

**Board of Trustees Minutes
First Unitarian Church, South Bend
July 14, 2021**

Present: Anne Mannix, Chip Roush, Ruth Regan, Gail DeSomer, Catherine Lundergan, Kay Azar, Ken Chambers, Becky Lindstrom

Guests: Rich Wallace, Peg Faulmann

Meeting called to order at 7:02 by Anne Mannix, President

I. Introduction

- A. Chalice Lighting – Chip Roush
- B. Check-in
- C. Covenant – Board members
- D. Approval of Minutes from June 16, 2021 Meeting: A motion is made by Gail DeSomer to approve the June minutes and Becky seconds. Peg notes there was some confusion with section D. of June’s minutes. The complication is not due to complexity as much as Peg and Erv aren’t there to let people in when there is a problem with the key/alarm system. Also, additionally office volunteers should not only not be reading emails because of sensitive information but also because it interferes with the administration of the emails. Minutes approved as amended.
- E. Set Agenda

II. Reports

- A. Minister
 - 1. Decision re: Tax Treatment of Long-Term Disability Insurance Premiums. Chip will be taxed on paid benefits as pre-tax dollars, imputed income. Ken moves we report the minister’s disability insurance as imputed income on his W2. Ruth seconds and motion passes unanimously.
 - 2. Housing allowance: requests that we keep this at the same level it is now. Ken moves to keep housing allowance at the level it is now. Motion seconded by Gail. Motion passes.
 - 3. Need to add “bike parking” items from ReStart meeting with Lisa Pressley to agenda as new business.
- B. President’s report: Anne has been meeting with the tech committee and trying to get equipment down to budget size.
- C. Treasurer: Ended fiscal year. Projected deficit of 22K ended up being only 9K.
- D. Committee Reports
 - 1. Rich Wallace attends and tenders his resignation as DRE. His last day will be after the service on July 25.
 - 2. No further reports.

III. Old Business

- A. Task Force to Set Policy for Wage Increases (Chip, Gail, Becky). There has been a conversation about performance related to compensation or not. It would be best for the task force to present potential policies. Becky suggests seeing if other congregations have such policy rather than starting from scratch. Chip suggests speaking with Lisa Pressley.

IV. New Business

- A. Should we find a new board member to replace Darlene Catello? Chip suggests we leave the Board as it is being now an odd number, and odd number boards outperform even number boards. By-laws don't say we must replace but do call for an 8 member board. A congregational vote would be required if we want to make the change to a 7 member board permanent. Consensus is not to look for a new board member now and to bring it to the congregation in May at the Annual Meeting.
- B. Board Orientation: Would be for 3 new members, and others can attend as desired.
- C. Board Retreat: Looking at 2 – 2 hr. sessions in person at the church. Sharon Kniss is an able facilitator that we could call on. Anne and Chip will be in contact with her.
- D. Mission Statement: Should involve the whole church. Can use consultant from UUA, also. Should be at the church with Zoom component. Will not be done soon.
- E. Board Logistics
Pulpit Hosts: Anne explains to new members. Host opens and closes building on Sundays when we are in person in addition to giving welcome and announcements. Gail will host this Sunday.
- F. Committee Liaisons: Volunteers elicited.
- G. Auction Item: Board will provide an Italian dinner for the auction
- H. New hires: Will need to hire new DRE and administrative assistant. Becky will work with Chip on DRE and Anne will work with Chip on Administrative Assistant. Question is if DRE job description would differ with ZOOM vs. in person. Children's RE needs to have some knowledge of UUism. Could be member or non-member.

V. Other Business

- A. Covid Protocol/Checklist: Peg printed up checklists for Great Decisions but with more people starting to come in, we haven't kept up with the checklist. Peg will train office volunteers to check the forms. Groups still responsible for wiping down bathroom used and sticking with use of just the one bathroom.
- B. Peace & Social Justice Committee Request to use the Church Building for a meeting of about 15 people on August 8th. Looking to work with Faith In Indiana and be able to participate in programs that they have initiated. Andre Stoner will come and speak to the committee about the program and how we can participate. We do have a statement on the checklist that states we can have up to 25 people at most in the sanctuary.
Ruth moves that we be able to host up to 25 people in the sanctuary. Ken seconds. No discussion. All in favor.
- C. "Parking lot" items from ReStart meeting with Lisa Pressley need to be looked at, likely at the Board retreat.

VI. Adjournment at 8:31 pm.

Next Board of Trustees Meeting: Wednesday, August 10, 2021

Submitted by Kay Azar, Secretary