

Unitarian Universalist Church of Bloomington, Indiana

Seeking the Spirit, Building Community, Changing the World

Approved Board Minutes

February 16, 2022



| | |
|---|-----------------|
| <u>I. CALL TO ORDER</u> | <u>2</u> |
| <u>II. CHALICE LIGHTING</u> | <u>2</u> |
| <u>III. CHECK-IN</u> | <u>2</u> |
| <u>IV. APPROVAL OF THE MINUTES</u> | <u>2</u> |
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| C. REPORT FROM THE MINISTER EMERITUS | 2 |
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| B. MOTION TO APPOINT LINDA PICKLE AS INTERIM AT-LARGE BOARD MEMBER | 3 |
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| <u>VIII. POWERFUL QUESTION</u> | <u>3</u> |
| <u>IX. ADJOURNMENT</u> | <u>3</u> |

Board members attending: Stuart Yoak, Steven Gilbert, Abby Gitlitz, Rich Slabach, Drew Schrader, Linda Pickle

Board members absent: Jane McLeod

Ministers attending: Revs. Bill Breeden, Manvel Leite. Michele Grove

Present by invitation: Andrew Appel

Submitted by: Steven Gilbert, Secretary

Attached Documents:

- A. Senior Minister’s Report
- B. Minister of Story and Ritual Report

- C. Emeritus Minister's Report
- D. Rev. Grove's Report
- E. Rev. Grove's Staff Hiring Recommendations
- F. SPF Explanation of Error
- G. Pledge Drive Schedule for 2022

I. Call to Order

President Stuart Yoak called the meeting to order on Zoom at 7:07 p.m.

II. Chalice Lighting

Stuart Yoak lit the candle.

III. Check-in

IV. Approval of the Minutes

Stuart Yoak moved approval of the January 19 Board meeting minutes. After a second, the motion carried.

V. Monitoring

A. Senior Minister's Report

Rev. Macklin is on sabbatical but provided the Senior Minister's report, shown in Attachment A.

B. Report from the Minister for Story and Ritual

Rev. Manvel Leite addressed questions related to the content of the MSR report shown in Attachment B.

C. Report from the Minister Emeritus

Rev. Bill Breeden addressed questions related to the content of the report shown in Attachment C

D. Religious Education Consultant's Report

Michelle Grove addressed questions related to her report on religious education (Attachment D). She also provided recommendations for ongoing RE staffing (Attachment E) with the caution that these recommendations are still being formulated.

VI. Monitoring

A. Report from Special Purposes Fund (SPF)

Andrew Appel led the board through an explanation of how SPF funds are tracked. He also provided an explanation for the nature and cause of an error prompting revisions of the past three years of reports to the Board (Attachment F). The revisions are available in SPF archives as well as in the SPF file in the Board's Shared Documents.

B. Interim Director of Religious Education (RE) Report

Interim Director Michelle Grove provided the report on progress in the assessment and revision of the RE program shown in Attachment E.

VII. Old Business

A. MOTION to accept Julie Lawson's Resignation

President Yoak moved for the board to accept Julie Lawson's resignation from the Board. Abby Gitlitz seconded and the motion carried.

B. MOTION to appoint Linda Pickle as Interim At-Large Board Member

President Yoak moved for the board to appoint Linda Pickle as Interim At-Large Board member to replace Julie Lawson, who has resigned from the Board. Abby Gitlitz seconded and the motion carried.

C. MOTION to appoint the Interim Minister Search Committee

President Yoak moved that the Board appoint the Interim Minister Search, to include Alan Backler, Jane McLeod, Linda Pickle, Scott Sanders and Drew Schrader. Abby Gitlitz seconded and the motion carried.

VIII. Powerful Question

The board and ministers moved on to discuss the powerful question for the month, which was: "How is Service on the Board a Spiritual Practice?"

IX. Adjournment

President Yoak adjourned the meeting at 8:35 p.m.

ATTACHMENT A

Senior Minister Report Notes

February 15th, 2022

Reverend Mary Ann Macklin

*I will be gone February 15th (today) through March 15th in order to complete my sabbatical from over two years ago.

*There is much to be considered for next year's budget and there will be ongoing conversation within our budget committee regarding details while I am away.

*I have asked for recommendation from our Interim Religious Education Consultant regarding religious education staffing for next year and she will present this recommendation at the board meeting.

*Three people responded to my invitation on Sunday to explore a partnership program with Stone Belt Arc entitled Building Belonging and they will be attending a Webinar on March 10th at 2pm with Reverend Sarah Vanderzee McKenney and Shelly Christinesen regarding Disability Inclusion.

*We did have a solid candidate for our Connection Coordinator position, but this person declined in the end, stating that our process had helped her clarify her calling and she appreciated her time with us. President Stuart Yoak will be in touch with Ann LeDuc regarding future plans while I am gone.

*I have asked Reverend Emily Manvel Leite to be our minister liaison for the End of Life Task Force. Upon my return we will need to discern the current and future status of VALE upon my return. (VALE: Vigiling At Life's End)

*Our Pledge Drive for 2022-2023 will be entitled "A New Day—A New Way" with all kinds of cool metaphors. Our minister team will help coordinate the pledge drive with help from lots of folks, including the Board. Church Administrator Carol Marks will send our current calendar for the Pledge Drive which will begin with a March Madness worship service at the end of March. Stay tuned.

*Special Thanks to Reverend Leite and Reverend Breeden and all of our staff and lay leaders for making my time away possible. (Uh, it's not like I gave anyone a choice, but still, I am grateful. 😊 I am tired.)

Thanks for ALL you do.
Peace, Mary Ann

ATTACHMENT B

Minister of Story and Ritual Board Report, February 2022

Reverend Emily Manvel Leite

Highlights this month:

- Met with the board to reflect together on our experiences last year. Thank you again for making time for that important meeting.
- Coming of Age has returned to meeting in person to make chalices and work at the Community Kitchen later this month. I'm looking at the possibility of a summer camp-out in lieu of the canceled Coming of Age overnight.
- Met with an interfaith group to begin planning a service to mark 2 years of living with the pandemic. I will attend the Multifaith Alliance meeting this month to strengthen our ties to that community.
- Opened the Covid Memorial Installation to visitors every Sunday from 12-1PM, and maintained tracking the writing of numbers and the telling of the emerging story of Covid times.
- I am working with a congregant on possible rituals for re-entry for individuals and as a congregation as in-person congregational life opens up again.
- Working with Michele Grove on the February 27th service and with Stephanie Kimball on Earth Day/Easter service, hopefully including a baby dedication.
- At Mary Ann Macklin's request, I have become the ministerial liaison to the End of Life Task Force, and am working with them on their future plans.

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Reverend Emily Manvel Leite (she/her)
Minister of Story and Ritual

ATTACHMENT C

Rev. Breeden Board Report: February 2022

- Did not attend January Board meeting because of a request to meet with students at the University of Evansville Newman Center. I was asked substitute for Sister Barbara Batista who has worked with me for several years on anti-death penalty actions. We both served as ministers to men who were executed in the Trump/Barr killing spree of 2020-21. It was an interesting two-hour meeting with some very bright students, although I had to deal with a faculty sponsor who did his best to convince the students that legalized murder was not the same as murder, and that Jesus of Nazareth was not a pacifist. I had to ask him to be quiet because I had driven down to dialogue with students. The students appreciated his exit.
- The funds raised to help families visit inmates on federal death row were transmitted to the Sisters of Providence in Terre Haute. The fund now has \$12,000 in it, and we hope the first visitations can begin before long, although Covid has closed visitation at present. The funds will be monitored and accounted for by a The Sisters of Providence and an attorney who works with death row inmates. Very few inmates on federal death row have ever had family visits, because families are spread across the nation, and most of them are in the lower income brackets.
- I have visited folks at Bell trace this month and will continue to do so, and also drop by Meadowood. Glenda and I were scheduled to do music for Bell Trace last month, but it was canceled due to Covid spike.
- It is a joy to be working with Rev. Macklin and the rest of the staff here at UUCB again, and I am thankful for the opportunity.
- I have had several pastoral calls since coming back on staff, and have provided support for folks who have lost loved ones. It is one of the most rewarding tasks of ministry.
- Thanks to the board members for your continuing committee to lead this congregation.

peace—Rev. Bill

ATTACHMENT D

Unitarian Universalist Church of Bloomington

Report to the Board

February 2022

Interim Religious Education Consultant, Michele Townsend Grove

In January, the interim religious education transition team (Beth Lodge-Rigal, Drew Schrader, Stephanie Kimball and myself) facilitated an online listening session called, ***Embracing the Interim: Exploring our Religious Education Heritage***. Nine people joined the conversation which included an opportunity to share stories and remember people who have been instrumental in the formation of UU Bloomington's religious education program. Loving stories and memories were shared. These stories and memories demonstrate a rich and vibrant UU Bloomington lifespan religious education history. There were also conversations and questions which referred to the most recent professional religious education transition. The interim religious education transition team have discussed the possibility that fewer people are active in these listening circles and in religious education offerings because they are still working through the recent religious education professional transition. If so, it is a normal response and made more complicated by pandemic. In February, we will host listening sessions which explore religious education identity and core values. An in person listening session will be held on Sunday, February 27th. Anyone from the board is welcome and encouraged to attend.

An **adult religious education program** rolls out in February with several offerings and great enthusiasm. The religious education staff hopes to design a system which sustains several adult religious education offerings each semester. As we work on the current offerings, we are also in conversation about possible offerings for the fall.

Two Sunday morning weekly programs will begin on February 20th. Spirit Play for ages 3-6 and IMUU (I am Unitarian Universalist) for ages 7-13. This is the beginning of redeveloping volunteer leadership teams and programs which engage children and youth in a program they can count on happening every week. We will continue the program if it is safe to do so and appreciate NEST's guidance.

In addition to this report is a **proposed lifespan religious education staffing plan**. This is a work in progress since the interim religious education discernment process will continue through March. It is a work in progress and will be informed by the evolving stewardship and budgeting process.

I am on staff until June 30, 2022 **and have set the following goals:**

1. To resource and recommend for future lifespan religious education staffing based on the outcomes of the Embracing the Interim sessions in January, February, and March.

These recommendations are also informed by current programming and the congregations mission and vision.

2. Set up an OWL training for new trainers who will be equipped to run next years elementary and middle school Our Whole Lives program.
3. Partially set up next fall's adult religious education program which will include adult OWL.
4. Work with the religious education coordinator to create a 3-year learning cycle based on the congregation's mission. This will serve as the foundation for future programming.

Thank you for all your work. It is a pleasure to be a part of this year's work.

Michele Grove, Interim Director of Religious Education

ATTACHMENT E

Unitarian Universalist Church Bloomington, IN
Religious Education Staffing
A Working Document Update February 14, 2022
From Michele Townsend Grove

For a summary of each line of the fair compensation religious education chart, see page 2 of this document:

https://www.uua.org/sites/live-new.uua.org/files/capsule_job_descriptions.pdf

For guidance on staffing: https://www.uua.org/files/documents/recc/recred_staffing_levels.pdf

I am still not clear on how many active children/youth are in the program because of the nature of the pandemic. I am using the 100-150 line for 2 reasons:

1. That is the number UU Bloomington provided the UUA for Fiscal year 2020
2. This range fits well within the scope of potential children and youth in the UU Bloomington database

Staffing for growth is a model which looks to the future. It provides enough bandwidth within the professional staffing to build new programs and opportunities for lifespan religious education involvement. Here is one example where you will see staffing for growth benefit UU Bloomington: currently, there is a solid middle high Our Whole Lives (OWL) program. In a staffing for growth model, there is enough professional bandwidth to grow and support Elementary, Senior High, and adult OWL in addition to 7-9th grade OWL. This is one example. Both 10-week coordinator positions listed below could be combined into a part time position which could grow as needed (for example, it could include campus and young adult ministry as it grows)

Please note that these are recommendations based on numbers of children, youth, adults and families along with potential program development. This recommendation has not been aligned with the budget. I have had several conversations with Rev. Macklin and know that budget design is in process. As more concrete budget numbers and priorities emerge, it will be wise to merge this recommendation with the available resources.

My recommendation (staffing for growth)

1. Full time DRE who supervises and coordinates a lifespan religious education program.
2. 10 hour a week youth coordinator who works as a part of a religious education to coordinate youth programming for 6-12th grade (and can grow into a position which would over see middle school, young adult, emerging adult in the coming years). As it grows, the person in this position could also oversee middle high, senior high and young adult OWL). It is important to note that this role does not cover the youth programs coordinated by the minister of story of ritual. The minister of story and ritual role intersects with the religious education team and would continue to run Coming of Age, Age of Reason, Bridging and other rituals which include children, youth and families.
3. 10 hour a week assistant or specialized coordinator (OWL coordinator, adult religious

| | Minimum | Mid | Max |
|--|---------|--------|--------|
| Religious Education Coordinator | 40,000 | 47,100 | 53,900 |
| Religious Education Director (can supervise staff) | 52,300 | 61,500 | 70,700 |

education coordinator, or other)

Geo index 2 numbers for religious education director and religious education coordinator.

A note about current UU Bloomington professional leadership

1. Stephanie Kimball serves as a 30 hour a week coordinator. She served as the religious education assistant prior for more than a year prior to taking the coordinator role. Stephanie's leadership, vision, connection with families, and religious education expertise is excellent. Even though she is new to this field, she has the instinct for religious education. Moreso, Stephanie has a vision which fits the needs of the twenty-first century Unitarian Universalist. I believe she will continue to be a gift for this congregation and the denomination.
2. Working with Emily Manvel Laite has been a joy. Her role as minister of ritual and storytelling overlaps with religious education in many areas and the three of us (Stephanie, Emily and I) meet twice a month to coordinate efforts and dream a future where the pandemic does not limit us as much as it has this year. Having a minister of ritual and storytelling speaks to the spiritual and communal needs of this congregation and Unitarian Universalism. It is visionary and works well within the mission and vision of the congregation and lifespan religious education.
3. This is a working document because the interim process is still evolving. Since this is the season of budgeting, it is wise to begin the conversation.



Steven Gilbert <stevengilb@gmail.com>

Error in the SPF Endowment calculations found and corrected

1 message

ANDREW APPEL <dappels@comcast.net>

Sat, Feb 12, 2022 at 12:37 PM

To: "Rev. Mary Ann Macklin" <macklin@uubloomington.org>, Steven Gilbert <stevengilb@gmail.com>, Stuart Yoak <sdyoak@iu.edu>, Carol Marks <admin@uubloomington.org>

Cc: Ruth Aydt <aydt@icloud.com>, Rich Slabach <richslabach@hotmail.com>, Ed Long <edlong56@earthlink.net>

Good afternoon,

The SPF Reports folder in the church Google Docs has to be archived occasionally when it gets too large to function efficiently. This is where the SPF quarterly, Board (biannual), and Congregational (annual) reports are generated. After the end of the 2020-2021 fiscal year, I started the archiving process and discovered an incorrect cell reference in the Endowments tab that calculates the quarterly distributions from the endowments. Looking at the archived SPF Reports files, this cell-reference error was traced back to the 19Q2 (September-December 2018) report timeframe. Instead of going into a lengthy explanation here, I will say that:

- 1) The effect of the error was to underestimate the Operational endowment distribution and over estimate the SPF Endowment distribution.
- 2) Apparently, the SPF Endowment error was found and corrected at an earlier time. It was not incorrect in the folder I was archiving, but Ruth Aydt found evidence that it had been incorrect awhile ago.
- 3) The magnitude of the dollar amount errors accumulated over time was less than 1% of the fund total value (with one exception of a line with a very small starting value).
- 4) At no time did these errors impact a decision made by the SPF Committee.
- 5) The error and corrections are fixed and fully documented with reports with errors and without errors for reference.

The detailed explanation can be found at SPF>Public>Reports>2022-CellReferenceErrorsWriteup.pdf or via this link:

https://drive.google.com/drive/folders/0B0YCA8SjU_BsYUIIREhHTV9yRTg?resourcekey=0-XLwcB19hAt21E_EbAnPqFw

Attached are corrected reports for 19B2, 20B1, 20B2, 21B1, 20C1 and 21C1. Please replace the existing files in the Board archives and congregational meeting minutes with these reports. I did the initial work and Ruth did the in-depth work to fix these problems, so please contact either of us if you have questions.

Best regards,
Andrew Appel
for the SPF Committee

6 attachments **19B2 Corrected Replacement.pdf**
45K **21B1 Corrected Replacement.pdf**
44K **20B2 Corrected Replacement.pdf**

43K

 **21C1 Corrected Replacement.pdf**
74K

 **20B1 Corrected Replacement.pdf**
44K

 **20C1 Corrected Replacement.pdf**
74K

Feb-March 2022—Pledge Drive

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|--------------------------------------|-----|-----|---|---|--|-----|
| | | | | | <i>Feb 25 Carol: Send pldg sttmnts for 21-22</i> | 26 |
| 27 | 28 | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 <i>Carol: Send "Save the Date" Postcard or email (only if there is big pledge event)</i> | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 <i>Pledge drive begins</i> | 28 | 29 | 30 <i>Carol: Email to cong from Stuart</i> | 31 | | |

April 2022-Pledge Drive

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|--|--|--|-----------|-----------|-----------|
| | <i>Drew & Arzetta will help.</i> | <i>Staff will help.</i> | | | <i>1</i> | <i>2</i> |
| <i>3 Labeled Pledge cards available at church. Online pledging avail-</i> | <i>4</i> | <i>5 Carol: Email to cong from Ministers</i> | <i>6</i> | <i>7</i> | <i>8</i> | <i>9</i> |
| <i>10 Pledge cards at church; online pledging</i> | <i>11 MAM out 11-18 for family wedding</i> | <i>12</i> | <i>13 Carol: Give Remaining pledge cards to Drew for the Board by 4/20</i> | <i>14</i> | <i>15</i> | <i>16</i> |
| <i>17 EASTER Pledge cards at church; online pledging</i> | <i>18</i> | <i>19</i> | <i>20 Bd makes pledge calls. Turn in cds 5/1</i> | <i>21</i> | <i>22</i> | <i>23</i> |
| <i>24 Pledge Drive Ends. Rev. Chris Long in pulpit</i> | <i>25</i> | <i>26</i> | <i>27</i> | <i>28</i> | <i>29</i> | <i>30</i> |

May 2022-Pledge Drive Wrap-up

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|-----|-----|--|-----|-----|-----|
| 1 <i>Board return all pledge cards & pledge info to CMarks mailbox</i> | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 <i>Board approves budget for 22-23</i> | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | <i>Cong approves budget at 6/12 Cong mtg</i> | | | |