

**Board Minutes: Status: Approved**  
**First Unitarian Church, South Bend**  
**January 12, 2022**

**Present:** Kay Azar, Ann Mannix, Catherine Lundergan, Ken Chambers, Ruth Regan, Becky Lindstrom, Gail DeSomer

**Absent:** Rev. Chip Roush

**Guests:** Peg Faulmann

**I. Introduction:** The meeting is called to order at 7:04 by President Ann Mannix

**A. Chalice Lighting**

**B. Check-in**

**C. Covenant**

**D. Approval of Minutes from December 8, 2021 Meeting:** A motion is made to approve the minutes by Gail DeSomer and seconded by Ken Chambers. Concern about language, using names of members and friends, being careful not to disparage others during the note taking was discussed. The minutes were revised in real time and can be seen below. Motion passes to accept revised minutes.

**E. Set Agenda**

**II. Reports**

**A. Minister – Written Report Only**

**B. President - COVID Discussion - In-Person Church Services**

We have been asked to review COVID policy in light of changes to the current situation. We have not been getting or proposing clear guidance. Need to be able to articulate the reason why we open or close so not seen as arbitrary. Can we tie decisions to the Health Departments reports as to level of infection? If there are changes, it is difficult to pivot quickly due to the need to manage volunteers and others. Christmas service moved to Zoom mostly due to lack of volunteers to run the technology and greeters. When these decisions are made, there is no clear reason as to why given to the congregation. Be cognizant of the local positivity rate and the state of the area hospitals in making the decision. We need to choose one rating system to tie to being open or closed. Following the State guidelines seems to be the most appropriate. Suggested policy, if we are in Red, we don't meet. At Orange, we open to 25 family units, at Yellow we can increase the number of folks coming in. Looking at requirements for each level. A policy will be written by Becky and put this out in the Chirp and ask for concerns/feedback from the community.

**C. Treasurer:** One anomaly due to printer toner and ink.

**D. Committee Reports**

**Technology Committee:** We have the phones on the new system working now, except for the speaker phone. There are still 2 old phones to be switched to new system. When that's been done, we can cancel AT&T.

**Peace & Social Justice Committee:** Doing work with immigrant family and Faith in Indiana

**Religious Education:** Trying to adjust within the parameters of weather and infection rate.

**E. Policy on Wages and Staff Evaluation:** Gail motions to accept policy as written and presented, seconded by Ken Chambers. Motion passes.

### **III. Old Business**

- A. Retreat Follow-up:** Mark has availability in March, which is what we were talking about. Set time so as not to conflict with pledge drive start. Need to determine what Mark charges.
- B. UUA Conversations/Conflict Engagement:** Group meeting Feb. 3.
- C. COVID testing group is back and looking to use the building.** They will prepare and submit lease agreement per their discussion with president.

### **IV. New Business**

- A. Protocol for Board Minutes and BOT packet reports (emails sent last week)**
- B. Official Membership Approval (see attached):** People were contacted about their membership. Revised list per information available.
- C. Discussion for meeting: How We Recruit Volunteers**  
Asking people directly for specific tasks seems to work the best. Not only to think what they can do for us, but also how this ask would help them, too.

### **V. Other Business**

### **VI. Adjournment at 8:40 pm.**

**Next Board of Trustees Meeting: Wednesday, February 8, 2022**