

BOARD MINUTES

First Unitarian Church, South Bend

February 14, 2018

****Note that all motions are underlined.**

****Note also that information received after the Board Meeting is in brackets.**

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

1. Chalice Lighting
2. Check-in
3. Covenant
4. Janet moved to approve last meeting's minutes and Florence seconded. Approved with abstentions by Eli and Melanie.
5. Set Agenda — Chuck wants to add a #5 to New Business — migration of website

Reports

1. Treasurer

- a. Line 110 is \$3500 too high because pre-paid pledges are included.
- b. Discussion about need to receive the Finance Budget Report earlier with the Board packet. Elena will ask Finda to copy the budget sheets to Meadow so they can be included in the packet.
2. Strategic Planning Task Force
 - a. Board would like a Draft of the Plan one week before the March meeting
 - b. Discussion of the Draft will be on the March agenda for about 20 minutes.
 - c. Items to discuss will be Board feedback, ways to prepare the congregation for the vote, how it will be used and who will print it.

Old Business

1. Board mini-retreat — There seems to be very little interest in having a retreat. Board decided to consider one or two goals from our fall retreat at each meeting to assess our progress. Next meeting will be the Strategic Planning Task Force.
2. AED — Agreement to pass on the subject to the Care and Buildings Committees. Liaisons Chuck and Wendy will alert the committees.
3. PayPal button — We would like to be able to allow people to contribute electronically on our website or from church. Chuck investigated but was hung up by documentation needed by PayPal and the fact that Carlton still controls our account. Chuck would like to see us use an alternative. Chip will investigate.
4. Copier — See Kathy Vetter's comments under Reports. She recommends that the copier is working now, but research should be done to prepare for the future.
5. Women's Drumming Circle money — What's left is being used as a scholarship fund for women going to Women's Spirit. The availability of the fund will be publicized for women going in the future.
6. Sanctuary leak is not fixed, but others are. [As of 2/21, there is a large leak in the hallway outside Chip's office, and the old leak in the Conference Room which was fixed has begun to leak a little bit again. The Building Committee is aware of the situation.]

New Business

1. Lakshmi Fund — First UU will consider handling the Lakshmi Fund money if the Lakshmi Group will provide the parameters as to how it should be used.
2. Resource Review — The Review dealt with how to address our mortgage payment of \$2700 per month. Two different pathways emerged from the discussion.

a. Endowment funds — This year there was approximately \$13,000 available for disbursement. All or a portion of it could be used to pay off principal. (EF can be used for capital expenses but not for operating expenses). Concern is to make sure that EF disbursements are available for other congregational needs. Perhaps a portion of Endowment disbursements could be used.

2. Reducing the principal owed — In discussion with the bank, it was determined that we could pay off a portion of the principal as long as the term remained the same. The last payment is due in 2028. If we elect to fundraise to reduce the principal, the bank would need to know by mid May.
 3. Janet Bogar ran some sample figures on how much we could reduce the payments if we paid down the principal. Florence moved that we allow the Stewardship Committee to start approaching some donors to contribute to pay down the principal. Janet seconded. Passed unanimously.
 4. There was little interest in asking for loans from members.
3. Grounds Committee

a. Susan acknowledged the hard work and enthusiasm of the Grounds Committee and noted their detailed report in this month's packet.

2. Many of the plans would entail a large ramp-up in the budget which would be a challenge presently. Perhaps some of the smaller cost items could be funded through a grant from the Endowment Fund.
 3. Each committee needs its own budget and budget line. The two committees need to submit budget requests.
 4. Susan will invite representatives of the Grounds Committee to present plans for the rain garden part of the proposal next month. Ten to fifteen minutes will be allotted in March's Board agenda.
4. Intergenerational Choir Funding
- a. The choir could apply for an Endowment Fund grant for sheet music. Elena will talk to Alan Hamlet about this.
2. Originally, there was talk about fundraising for the choir. Has any progress been made there?
 3. There is a need for pay for the pianist and the choir leaders. Chuck will get numbers and put this on the agenda for next month.
5. Migration of the website — Becky Lindstrom needs authority to move the church website from Carlton's site to a new hosting company. Eli made a motion to authorize up to \$800 from the Building Fund or the Invisible Church to migrate the website to a new hosting company. Seconded by Chuck. Passed unanimously.

Other — There was appreciation expressed for all who brought snacks for Valentine's Day. Meeting adjourned at 8:20.