

Unitarian Universalist Church of Bloomington, Indiana
Seeking the Spirit, Building Community, Changing the World



Board Minutes
April 17, 2024

I. Call to Order and Chalice Lighting	2
II. Check-in	2
III. Approval of the Board Minutes	2
IV. Reports	2
A. Interim Lead Minister Report	2
V. New Business	2
A. Congregations Meeting to Call a New Minister	2
B. Interim Assessment	3
C. June Congregational Meeting	3
D. Allocation of Funds from Haynes Gift	3
E. Policy for Dealing with Unallocated Gifts	3
F. Pledge Drive Update	3
G. Proposed Budget	4
H. Policy for Removing People from Membership Rolls	4
VI. Old Business	4
B. Policy Review	4
C. Review and update board position descriptions	4
VII. Housekeeping	4
VIII. Parking Lot	5
IX. Executive Session	5
X. Adjournment	5

Board members attending in person: Regina DiLavore, Bill Lonnberg, Jane McLeod, Linda Pickle, Abby Gitlitz

Board members attending via Zoom: Mary Craig

Board members absent: Drew Schrader

Ministers attending via Zoom: Reverend Connie Grant

Guests attending in person: None

Guests attending via Zoom: None

Submitted by: Regina DiLavore, Secretary

Attached Documents:

- A. Lead Minister's Report

I. Call to Order and Chalice Lighting

President Abby Gitlitz called the meeting to order at 7:02 pm. The chalice was lit, and a quorum was in attendance.

II. Check-in

III. Approval of the Board Minutes

Secretary Regina DiLavore moved to approve the March 2024 Board Meeting minutes. Jane McLeod, Vice President, seconded the motion and the motion carried.

IV. Reports

A. Interim Lead Minister Report

Highlights from the interim lead minister's report include:

- The current membership number is 448.
- The final UUCB history service for this year will be on May 26, focusing on the history of the choir.
- The final Interim Ministry Appraisal is due to the UUA by the end of June.
- Reverend Grant will be away during candidating week.

The Lead Minister's Report is provided in Attachment A.

V. New Business

A. Congregations Meeting to Call a New Minister

Drew Schrader, Member at Large and Hans Kelson, Technology Coordinator are finalizing the electronic voting system for the special congregation meeting to call Reverend Susan Frederick-Gray as our settled minister. The meeting will be at noon on April 28.

Members of the search committee will describe the search process and Abby Gitlitz, President, will explain the meaning of a "yes" vote and a "no" vote regarding Reverend Susan Frederick-Gray becoming our settled minister. The call for the vote will then commence. Paper votes will be used in the sanctuary and online voting will be available for those members attending online. Hans Kelson will check in members online as they arrive. The votes will be tallied immediately after the vote. Reverend Susan Frederick-Gray will be informed of the results immediately.

If non-members arrive at the meeting, Abby Gitlitz will speak with them about the process for joining the church or renewing their membership. Board members will help with the check-in and vote tally.

B. Interim Assessment

The interim assessment must be completed by the end of June. Jane McLeod will provide the Board with the assessment that was submitted previously. Board members will begin populating responses before the May 15 board meeting.

C. June Congregational Meeting

The June Congregational Meeting will be held on June 9 at noon.

D. Allocation of Funds from Haynes Gift

Andrew Appel suggested that the Board discuss the best use of these funds and then make a request to the Special Purposes Fund (SPF) Committee. The Board decided that of the \$25,000 donated to the church, \$15,000 will be allocated to the purchase of a shed, installation, and ground preparation. The remaining funds will be allocated to the operational budget. Initially the shed fund auction proceeds will be utilized, followed by using up to \$15,000 to fully fund the project.

E. Policy for Dealing with Unallocated Gifts

SPF is drafting a policy for unallocated gifts. Further discussion has been postponed to the May Board meeting. The draft policy allows donations to be allocated to one of four options:

1. Operations
2. Operational Reserves
3. Investments
4. SPF Decision

F. Pledge Drive Update

Discussion postponed to May.

G. Proposed Budget

Bill Lonnberg presented the proposed budget for 2024-2025. The Board will discuss potential cuts to the budget during the May Board Meeting based on the results of the pledge drive. The proposed budget will be presented to the Congregation during the June 9 Congregational Meeting.

H. Policy for Removing People from Membership Rolls

The Bylaws require a financial commitment from all members. A procedure will be developed to determine how to manage the following two scenarios:

1. Members who do not pledge and do not request a waiver
2. Members who pledge, but do not fulfill pledge and do not request a waiver

The Board discussed a communication plan and timeline for this procedure. This procedure will be published in the May Perspectives Newsletter.

- At the end of the fiscal year, early July, a written letter will be sent to the members who have not pledged followed up with a phone call from Anabel Watson, Connections Coordinator by the end of July.
- A pledge commitment must be received by August 15 to maintain membership for the next fiscal year.

Members who do not fulfill their pledge in part or in full will receive a letter on the same schedule.

The Pledge Drive Committee, a standing committee of the Board, has two members stepping down. The Board will discuss potential replacements and Abby Gitlitz will reach out to them.

VI. Old Business

A. Board Lunch April 21

Jane McLeod will send a reminder to the Board about set up, clean up and food for the brunch provided on April 21.

B. Policy Review

The Board reviewed feedback received on the draft policies. This feedback will be incorporated into the revised drafts, as appropriate. The calendar will then be updated to reflect any changes arising from the finalized policies.

C. Review and update board position descriptions

The Board discussed updating the Board Position descriptions.

VII. Housekeeping

Housekeeping was not discussed.

VIII. Parking Lot

NA

IX. Executive Session

The Board entered executive session at 9:07 pm.

X. Adjournment

The meeting was adjourned at approximately 9:13 p.m.

Attachment A

Date: April 17, 2024
To: Board of Directors
From: Rev. Connie Grant, Interim Lead Minister
Subject: Monthly Report – April, 2024

Membership/Welcoming

- After roll review, current membership is 448.
- In April, six new greeters were trained, and 7 more are lined up to be trained in May.
- The Welcoming Team, with Jason Michalek and Stephanie Kimball, is planning a workshop on Radical Hospitality—how to be truly welcoming to all.

UUCB history

- The final UUCB history service that I'm planning for this year will be on May 26, focusing on history of the choir (with Sue Swaney and Connie Loftman). A reception in honor of Sue is being planned by the choir to follow the service.

Interim Ministry Appraisal

- A final Interim Ministry Appraisal is due to the UUA. The form is here [www.uua.org › files › doc › interim_ministry_appraisal](http://www.uua.org/files/doc/interim_ministry_appraisal). We need to complete this by end of June.

Time away

- During candidating week, I'll be doing my job of being "elsewhere" (in Phoenix and participating in Transitional Ministry Seminar). Rev. Susan be your minister during the week (and will use the minister's office). (I'll be reachable in the usual ways if needed.)