

Unitarian Universalist Church of Bloomington

Approved Minutes of the July 18, 2012 Board of Directors Meeting

Seeking the Spirit, Building Community, Changing the World

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Attending: Deb Hutton, John Lawson, Kathleen Sideli, John Summerlot, Von Welch

Not attending: Carol McCord (attended only briefly), Drew Schrader

Ex-officio: Reverend Mary Ann Macklin

Call to order by Kathleen Sideli, President, at 7:05

Motion: Approve the June 13, 2012 Board of Directors Meeting minutes

Moved by John Summerlot, second by Von Welch.

Vote: approved unanimously

Executive Minister's Report

Chalice Circles are being put together, will include a group from Paoli, who will come up to Bloomington to be trained.

Two church members are attending Midwest Leadership school, expect a couple members to attend next year.

Personnel changes include replacing a departing RE assistant and office assistant.

Rev. Macklin is offering invocation at freshman induction as part of a effort to have more outreach to the University

Rev. Macklin will be having a monthly meeting with super-set of staff that includes volunteers that are serving in staff-like positions. Expect to be using End Statements more than previously at these meetings.

We are applying to bring in UUA Stewardship assessment; this assessment covers current financial situation, interviews leadership and staff. Cost is \$1300. Rev. Macklin provided board members frequently asked questions regarding assessment.

Rev. Macklin will be consulting with Oaklandon congregation this coming year, will be preaching there once a month on her off Sundays.

We have a broken A/C unit that will be fixed. In the longer term, a plan is being developed in consultation with the Green Sanctuary committee to address broken A/C units since it is a constant issue.

Review of 2012-13 Budget

John Lawson presented minor adjustments since Congregational Meeting in response to increased pledges:

1. Long-term maintenance and equipment reserve back in budget.
2. Added funds to pulpit supply (covers costs of visiting ministers).
3. Adjustments for changes in ministers and RE personnel.
4. Health care stays at \$5k, down from optimistic \$13k goal.

Motion to finalize 2012-13 budget.

Moved by Deb Hutton, Seconded by John Summerlot.

Vote: approved unanimously.

Cash Flow and Pledges

John Lawson presented a report on 2011-12 operating budget. Last month of FY12 was good - normally only receive a small amount of pledges in last month, but got 9% of total (\$15-20k higher than normal). The last month is also usually biggest expense month, but wasn't that bad. We broke even for the month, which was much better than expected.

We were about \$26k in the red at end of fiscal year. However, FY12 pledges still coming in; we've gotten \$9,300 already in first 2.5 weeks, so are now only about \$17k in red. Expectation is for another \$10k in pledges, which would get us to reasonable result for FY12.

Capital Plan

John Lawson presented a recommended capital plan. We have approximately \$26k in upcoming FY13 budget for capital plan.

Priorities:

1. New shingles on RE roof. Meeting room roof will reach end of life earlier than 20 year lifetime (2018).
2. Carpet in upper hallway and workroom. Carpets in other rooms seem in good shape and lasting longer than expected.
3. New carpet for meeting room.

Items replaced in 2011-12: partial sewage line, downstairs kitchen A/C, partial new paint on north and south.

Hold \$6k at all times in case a HVAC unit goes out.

Special Purpose Fund

John Lawson presented the Special Purpose Fund Report. As of 6/30/2012: ~\$135k up from ~\$133k at 12/31/2011.

Scheduling Board Retreat

We are seeking a half day (4-5 hours starting late morning) for a retreat involving the Board, one or both Ministers, plus any facilitators.

We will try for Saturday October 6th, after consulting with absent Board members.

Ministerial Relations Committee

Purpose of Ministerial Relations Committee is to serve as body for ministers to discuss employee-employer issues. It is a body of the board. Rev. Macklin suggests the board consider forming such a committee. It will be investigated and plan to discuss again at next meeting.

Visioning

Kathleen Sideli stated that a key goal of the board is to be looking ahead over the next two years to Rev. Breeden's retirement and forming a time line of what needs to be done over those two years. Board retreat should focus on generating this time line, with appropriate expertise invited. Will need to coordinate with Fair Compensation committee.

The board needs to form a Sabbatical Committee to handle sabbaticals of both Ministers in 2013. There does not seem to be any necessity to form two separate committees. Goal is to have committee formed by September Board meeting.

Executive Session

The board met in executive session at 8:35

Motion to adjourn

Moved by Von Welch, second by John Summerlot.

Vote: approved unanimously

The meeting adjourned at 8:51

Recommended Capital Plan 2012-2016

- 1. We have retained the additional level for Equipment Capital Reserves in the 2012-13 operating budget. The result, with carry over from 2011-12, earmarks \$16092 for equipment replacement and \$10096 for long term building maintenance.**
- 2. Continue to replace furnace/air conditioning as needed – hold back sufficient funds to (\$6000) for single replacement. Will consult with Green Sanctuary to explore more efficient and climate friendly air conditioning for offices.**
- 3. Number 1 priority: new shingles for RE wing roof. Will use sweat equity to install dimensional shingles. Must wait for cooler climate – hope to install in September. Meeting room roof does not reach 20 year life until 2018, but will require earlier replacement.**
- 4. Number 2 priority: carpet upper hallway and office/work room. Replacement of carpet in other up stair offices and classrooms postponed.**
- 5. Number 3 priority: new carpet in meeting room. May use sweat equity.**
- 6. Items fixed/replaced 2011-12: Partial sewage line replacement; Downstairs Kitchen A/C; partial new paint on north and south. Many others were done by Green Spaces.**

As of June 30, 2012

2011-12 Operating Budget
(\$ in thousands)

Income		Outlays	
Budget	Actual	Budget	Actual
\$520.2	\$474.9	\$514.8	\$501.8

The cash position of the church is good. Prepaid pledges for fiscal year 2012-13 were \$39.5K. These pledge payments, combined with current resources, will assure that we have sufficient cash to meet requirements.

Operating budget execution at the end of fiscal year 2011-12 shows a shortfall of \$26.9K to reach the break-even point of the operating budget. The shortage in income is caused by lower than usual pledge payments. Pledge payments at last year's level would have added additional \$17.1K to income. Outlays are one percent above last year, primarily because of additional expenditures for building maintenance. These two results explain \$22.6K of the total \$26.9K shortfall. The appeals from board members and others did result in a higher than usual payment of pledges in the final month of the fiscal year. This did prevent the normal expenditures above low income in June. Thanks to all who spoke from the pulpit and elsewhere to ensure members of the congregation were aware of the income problem and reached in their pockets.

Normally, pledge payments for a fiscal year extend into the first few months of the following fiscal year, generating an additional \$8-12K in income. This process has already begun for the recent fiscal year. As of Tuesday, July 17, we have received an additional \$9309 in 2011-12 pledge payments. This reduces the 2011-12 shortfall to \$17.6K. I believe we will receive an additional \$9-10K before December, which will make the shortfall much smaller still.

Special Purpose Fund Report 6/30/2012

	<u>12/31/2011</u>	<u>6/30/2012</u>
Endowment	\$37,157.55	\$38,561.31
Accounts	<u>96,248.19</u>	<u>96,530.18</u>
Total	\$133,405.74	\$135,091.49

Income	
Donations	\$135.00
Interest	<u>6732.52</u>
Total	\$6867.52

Expenditures	
UUCB Green Spaces – Tree	\$1552.47
Music/BOOM Composer	3000.00
Robinson Grounds	208.99
Habitat for Humanity	<u>420.31</u>
Total	\$5181.77

Net Gain \$1685.75

Ninety-five percent of the fund is invested in several conservative Vanguard funds; the other five percent is invested in gold. There have been no changes in the investments in the last six months. The committee meets periodically to review investments and makes changes as needed.