

**BOARD MINUTES
FIRST UU CHURCH SOUTH BEND
APRIL 11, 2018**

Present — Susan Siemers, Chuck Leone, Melanie Smith-Guillaume, Elena Wake, Florence Klecka, Wendy Lohman, Eli Williams, Janet Bogar

Absent — Rev. Chip Roush

2. Check-In

4. Approval of minutes for April 2018 meeting — Florence moved to accept the minutes as

written, and Wendy seconded the motion. Passed unanimously. **6. Reports** — There was no discussion of the written reports. **7. Old Business**

1. AED — Barbara Williams is working on this. The Board asked Wendy to request a report for the next Board meeting.
2. PayPal — This is tabled until Chip returns since he was working on it.
3. Strategic Plan — In addition to the report, there was discussion of how the formatting of the pagination will work. Becky Lindstrom will communicate with Meadow and Kathy Vetter to verify how it needs to be set up.
4. Choir budget request — This was covered last month. They would like \$80/month for and accompanist and \$20/month for music.
5. Follow up on Resource Review meeting — See the Vice-president's report. They are already implementing the "Singe the Mortgage" program.
6. Handling administrative functions while Chip is on sabbatical — a).
Supervision of employees —
 - Chuck will handle Meadow's position
 - Elena will handle Finda's position
 - Susan and Chuck will meet with Dan Holm once a month — They will find out who supervises Diana Mendelsohn in Childcare.b). The Board wants to have a Focus Group on RE to seek input from parents. Susan will contact Becky Lindstrom concerning setting up a focus group and perhaps hiring her as a consultant. This item should be put under New Business next month.

8. New Business

1. Tamara Ciszczon — Peace and Justice Mission — Tamara was unable to attend the meeting.
2. Young Adults Night — Eli will post on the Young Adults Facebook Page that the Board would like hold an event for young adults. The Board would like to get feedback on what kind of event and what food they would want. Wine? Beer? Pizza? Babysitting?
3. Defining vacancies for the Nominating Committee a). The following positions will be open: Vice-President - 1 year
Secretary - 2 years
2 Trustees - 2 years each
1 Trustee - 1 year (Jim Ward's term which Janet Bogar has filled this year) 1

Endowment Committee member for 3 years

Nominating Committee - 1 member for 2 years and 1 alternate for 1 year

b). Discussion of Volunteer of the Year should be on next month's agenda

4. Review of Endowment Committee recommendations – The following excerpt from the minutes of the Endowment Committee minutes was discussed by the Board. More discussion will be needed next month before the Annual Meeting.

“Authorized Endowment distribution for May 2018 is \$14,081.00.

Joseph will recommend to the Board funding from the Endowment disbursement for:

Principal paydown of building= \$5000 (if needed)- if this is determined to not be needed, it will be redistributed at April meeting by Endowment Committee.

Technology for Sanctuary= up to \$4000 (asking for itemized quote before May Board meeting)

*Becky, Alan or Kevin Barry (Suzanne to reach out) to investigate and recommend exact cost of items for church and installation.

AED (Defibrillator)- \$1600 (committee would look favorably on the proposal next year for the balance if there are not grants or other funding available for the AED)

Mobile Ecology Center- \$1381

Grounds Committee- \$2000

The following has been proposed to be approved by the Board and added to the procedures for Endowment Committee: *Criteria for Endowment Committee when recommending annual endowment fund distributions:*

1. *Emergency Needs: Highest priority goes to Infrastructure/ Maintenance of church building (such as roof, HVAC, plumbing...).*

2. *Greatest Good for Greatest Value: Next priority would be high visibility items that enhance the church facility and/or directly aid in attracting new members and/or build the reputation of the congregation/church.*

3. *Third priority is preference for proposals coming from committees: this shows broader support and a willingness of multiple members to support and carry out objectives.*

4. *Finally, without being burdensome, all requesters should have done research on the cost of their initiative.”*

Melanie will send out official notice of the Annual Meeting at least 10 days before the Meeting as stipulated in the By-laws.

Meeting was adjourned at 8:17