

# Unitarian Universalist Church of Bloomington

Un-approved Minutes of the Aug 18th Board of Directors Meeting

**Attending:** Steve Dillon, Carol McCord, John Lawson, Abby Gitlitz, Andrea Murray, Kevin Rottet, Reverend Mary Ann Macklin, and Reverend Bill Breeden.

**Not attending:** Chris Haynes, Denise Ogren

Call to order by Steve Dillon, President, at 7:07

Chalice Lighting by Mary Ann Macklin

Motion: Approve the July 21<sup>st</sup>, 2010 Board of Directors Meeting minutes

Moved by John Lawson, second by Carol McCord

Vote: approved unanimously

## **Executive Minister's Report**

Reverend Mary Ann Macklin gave brief reports on several issues.

-Commission on Appraisal will be held at the Church October 2<sup>nd</sup> to talk about the topic "Who is in Charge Here: Ministry and Authority in the Church".

-Preposterous Proposal - Exploration of creating a satellite in Paoli.

-Leap of Faith program - see handout Mary Ann emailed to all.

## **Treasurer's Report**

John Lawson, Treasurer, reported briefly on the 2010-11 Operating Budget, specifically how we stand on pledges paid.

## **Property Concerns**

-Bill discussed coming up with 5, 10, and 20 year plans for the maintenance of the church.

-RE is getting a new sump pump.

-The woods out back do not belong to the church and EarthKin cannot be there because of liability concerns.

-The sound committee has found someone to revamp our building's sound.

-Greenspaces is starting to interview landscape architects.

## **New Business**

-Discussed the bypass expansion and the loss of the trees that are not ours but we still love them.

-Church insurance policy - See emailed hand out.

-Board/management team - Things are going well.

-Board retreat - We are shooting for having it October 30<sup>th</sup>, fall back date Nov 6<sup>th</sup>.

-All day Saturday. Carol will ask Sherri Woodbury to come facilitate.

-The first three hours to be spent on process, how do we vision, why.

-The second three hours to be spent on visioning.

## **Old Business**

-Special purposes fund –According to the by-laws as they currently stand John does not have voting rights on the SPF. He will look into changing the by-laws at the December congregational meeting.

-Ends Statement Development - There was some discussion about the process for completing the Board Policy Ends Statement. We agreed to all come up with something by next month and bring it to the September meeting.

What is the Ends Statement? It is a board function and a living document.

The board sets it

The staff implements it

The board monitors it

-We agreed to ask Chris to send us what we have so far.

## **Motion: to adjourn**

Moved by Steve Dillon, second by Carol McCord

Vote: approved unanimously

The meeting adjourned at 8:34 PM

II.F.1-2 Asset protection (insurance) Report

August 13, 2010

By Carol Marks, Church Administrator, for the Management Team

Unitarian Universalist Church of Bloomington, Indiana

Summary of insurance policies, limits, and coverage.

Our congregation is insured with a Multi-peril policy and workers compensation policy through Church Mutual Insurance Company, of Merrill, Wisconsin. when I began this report, I discovered that the copy of our newest policy had been misfiled, and so I requested they send us two more copies. One will be stored in our safe deposit box at 5<sup>th</sup> 3<sup>rd</sup> Bank, and the other in the Church Administrator's office. I requested they send me via email today copies of the declarations pages so that I could complete this report.

In March 2010, Church Administrator Carol Marks met with Bob Howell, our agent with Church Mutual, and reviewed our policies.

Our current policy period runs from 04/16/10 to 04/16/13.

The policy covers Property, including but not limited to the building and all the congregation's personal property stored inside it, personal property of the ministers, and systems and equipment breakdown (like exploding steam boilers) unless due to wear and tear.

Our building is not covered for earthquake, landslide, mine subsidence or earth sinking unless such earth movement results in fire or explosion. Neither are we covered for damage caused by government action, nuclear hazard, utility services, war, or water damage unless such damage causes fire or explosion, as it certainly might!

The limit of insurance on our property (the building, signage, sound equipment, machinery, equipment, etc.) is \$2,386,000 and the valuation is replacement cost. The limit of insurance on personal property (our movable stuff) is \$358,000 and the valuation on it is replacement cost.

Bob Howell suggests we have a regularly updated written inventory, listing all the property within the building. This document should be stored off site (of course!). Currently we have a photo inventory of everything, but it is a few years old. We will work on updating the inventory in written form as he suggests during the coming year. We will not be counting every single solitary crayon and pipe cleaner, however.

We have additional coverage in the amount of \$50,000 for any one occurrence if a mishap like a tornado, fire, or the end of the world as we know it results in loss of institutional income and extra expense as we recover from whatever happens.

Our property deductible is \$500 per occurrence.

The General Liability part of our policy covers our congregation in case of a wide variety of awful things that might happen, including bodily injury, property damage, sexual misconduct and catastrophic violence. The general aggregate limit is \$3,000,000.

We are also covered for theft of church money and securities for a total of \$2,000, with a deductible of \$250. We have a blanket bond for anyone handling money in the amount of \$20,000.

Our policy covers our ministers or “employees and volunteers acting under our direction and control and within the scope of his or her duties” for counseling professional liability in the amount of \$1,000,000 per claim, with an aggregate of \$3,000,000.

We also have coverage for hired and nonowned automobile liability in case something unfortunate happens when a church event involves members going somewhere in a vehicle. Each occurrence has a limit of \$1,000,000 with an aggregate of \$3,000,000. There is also a medical expense endorsement for \$10,000 for any one person and an aggregate of \$25,000.

Both Mr. Howell and I are comfortable with this level of insurance. We will review the policy again in early 2013. The total cost for the coming year will be about \$5700. Policy premiums are annually updated in April.

Respectfully submitted,

Carol Marks

Church Administrator

### **Growth Initiative Project Proposal**

#### **“Leap of Faith: Becoming the Religion for Our Time”**

**Project description:** To implement a pilot project that supports congregations poised for significant numerical growth by facilitating learning communities and mentoring relationships among healthy congregations.

**Project Goal:** Participating congregations will demonstrate statistically significant growth in membership and qualitative improvements in ministry and program effectiveness.

#### **Project Objectives:**

Develop congregational leadership skills necessary for culture change.

Develop compelling congregational narratives that sustain growth in years to come.

Develop cross congregational relationships of learning, counsel and support.

Develop strong working relationships between participating congregation and UUA staff.

**Administration :** Budget – Initial estimate: \$150,000 with evaluation above this amount

Administrative assistance – estimate average of 20 hours per week for 9 months

### **Working Assumptions**

- We all work in common purpose to increase the effectiveness of Unitarian Universalism at the congregational, regional and national levels.
- Our congregations have the capacity to change, grow and deepen their sense of mission and ministry.
- The UUA seeks to nurture and support the congregational capacity within our covenantal relationships.
- We will become effective learning communities as our learning follows curiosity and our teaching comes from deep experience.
- Growth will be enhanced by implementing new technical skills, adaptive techniques and culture changes that move congregations toward vitality and purpose.
- We measure what we value and care about.
- Congregational learning is best supported through teams of professional and lay leaders creating change together.
- Individual congregations minister in different contexts and bring different needs for learning – flexibility and responsiveness will be key.

### **Congregational Partners**

Initial recruitment of 8 congregations to be identified by Congregational Life Staff based on the criteria below. Priority will be given to congregations that are regionally accessible to one another so that travel and communication costs are minimized. Each congregational team of five leaders will include: the full time settled minister, senior lay leader, religious educator, and key change agents in the congregation. It may not be necessary for the entire team to attend every session. If it is important to have additional team members the congregation may cover their costs. All participating congregations will covenant to active participation, documentation and evaluation, and assistance to future congregations. Detailed budget may require changes in this number of congregations.

### **Criteria for Congregational Partners**

1. Metrics of Growth in recent years
2. Excellent ministerial leadership
3. Culture of boldness and innovation
4. Reputation of congregational health and generosity
5. Compelling sense of mission and/or clear purpose
6. Vital worship experience
7. Vital spiritual development/faith formation
8. Strong staff team
9. Adequate infrastructure to support growth
10. Lay leadership embraces this opportunity
11. Relationship with and awareness of surrounding community

### **Very General Timeline**

June 18          Nominations open

July 15 Nominations are due  
July 30 Invitations offered to threshold congregations  
Aug 30 Congregational self assessments are due  
Sept Peer learning communities established  
Oct Leap of Faith Launch conference  
Nov –May Program unfolds with visits, webinars, engaged technologies for reporting,  
formative evaluation methods feed information to everyone.  
June, 2011 Meeting of participants at General Assembly

### **Summary of Project Scope and Sequence**

Identification of 8 aspiring congregations and invitations to participate

Initial on-line assessment of the goals and needs of participating congregations

Identify and recruit mentoring congregations based on participating congregations' identified learning goals and needed experiences

Create opportunities for "embedded" and experiential learning with mentoring congregations.

Opening conference for congregational teams in October.

Roll out evaluation and documentation expectations

Site visits with mentoring congregations allowing for embedded learning

Online learning communities allow follow up

Assignment of mentoring relationships based on primary learning goals

Site visits available to mentoring congregations at their expense

Congregational initiatives are developed in the spring