

Board Minutes

FIRST Unitarian Church, SOUTH BEND

3/14/18

Note that actions done after the Board Meeting are in brackets.

Present: Rev. Chip, Susan Siemers, Elena Wake, Chuck Leone, Melanie Smith-Guillaume, Wendy Lehman, Eli Williams, Janet Bogar

Absent: Florence Klecka

Visitors: Barb Carmichael, Susan Van Fleit

1. Chalice Lighting

2. Check-In

3. Covenant

4. Approval of the February minutes — Janet moved the approval of the minutes. Eli

seconded. Passed unanimously.

5. Set Agenda

6. Reports

1. Minister

(a) Our website is now on a new server.

(b) Our UUA Annual Program Fund FY 19 will still be per-member. The “percentage of the budget model” will be used for us in FY20.

2. President

(a) Susan spoke to a few of the women in the Drumming Circle.

They decided to take the remaining money from their CD sales and use it to award scholarships for women in the church who need financial help to attend WomanSpirit.

(b) Susan also contacted about half of the members of the Lakshmi Fund, whose remaining funds were just sitting in a bank account unused.

Rather than asking the church to keep and manage the funds, they chose to give half the money to the LGBTQ Center and the other half to St. Margaret’s House.

(c) The Service Auction date has been changed to November 3rd.

3. Vice President’s Report

a) The Stewardship Brunch went well. It is 5.6% ahead of last year for the early givers to date.

(b). The “Singe the Mortgage” Drive has received \$40,000 so far toward paying down the principal balance of the mortgage. The deadline for pledges is May 15, to be received by June 15, so that the modification of the mortgage agreement can be concluded by the end of June.

4,5. No reports from Treasurer or RE.

6. No discussion on committee reports.

7. Quarterly reports on Endowment Grant Project Reports. — Archives is ongoing; Eli is working on it. Susan and Florence will do a service on their experiences at GA.

Old Business

1. Grounds Committee Report from Barb Carmichael and Susan Van Fleit.

a). They are excited about the number of engaged and knowledgeable people who have joined the committee. Their first goal is to

control what was needed from the past — lawn mowing, etc.

b). They have walked around the building and have established some short-, mid- and long-term goals.

c). Short-term — They plan to install three rain gardens along the south side of the building — one on each corner and one in the middle.

Howard Berberick has written a grant to Bowman Creek Educational Resource System and there is another grant opportunity with the St. Joseph Soil and Water Conservation District. Howard and Alan Hamlet will present the project to the Congregation after church on April 22.

d). Mid-term projects include drainage on the west side of the building in collaboration with the Building Committee, building a deck behind the church (they are applying for a grant from the Endowment Fund for this project), a bike rack, making a kid-friendly, sociable space on the north side of the building.

e). Long-term project — A Memorial Garden

f). They requested that someone sign the Landowner Signature for the application for the Rain Garden Cost-Sharing finding. Susan Siemers signed as president.

g). The Board thanked the Committee for their enthusiasm and creativity.

2. AED — Building Committee and Care Committee are aware that they are now charged with working on the AED purchase, installation and education.

3. Pay Pal alternative— Susan will look into this.

4. Roof leaks — Chuck said that we are trying to sort this out. The solar panels may create a danger for repair people on the roof. Kathy Vetter has met with Dudek Roofing. There will be a report from the Building Committee next month.

5. Strategic Plan — See New Business.

6. Choir — For the budget, they want \$1200/year — \$80/month for accompanist and \$20/month for music.

7. Womens' Funds — See President's Report.

8. Resource Review — See Vice-President's Report

New Business

1. Board feedback on the Strategic Plan draft

a). Thanks for all the work done by the Task Force.

b). How to deal with burn-out because all our members are busy and engaged? Board counseled that this should be more clearly addressed in the Plan. Some suggestions were to prioritize suggestions, to suggest pacing, to suggest short-, mid- and long-term goals, to consider not only the financial budget/cost for certain suggestions, but also to consider the human resource budget/cost.

c). RE section — Some board members were concerned that the RE section did not reflect the present situation. Parents and teachers need to be involved in the planning and to be on the RE Committee which needs to meet regularly. Suggestions were also made to look at RE as a ministry to families with an emphasis on serving the needs of 21st century families.

d). How to present the Plan to the congregation before the Annual Meeting? — (1). [The Plan has already been sent to committee chairs for

feedback, asking if after our discussions with them, we understood their feelings accurately.]. (2). All members should receive the Plan electronically. And there should be 2 meetings at 2 different times — one after church on Sunday and one on a Monday night, and both with childcare available. (3). The Plan is a vehicle to get us talking.

e). Printing — There should be about 30 hard copies made and we could encourage people to read their electronic copies. We would like to have it done in house like the Annual Report. It will include some color. If in house is not possible, we will have to do it outside.

2. Protocols for functions while Chip is gone

a). Calls — He will accept calls from Susan and Chuck and calls from the Care Committee involving grave health issues or deaths. Chip will be off Face Book.

b). Administrative functions — Board will handle hiring. Elena will oversee time sheets and building cleaning.

c). Periodic meetings — Finda can be done by email. Dan every two weeks, Meadow once a month. Who will oversee these?

d). Before leaving, Chip will alert members of the Worship Committee about assembling the Order of Service and ask Kathy Vetter to continue editing the newsletter.

3. Next month our discussion of a Board goal will be a young adult event.

Meeting adjourned at 8:20 by Susan Siemers.