

**Board Minutes**  
**First Unitarian Church, South Bend**  
**September 8, 2021**

The meeting is called to order at 7:00 p.m. by president, Anne Mannix  
Present: Gail DeSomer, Anne Mannix, Ruth Regan, Rev. Chip Roush, Ken Chambers, Catherine Lundergan, Kay Azar, Becky Lindstrom    Guest: Peg Faulmann

**I. Introduction**

- A. Chalice Lighting
- B. Check-in
- C. Covenant
- D. Approval of Minutes from August 10th Meeting: A motion is made to accept the minutes by Gail DeSomer and seconded by Ruth Regan. There is no discussion. Minutes are accepted.
- E. Set Agenda: Add Peg to the Reports

**II. Reports**

- A. Minister: See attached. There is a discussion of Rev. Chip's sabbatical leave. Rev. Chip suggests the possibility of a month of sabbatical every January. To do so would help in the planning, especially for the Worship Committee. There would be consistency. The Board would need to approve this measure. Ruth makes the motion to accept a one month per year sabbatical in lieu of one longer sabbatical every 6-7 years. Gail seconds the motion. There has been no discussion of this in the Worship Committee as yet, but they have not yet scheduled services into December yet so this shouldn't pose a problem for them. It allows us to actively plan ahead knowing this will happen every year. January is a slow time of year activity wise. The motion passes.

The minister's discretionary fund: Rev. Chip suggests we might need a policy for giving out larger sums of money when they are requested. We have gotten a generous donation of \$10K. Rev. Chip says that when he is in the office regularly, he might give out several hundred dollars a week which is done at his discretion. It is suggested that Rev. Chip come up with a policy and bring it back to the Board. We would need an accounting system to show funds spent appropriately.

- B. President: See attached
- C. Treasurer: See attached. At the meeting, she reports a deficit for August but cumulative from the start of the fiscal year we are in the black for this quarter. There is some confusion over the report Finda sent. It is difficult to always get a final reporting of finances as the Finance Committee meets Tuesday night before the Board Meeting and the report then from the Treasurer is late coming. It is suggested that the past treasurer share more of what she did with Catherine. Peg suggested that if the Treasurer's report was to be later than noon on Wednesday, the treasurer needs to send it out to the Board before the meeting that evening.
- D. Committee Reports
  - 1. Technology Committee: Anne reports there is one more piece to hook up for the dark fiber component.
  - 2. Peace & Social Justice Committee: Representatives from the committee continue meeting with Faith in Indiana.

**III. Old Business**

A. Religious Education: No report

B. Retreat Follow-up

Minister's Goals:

Gail: Seems like the Minister's goals make sense (like hiring a director of RE). Two of the Board goals dovetail setting up a multi platform worship service and working with the minister and various groups involved in RE. Communicating with the congregation remains important while we are not together. Maybe add a goal of financial stability. Ruth makes the motion to adopt the goals for Rev. Chip as articulated by Mark Berenstein. Gail seconds the motion. Motion passes.

Board Goals:

1. Multiplatform service technology: once set up, we will need to train a number of folks to use it and practice. Will likely need at least 3 people per service as opposed to the 2 we need now audio, video and computer.
2. Complete set-up, recruit volunteers, get feedback and revise as needed.
3. RE: acquire activity-based packets, get the parent's the art/music/other supplies with a member who can teach the activity on YouTube so parents can do it whenever they can. Talking to the parents is the place to start perhaps with a parent town hall to get their input as to needs/wants. Becky volunteers to facilitate the town hall meeting for parents. Another option is to have the parents attend an outdoor meeting with others to watch the kids. She will facilitate either/both.
4. Communication with congregation
  - a. Summary of Board minutes in Chirp
  - b. Town hall meetings
  - c. Chalice Circles - some members have gotten together to work on small groups
5. Mission/Vision process
  - a. It seems like we are lacking focus on this. Mark or Lisa can help us with that
  - b. We need to involve many others in the process eventually after meeting with consultant.
  - c. Start with broad focus and narrow down before going to congregation with a fewer number of possibilities
  - d. Possibility of a retreat to get us started on the process
- B. Re: Grounds...Approve the payout to the contractor. Ken makes the motion to pay the contractor from designated funds. Becky seconds. Motion passes
6. Office: The person who was to potentially take the office position is not able to do the job but is willing to volunteer some time to take in mail and check the building. The only people coming into the building currently already have codes. Peg is willing to continue working remotely for now.
7. Auction: The question is raised as to whether people will be able to offer dinners in their homes, meeting conditions set by the hosts.
  - a. Does the approved protocol apply? Can we use our own discretion for groups of no more than 10?
  - b. The majority feels that the safest way to is to make dinners outdoors or take-out/delivery not knowing what the COVID situation, and the upcoming flu season will be like. Ruth moves that all option events be either outdoors or for food take-out or delivery. Catherine seconds the motion. Motion passes.
  - c. We have a new program for the auction that is free and more comprehensive in what it will do. We will need to have a lot of patience as it is new to all and will take some getting used to.

**IV. New Business:** Pandemic Togetherness Rituals were not discussed at this time.

**V. Other Business:** We will discuss employee evaluations at the next meeting.

**VI. Adjournment at 8:30 pm.** Next Board of Trustees Meeting: Wednesday, October 13  
Respectfully Submitted by Kay Azar