

Unitarian Universalist Church of Bloomington, Indiana

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



Board Minutes

December 17, 2025

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**Board members attending in person:**

Jane McLeod, President

Linda Pickle, Vice President

Bill Lonnberg, Treasurer

Regina DiLavore, Secretary

Mary Craig, Board Member at-Large

Pam MacLaughlin, Board Member at-Large

Steve Mascari, Board Member at-Large

Reverend Susan Frederick-Gray, ex officio Board Member

**Submitted by:** Regina DiLavore

**Attached Documents:**

A. Consent Agenda

- President's Report
- Lead Minister's Report

## **I. Call to Order and Chalice Lighting**

Jane called the meeting to order at 7:01 pm. The chalice was lit, and a quorum was in attendance.

## **II. Check-in**

## **III. Approval of the Consent Agenda**

The consent agenda consisted of the following items:

- November 2025 Fiscal Dashboard and Statement of Cash Flows
- President's Report
- Lead Minister's Report
- November 2025 Draft Board Meeting Minutes

Jane moved to approve the consent agenda except for the November Board meeting minutes, the motion was seconded and carried. See Attachment A for the consent agenda reports.

## **IV. Unfinished Business**

### **A. November Board Meeting Minutes**

The Board discussed how best to represent the covenant with Reverend Emily Manvel Leite in the minutes.

### **B. Debrief of Mid-Year Meeting**

Discussion was held regarding the timing of the mid-year meeting, initiated by feedback and inquiries concerning its December schedule. It was affirmed that the Bylaws stipulate the mid-year meeting must occur no more than six months following the close of the fiscal year. Unless the Bylaws are revised, the mid-year meeting cannot be moved to January.

A concern was brought to the attention of the Board regarding an oversight in failing to provide childcare for members during the meeting.

In the future, the on-line ballot will be designed to align with the in-person paper ballots.

The next step in the Bylaws revision will be to revise the Word version and upload files to the governance documents folder. Jane will file the amendments to the articles of incorporation right away.

Jane addressed previous comments regarding the eligibility of congregants aged 14–18 to serve on the Board. Currently, these members are ineligible due to Directors and Officers (D&O) insurance requirements. The Board will investigate amending the Bylaws to resolve this restriction.

## **V. New Business**

### **A. Increasing Ministerial Support**

Reverend Susan led a discussion regarding increasing ministerial support. Estimated costs for a full-time associate minister were discussed, noting minimal savings for a three-quarter time minister due to consistent benefit costs. The possibility of a ministerial intern was discussed (typically part-time for two years or full-time for one year). The Board discussed the possibility of a one-year full-time intern minister, acknowledging the ultimate need to budget for a full-time associate minister. The associate minister would be on staff and not called. Logistics of hiring an intern minister were discussed, noting a shorter and simpler hiring process, usually based on Zoom interviews.

A committee would need to be appointed by January or February to hire an intern minister for Fiscal Year 2027. Reverend Susan also noted that UUCB will be a good teaching church. The Board considered a campaign to seed a fund for a full-time associate minister. The discussion concluded with an acknowledgment that UUCB is short one full-time employee, which limits programming, and that adding staff would be part of a long-term plan. Bill and Reverend Susan will calculate the potential costs associated with additional ministerial support, including hiring, salary, and benefits.

### **B. Revision to Ministerial Agreement**

The Unitarian Universality Association (UUA) recently published suggestions for improving ministerial agreements; most importantly the number of days off during each work week. Therefore, UUCB revised the agreement with Reverend Susan exactly as provided by the UUA with two days off from congregational duties per week. Another minor clarification was made regarding extended medical leave.

Jane moved to accept the amendments to Reverend Susan contract, Steve seconded and all voted yes. Jane will revise the contract and follow up with Reverend Susan.

## **VI. Executive Session**

The Board entered executive session at 8:17.

## **VII. Adjournment**

The meeting was adjourned at approximately 8:37.

**ATTACHMENT A**

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**UUCB Board Meeting**  
**President's Report**  
**December 17, 2025**

If you would like this report, or any other items from the consent agenda, to move to the regular agenda, please let me know by Tuesday, December 16 at 5pm.

I don't have much to report beyond things you already know about. By the time you read this, the midyear congregational meeting will have been held and we will know the fate of our proposals. (All passed nearly unanimously!) When preparing for the meeting, I realized that we have not taken concrete steps toward meeting a few of the goals we set for ourselves in August (e.g., develop a plan for more intentional assessment of the health and performance of the congregation). We will have an opportunity to review our goals in January.

I believe that Rev. Susan will share a request from the Mission-Vision Discernment Working Group to change its name to the Vision Discernment Working Group. The request follows from a decision within the group to focus on Vision, rather than Mission, Discernment this year.

Andrew Appel learned at the last minute that he will be unable to attend this meeting. He will either submit a written report or join us in January.

It is not too early to think about the 2026 service awards. You can find a spreadsheet that carries over last year's nominations [here](#).

The January Perspectives article slot is [open](#). Please sign up for it if you are able. There are also several Sunday Board [representative](#) slots available in spring.

One of our main agenda items this week is to consider revisions to our ministerial agreement with Rev. Susan. The proposed revisions would align our agreement with recent UUA recommendations. A version of the agreement with changes tracked is available for your review.

I look forward to seeing you soon!

December 2025 Lead Minister's Report to the Board  
Unitarian Universalist Church of Bloomington  
Submitted by: Rev. Susan Frederick-Gray

**General Reflections:** December is always an exceptionally busy time of the year for the church and ministers. This is no exception. I am increasingly feeling the need for an additional minister, particularly in how I am struggling to find time to attend to more long range matters (e.g. planning for ministerial support, budget planning, worship planning). And there are ideas I have for the church but we don't quite have the capacity to launch them. I know we will make progress on this over time, but just want to name this struggle. Otherwise, the ministry seems to be going very well and I continue to be delighted to be your minister.

**January's Theme:** Community of Courage

**Calendar highlights:**

I have two clergy events happening back to back in Albuquerque, New Mexico, from January 22nd to Feb 2nd . I have the pulpit filled for both Sundays. The first event is the annual gathering of the Senior Ministers of Large UU Churches and the second is the Institute for the Learning Ministry conference organized by the UU Ministers Association. The SMOLUUC retreat will offer training on justice organizing from a minister in Wisconsin. For the second event, in addition to featured speakers and worship, I am taking a class called "Performing a Liberation Theology of Improv." I am excited to study and practice something I have never done before - improv. My exact dates of travel are not set yet, but it will not be longer than this time frame.

**Updates and Highlights from Ministry:**

Mission/Vision Discernment Working Group: This group met for the third time last week and has clarity that the most important conversation to lead is on Vision. This discernment came through reading through UUA materials about Mission and Vision (how they are different, how they relate, which should come first) and feeling that the congregation has a fairly intuitive sense of mission. This sense of mission is captured adequately in the *seeking spirit, building community, changing the world* language that we currently list as our vision. While we may want to offer changes to this, the group feels that the far more important conversation to have is not about why we exist, but what our aspirational dream is for our future (who we want to become, how we want to grow, etc). These are questions of vision. So, the group would like to rename itself the "Vision Discernment Working Group" so that we are communicating clearly to the congregation that our focus is to help the congregation in discerning a vision for our

future. If anyone has concerns with this change of name, we can pull this for discussion in our regular agenda. Otherwise, if this seems reasonable, the group will move forward using this name. Thus far, none of their work has been public so it shouldn't be confusing to the congregation. And we are hopeful the change in name clarifies our work to the congregation.

### **Monitoring Report on Personnel Policies and Safety Updates**

In December the Minister is to provide reports on the these two areas. My reports on each are below.

#### **Personnel Policies:**

First, the Personnel Advisory Committee and I are reviewing the Personnel Manual and have identified areas where we may want to make changes. In particular, the area of benefits and time off need review. I am hopeful we can bring recommended changes to the Board by the end of this fiscal year.

One of my goals for staff and the congregation has been to have all core staff on Long Term Disability (LTD) Insurance. This insurance, offered through a Group plan by the UUA, is really important in caring for our staff in the event someone became disabled. The good news is that as of January 1st, all of our core staff will be enrolled in this LTD insurance.

Our core staff is: Amanda Waye, Anabel Watson, Hans Kelson, Jo Bowman, Stephanie Kimball, Sue Swaney and myself.

However, in working on this, I discovered we were out of compliance with our personnel policies regarding this insurance. Our personnel manual states:

#### **“Group Dental, Term Life, And Long-Term Disability Insurance**

Employees who are expected to work 750 hours per year are enrolled in term life insurance and long-term disability insurance through the group plan sponsored by the UUA. The cost of insurance is deducted post-tax from the employee's salary.”

All core staff meet this eligibility, but only Amanda, Hans, Jo and Susan were enrolled. There was an oversight that Stephanie was not enrolled and we have been trying to fix this for more than a year. That other staff were not enrolled was an oversight by administrative staff and maybe due to having so many new staff. This will be resolved on January 1, when all eligible staff will be enrolled. However contrary to the policy, the church has been paying for the LTD and Life Insurance for staff who were enrolled. Given this, for the next year, we will also pay for the LTD insurance (and Life if they enroll) for the staff being added to the plan.

Ultimately, I think it is important to require staff to have LTD. I do not know that it is equally important to require life insurance. This is a policy that the Personnel Advisory committee needs to review and I have alerted staff that while the congregation is paying for the insurance for the calendar year 2026, this may change going forward to comply with the policy. There is a tax advantage to having staff pay for the insurance themselves, rather than the church, so this needs to be considered. The church can also pay for it and impute it as salary separately, but I need to understand how complicated this is to implement for our administrative staff.

### **Safety Update**

The most important safety update is that the new doors with crash bars have been ordered for the Meeting Room and I am hopeful they will be installed in the next few months! This will be a critical safety improvement for the campus.

At their December meeting, the SPF voted to approve a \$25,000 disbursement from their available funds for the Capital Improvements projects which include these new doors, new windows, kitchen updates and parking lot repairs and re-sealing. So, these projects will be moving ahead over the course of the 2026.

One additional update. Matt Stonecipher has it on his task list to update our safety procedure reference guides that hang throughout the building. This has been moving slowly but it is on his list.