

# Unitarian Universalist Church of Bloomington, Indiana

*Seeking the Spirit, Building Community, Changing the World*

Approved Board Minutes

July 21, 2021



<b><u>A.</u></b>	<b><u>CALL TO ORDER</u></b>	<b><u>2</u></b>
<b><u>B.</u></b>	<b><u>CHALICE LIGHTING</u></b>	<b><u>2</u></b>
<b><u>C.</u></b>	<b><u>APPROVAL OF THE MINUTES</u></b>	<b><u>2</u></b>
<b><u>D.</u></b>	<b><u>INTERIM CONSULTING MINISTER'S REPORT</u></b>	<b><u>2</u></b>
<b><u>E.</u></b>	<b><u>AUDIO/VISUAL TECHNICIAN REPORT</u></b>	<b><u>2</u></b>
<b><u>F.</u></b>	<b><u>COMMITTEE APPOINTMENTS FOR FY 2022</u></b>	<b><u>2</u></b>
<b><u>G.</u></b>	<b><u>MINUTES FOR THE JUNE CONGREGATIONAL MEETING</u></b>	<b><u>2</u></b>
<b><u>H.</u></b>	<b><u>RECOMMENDATION TO THE RRC COVENANT</u></b>	<b><u>3</u></b>
<b><u>I.</u></b>	<b><u>HOUSEKEEPING</u></b>	<b><u>3</u></b>
<b><u>J.</u></b>	<b><u>EXECUTIVE SESSION</u></b>	<b><u>3</u></b>
<b><u>K.</u></b>	<b><u>ADJOURNMENT</u></b>	<b><u>3</u></b>

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

**Board members absent:** none

**Ministers attending:** Reverend Dave Clements

**Present by invitation:** Ned Joyner

**Submitted by:** Steven Gilbert, Secretary

**Attached Documents:**

- A. Interim Ministers Report
- B. A/V Report
- C. Suggested Changes to RRC Covenant

**A. Call to Order**

President Stuart Yoak called the online meeting to order at 7:05 p.m.

**B. Chalice Lighting**

Steven Gilbert lit the candle and provided the reading.

**C. Approval of the Minutes**

Jane McLeod moved for approval of the June Board meeting minutes. After a second by Rich Slabach, the motion was approved.

**D. Interim Consulting Minister's Report**

Rev. Clements addressed Board member's questions and concerns regarding religious education, pledging deficiencies, upcoming staff vacancies, and other issues. His report is Attachment A.

The community minister's reports by Rev. Gilmore and the Review and Examination of the Board's Policy Governance Model will both be rescheduled.

**E. Audio/Visual Technician Report**

Ned Joyner reported that A/V is in good shape, but he shared his perceptions of the challenges UUCB faces in filling and keeping new A/V staff after he leaves in the near future. He suggested options that might help the church retain staff once they are hired. His report is outlined in Attachment B.

**F. Committee Appointments for FY 2022**

Abby Gitlitz moved that Stuart Yoak be retained for FY 2022 as the Board representative on the Leadership Cultivation Committee. After a second, the motion was approved.

Steven Gilbert moved that Julie Lawson be retained for FY 2022 as the Board Representative on the Special Purposes Fund Committee. After a second, the motion was approved.

**G. Minutes for the June Congregational Meeting**

Julie Lawson moved that the board approve the minutes from the June Congregational Meeting. Jane McLeod seconded and the motion was approved.

## **H. Recommendation to the RRC Covenant**

Ann LeDuc suggested to President Yoak that the Board should recommend that the Right Relations Committee should consider changing its covenant to reflect adoption of the 8<sup>th</sup> Principle and change in the number of members on the Committee (Attachment C). Steven Gilbert moved that President Yoak should recommend these changes to the RRC. Rich Slabach seconded and the motion passed.

## **I. Housekeeping**

Board Reading slots and Sunday Announcements were filled through August.

## **J. Executive Session**

The board entered executive session at 8:45 p.m.

## **K. Adjournment**

The meeting adjourned at 9:15 p.m.

# ATTACHMENT A

## Interim Consulting Ministers Report June/July 2021

Lots has happened since we last met at our board meeting in June. Here is an update

- **Staffing**

Religious Education:

**Departure of Our Director of RE:** Stuart and I met with Adrienne and went over her severance package, vacation pay and thanked her for her service. The meeting was well and Adrienne thanked us and expressed how much the position had meant to her. She also talked about her new opportunities and how excited she is to begin and to take with her the things that she learned while serving this congregation.

**RE Interim:** An offer has been extended and a contract signed by our new Interim RE Consultant. Michele Grove will start on August 15<sup>th</sup>. She is excited to begin working. She will be working virtually from her home in Galena Il as well as making monthly visits to Bloomington. (The contract was sent to the board before it was sent to Michele but I have included a copy of the signed contract with this report as well)

Stephanie Kimball has agreed to stay on as the RE Assistant and is looking forward to connecting with Michele and the two of them working together. Michele Grove is moving the week of July 18<sup>th</sup> – July 24<sup>th</sup> but will be reaching out to Stephanie the week of July 25<sup>th</sup> – July 30<sup>th</sup>.

**Something for the board to think about in moving forward:** The RE Position Assistant will require more hours and so I recommend that we increase the Hours from 20 per week to 35.

**Minister of Ritual and Story:** This is a new position which has been created for Reverend Emily. This position speaks to her strengths and she and I are working together over these next few weeks to define the role, responsibilities and accountability of this new position. **I have included a job description with this report and am working on a Letter of agreement contract that I will have completed by the middle of August.**

**Church Administrator:** I have been working with our current church administrator to assist her in redefining the role of a church administrator in a large congregation. This is an ongoing project but with the outcome result of a new job description. Our current church administrator is not leaving nor am I recommending a change. The needs of the church administrator have changed and it is time to update her job with what makes the best use of her skills and time. **I had hoped to have this finished by the end of June but my goal now is to have completed by the end of August.**

**Connections Coordinator:** Rich LeDuc has taken a new position in Winnipeg Canada and the family will be moving by end of August first of September. Ann has agreed to

continue to do the work that she can do virtually until the end of December. I am working with Ann to define what tasks that she is currently responsible for can be done by volunteers.

- **Racial Justice –**

**Planned Congregational Racial Justice Events:**

1. 21 – Day Racial Justice Challenge – We had 125 individuals who signed up to participate in this event. On June 27<sup>th</sup> at 4 pm we held an online zoom meeting to discuss this and only had 4 individuals attend. I have sent out notes to the others and many are requesting holding another gathering sometime in September.
2. Church Wide reading of the book An Indigenous Peoples' History of the United States – June – September We are doing this on an individual basis the first set of questions to ponder will be in this Tuesdays prologue. **I highly recommend that all board members pick up a copy of the book and read it.**
3. Share with the UUCB Board and Congregations the Statement of Conscience (SOC) Undoing Systemic White Supremacy: A Call to Prophetic Action. This was voted on at our recent General Assembly and was passed by the delegates (which I was one representing UUCB). **I plan to talk about this in the Service on August 15<sup>th</sup>.**

**Task Forces –** Task forces met in July while I was on vacation to discuss the opening of our parking lot for parking during the home IU football home games. Jackie Hall is heading up the planning of this. Our next meeting will be the third Tuesday in August. I will continue to be the Ministry contract with this group as we move into this next church year. **Our August meeting will all be about each task force sharing at least one project that they will be working on this next church year.**

**Pastoral care:** I have seen an increase in members reaching out to me just to talk and to share their concerns and issues. I am enjoying having the opportunity to meet with them and to listen and get to know them.

**Other Upcoming Projects:** Interim and Sr Minister working out Tasks, Roles, Responsibilities and authority for the coming church year. Reverend Mary Ann and I will be meeting before September and will have roles, responsibilities, authority and tasks clearly defined and in writing for the board to review by the September Board meeting.

**Interim Minister Projects for coming month to complete:**

- Finish the Letter of agreement for the Position of Minister of Story and Ritual
- Work with RE Interim Consultant and Stephanie to have a plan in place for RE for the fall.
- Finish the new job Description for Church Administrator
- Write up discussion document for Reverend Mary Ann and I to discuss concerning role, responsibilities, authority and tasks.

Interim Plans for this coming church year: **September thru October** will be just helping the members to re connect with each other. In **November** we will do some small group discussion

meetings. **January thru February** will be devoted to creating a timeline and actually paper scroll that can be rolled out in the assemble hall and a congregation gathering will be held. Members will have the opportunity to take a sticky note and place it on the timeline at the point where they joined the church. **March thru May** will be some visioning about what UUCB could be and what the member would like it to be. **May thru June** will be celebrating and saying good Bye to Reverend Mary Ann.

**What the board needs to do:**

**Call a transition team** – These members will work directly with the Interim Minister and the RE Interim Consultant. I would recommend that one or two members from the board be on the team and the rest from the congregation. A good transition team is between 5 and 7 members not counting the Interims.

**Put together a Personal Committee:** Have one or two members from the board on the committee and the rest from the congregation. A good committee size is 5. This committee will work with the Interim Minister on developing and improving our current personal polices and processes.

I would like to see both the transition team and the personal committee up and running by the end of September.

It is a great privilege and honor to have this opportunity to serve this board, the ministers and this congregation.

Sincerely,  
Rev. Dave Clements  
Interim Minister

## ATTACHMENT B

**From:** Ned Joyner <nedjoynermusic@gmail.com>

**Sent:** Sunday, July 18, 2021 5:36 PM

**To:** Yoak, Stuart D. <sdyoak@iu.edu>

**Subject:** Bullet points of AV report

- I will be leaving (8.8.21 is my last Sunday) - what has that meant for the overall flow of AV operations and what does that mean moving forward?
- I have been phasing out of some of the administrative work and bigger projects while Andy has been stepping back in.
- Moving forward, this changing of the guard seems like a good opportunity to clean house, resolve issues embedded in the AV position and to reimagine the AV role at UUCB going into the future.
- What we've been up to the past year
- Expand the system to make it more robust to ensure that the congregation has been able to view virtual worship services.
- This has meant purchasing some new equipment, which was made possible in part by a grant that we received with the help of Von Welch.
- Car Choir

# ATTACHMENT C

## Unitarian Universalist Church of Bloomington, Indiana

*Seeking the Spirit, Building Community, Changing the World*  
**Covenant of Right Relations**



The UUA Principles are:

We covenant to affirm and promote

Thus, we at UUCB covenant to affirm and promote right relations through:

1. The inherent worth and dignity of every person;
2. Justice, equality and compassion in human relations;
3. Acceptance of one another and encouragement to spiritual growth in our congregation;
4. A free and responsible search for truth and meaning;
5. The right of conscience and the use of the democratic process within our congregations and in society at large;
6. The goal of world community with peace, liberty, and justice for all;
7. Respect for the interdependent web of all existence of which we are a part.
8. Add UUCB 8<sup>th</sup> Principle

Striving to be genuinely interested in each others' points of view even in disagreement with others.

Striving to deal with differences in compassionate, respectful and non-hurtful ways. We strive to communicate directly with those involved in a disagreement, seeking out the support of the Right Relations Committee (RRC), if needed.

Striving to seek common ground and shared interests, accepting that we will have different perspectives and working to listen to those who disagree with us.

Striving for respectful dialogue and communication with others with whom we differ or disagree. We strive to engage in this conversation either on our own or with the support of the RRC.

Striving to be open to compromise and areas of agreement that move towards resolution. We understand we may not always reach consensus, but can strive for understanding.

Striving to offer and accept apologies and forgiveness to help reach the goal of a peaceful community with healthy relationships.

Striving to communicate our truth without demeaning others, but while holding up their inherent worth and dignity.

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## The Right Relations Committee

The Right Relations Committee (RRC) **consists of three members** of the congregation, appointed by the Board of Directors in consultation with the Senior Minister and the Leadership Cultivation Committee. Each member of the RRC will serve for up to, but no more than, three years. The members names and contact information will be made available to the congregation on the church website and at least 2 times a year in the Prologue.

The RRC members will:

1. Serve as role models in following the Covenant of Right Relations (CRR);
2. Share healthy communication resources with the congregation;
3. Offer support during times of stress in the congregation; and,
4. Respect privacy and confidentiality, as appropriate.

When support is requested by an individual or group, the RRC can:

1. Clarify the CRR and help apply it to the situation at hand;
2. Provide coaching in healthy communication practices;
3. Support individuals in working through conflict;
4. Strive to help those involved in conflict accept mutual responsibility for working through differences constructively;
5. Support individuals in maintaining cooperative intentions; and,  
Serve as observers/facilitators/mediators of a discussion if both parties agree.

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## Background of the Covenant of Right Relations

We, the members of the Unitarian Universalist Church of Bloomington (UUCB), share a vision of Seeking the Spirit, Building Community, and Changing the World and a mission that follows:

In this liberal religious community of inspiration, love and action:

- we celebrate life
- we nurture one another
- we welcome all
- we care for the earth and
- we work for the common good.

As a member of the Unitarian Universalist Association (UUA), each congregation - including UUCB - covenants with other UU congregations and the UUA. Our covenant affirms and promotes **The Seven Principles**. In every relationship and organization - even in this congregation and the UUA, with our shared mission, vision, and principles - conflict happens.

We developed this Covenant of Right Relations (CRR) as a tool to help us manage conflict in our community, which is diverse in perspectives, ever-changing with each person who enters or leaves our community, and is growing in terms of membership. Taken from the UUA website, a

*“Covenant is the silk that joins Unitarian Universalist (UU) congregations, communities, and individuals together in a web of interconnection. The practice of promising to walk together is the precious core of our creedless faith...Developing a Covenant of Right Relations is an important step in clarifying expectations and creating a safe environment for congregations. ‘Covenant’ is Latin for ‘come together’ and means a ‘solemn agreement’ or ‘promise from the heart’ regarding a course of action between parties (<http://www.uua.org/leadership/governance/covenant>).”*

We use the word covenant for two reasons; first, it has historical relevance - Unitarian Universalist congregations are “covenanted communities” rather than “creedal” ones - which means that we are a church based on our relationships, on the promises we make to one another; this is different than “creed”-based communities where the belief and practices of the community define who can be part of the community.

Second, it is a word to explain what we are doing - making promises to one another. We make promises about how we will relate to one another because we know there will be times where we will make a mistake or there will be conflict. It is not a contract, where there are punitive consequences for mistakes or conflict; rather, a covenant focuses on the relationship and how to attend to relationships rather than adjudicate guilt and innocence. Having a covenant with explicit language helps a community know how to juggle the many different parts of a community.

Some UU congregations developed covenants at their very formation; many congregations worked on covenanting together, especially as they grew. A key recommendation for our church is to develop a congregational covenant and process for handling conflict. Acting on this recommendation, the board appointed a committee to draft a covenant on healthy communication, shared draft documents widely with the congregation, and solicited and incorporated feedback from the congregation to develop our covenant. The covenant represents the congregation taking responsibility for managing itself. In conjunction with the development of the CRR, the Right Relations Committee (RRC) was also developed as a resource to our congregation – its members and friends, ministers and staff, children and youth, as individuals or groups. The covenant frames our intentions to be in right relations with others even in conflict, to support each other as we search for truth, and to go forward in community. If further support is needed, the RRC can be called upon for guidance.