings should focus of general course of action and leave specifics to such bodies (or for a planning session of the board, acting as a committee of the whole).

Just my thoughts I wanted to share.

APPENDIX D

Interim Consulting Ministers Report Dec. 2020

Time quickly moves forward and it seems hard to believe that by the end of this month I will have been here 4 months. What a challenging time we have all faced with this pandemic and an equally challenge for me to get to know all of you. As we approach the end of 2020 in the few months that I have been with you many things have happened.

- **Meeting with Ministers:** We met as ministers and divided up the roles and responsibilities. There is much work to do and our tasks are more challenging given the lack of direct contact with all of you.
- **Envisioning “Our Future”:** Thank you for all of you who participated in these envisioning sessions. We had over 150 members participate and I enjoyed the sessions that I was able to attend. There were themes that came out of the sessions:
 1. The loss of not being able to meet together is something that each group identified as something that they miss.
 2. Not being able to process the resignation of Reverend Scott and have time just to talk about that still needs to happen.
 3. Not being able to process other situations in the congregation where members were on different sides of a situation and didn't have the time to work together and really listen to others points of view. Feels were hurt and healing needs to happen around these issues.
 4. Appreciating the community involvement of this congregation and the various task forces and groups
 5. Hope for the future is that as a congregation we will continue to be a voice in this community and be engaged in issues that support our values and stand up against issues that do not support our values.
 6. Geography is no longer a boundary. We are a church that anyone in the world can join in and listen to our services and become involved and even join.
 7. Zoom has allowed us to expand our margins we are no longer building bound
 8. Greatest asset is the strength of our leadership and our ministers.
 9. Want us in the future to be a congregation that practices in our actions and in our services what it means to be anti-racist, calling out systems of oppression and white supremacy
 10. A strong desire to be focused on a cause that as a congregation we could learn about and work towards.
- **Task Forces:** Will be the Minister liaison to the group. Have been meeting in their monthly Social Justice Circle.
- **Dealing with Loss:** Working with the staff and helping them to deal with the effect of the behavior of the past minister and will beginning to deal with the members of the congregation.
- **Music- Car Choir:** Working with our Dir. Of Music and have tested our concept on the car choir and found that it can work. Will be and have recorded music and have had great participation.

- **8th Principle:** Have spoken about this in sermons, in meetings and am ready to do my part in educating the congregation, staff and leadership about the importance of beginning to deal with our own biases. Would like to do the 21 day Racial Challenge as well as do a church wide read of the book CASTE .

Interim Consulting Ministers Road Map for 2021 and joint projects for the board and ministers.
Asset Mapping Experience: This would be an online exercise similar to appreciative inquiry. I would like to do this in Feb/Mar –

Racial Justice Focus: Would like the board involved in at least 1 of these projects:

- a. 21 Day Racial Justice Challenge
- b. Church Wide Book Read – “CASTE”
- c. Racial Justice Training that Amy Meskie is developing
- d. Support around the Fundraiser plan on the last Friday in Jan and the first Fri. in Feb.

Ministerial Needs of the Church – Have been working with the ministers to determine all of the tasks of ministry that is required to support the size of this church presently and future growth. Have clearly defined Roles and assigned tasks and have determined that presently there is a need for 2 ½ ministers. This is something that needs to be discussed with the board and also part of a future plans. Perhaps more discussion outside of board meeting.

Staffing Alinement and possible changes: I have been meeting with each staff member on one on one meetings each week and will continue to do so as long as I am here. Purpose of these meetings has been to learn what tasks they are performing and what tasks are defined in their job descriptions. One observation is that the Church Administrator used to be one of the key staff positions but now the Connection coordinator is one of the key staff positions. Staff needs and alinement is area that I will work with the board on in the first quarter of 2021.

Policy Governance and governing in general: Working with the board to determine what type of model would work well to bring the board into something that works that is more of a collaborative style of governing.

Working with the Ministers to help them to define and determine what they want in ministry. Do they want to change? Do they see themselves in the future ministry of this church. I am meeting with both of them each week in one on one meetings. Hope to have an answer by second quarter of next year.

Healing from Ministerial Misconduct – This is an ongoing process. Have been working with the ministers in staff. Each week in our staff meeting I devote time to a different type of exercise that helps the staff to get connected and to begin to heal. There is work that I would like to do with the board and the congregation in this area. I did suggest to Mary Ann and Emily that a consultant be brought in from the region that they both could talk with and just begin to tell their story. Part of the envisioning exercise in question one was designed to bring out in a non-threatening way if there was a need for congregational members to heal and the answers that came back indicated that many believe that the process of Scotts Resining hasn't been processed.

Note: It is extremely difficult to come into a system where meeting the members of the congregation has the challenge of Covid. I am learning to be creative and also to over communicate.