



Approved Congregational Meeting Minutes

First Unitarian Church, South Bend Annual Congregational Meeting May 16, 2021

1. Meeting called to order by President, Melanie Smith-Guillaume at 11:40 a.m.
2. VERIFICATION OF QUORUM and SIGN-UP FOR COTTAGE CONVERSATIONS FOR COMMITTEE ON MINISTRY
 - a. The secretary verifies that a quorum is present with over 45 members in attendance.
 - b. A discussion of the Cottage Conversations held to evaluate the ministries of the congregation is led by Joseph Gress.
3. OPENING: Rev. Chip Roush lights the chalice.
4. APPROVAL OF CONGREGATIONAL MINUTES:
Motion to approve the minutes made by Gail DeSomer, seconded by Alan Hamlet.
Discussion opened and vote taken. Approved with one abstention.
5. REPORTS
 - a. MINISTER: A bizarre year with many folks stepping up to keep church active and functioning.
 - b. PRESIDENT: Impressed by the number of people keeping us together as a congregation.
 - c. COVID Task Force: No recommendation as to opening for services yet, and waiting for equipment recommendations from Tech Committee. Have made decision to allow small church groups to request using the church building and agree to follow the Task Force COVID guidelines. Peg Faulmann, administrative assistant, has uploaded the forms to the website.
 - d. Tech Report: How do we upload things to the internet? « Dark fiber » allows us to upload more quickly and will cost us \$1000 to connect and \$3500 annually to subscribe. Looking to be able to include everyone in church services.
6. PROPOSED 2021-2022 OPERATING BUDGET
 - a. Treasurer Elena Wake presents chronological history of the budget including past surplus and cost savings from closed building. This past year's budget projected a deficit. Currently deficit is less than \$2000 due mostly to building being closed. We started online giving and service auction online raised more funds.
 - b. \$150,000 pledges currently for 2021-22 fiscal year based on assumption building will open in July. There are increased costs for salaries in order to bring wages up to UUA standards for size and location of our congregation.
 - c. Barbara Williams asks about sabbatical fund, line 920 being so small. Money (\$100) was put in at the end of last year. And, how much does a sabbatical cost. Elena will explore. Expenses go to paying for service presenters per Chuck Leone. Minister does not get extra funds beyond their salary and benefits remain unchanged.

- d. Dan Holms asks what is included in Minister's Expenses. Rev. Chip responds.
- e. Susan VanFleit asks about Line 240, which should be Building, and NO grounds.

Motion is made by David Groff to adopt proposed budget. Motion to accept the proposed budget. Budget passes.

7. ENDOWMENT FUND DISBURSEMENTS: Chuck Leone recommends that all requests be approved.

a.	Grounds Committee	\$4,200
b.	Tech Task Force	\$7,000
c.	Finance Committee — mortgage	<u>\$5,000</u>
		\$16,200

A motion is made by Barbara Boyd and seconded by Alice Bentley to accept the recommendations and approve the endowment recommendations. Discussion follows. Motion passes with one abstention.

8. ELECTIONS

a. OFFICERS AND TRUSTEES

OFFICERS:

Vice-President	Ken Chambers
Treasurer	Catherine Lundergan

TRUSTEES:

Darlene Catello	two-year term
Ruth Regan	two-year term

Motion to approve slate made by Rich Wallace and seconded by Lynn McDonald. Motion passes with one abstention.

b. ENDOWMENT COMMITTEE MEMBERS

Jerry Brooks	three-year term
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Motion made to accept slate by Barbara Boyd and seconded by Byrd Tetzlaff. Motion passes with one abstention.

c. NOMINATING COMMITTEE

Chairperson	Melanie Smith-Guillaume
New Member	Susan Van Fleit. Two-year term

Motion to approve the slate is made by Rich Wallace and seconded by Alan Hamlet. Motion passes with one abstention

d. NOMINATING COMMITTEE ALTERNATE — From the floor:

Rich Wallace moves to accept Gary Metzler as Alternate, Barbara Boyd seconds motion. Motion passes with one abstention.

9. COMMITTEE REPORTS: None

10. VOLUNTEER OF THE YEAR: Care Committee with Mary Hagen and Lois Holm as co-chairs.

11. RECOGNITION OF THE BOARD: Melanie and Rev. Chip thanked the Board for all their work to help the congregation thrive. Thanks to Peg Faulmann for all her support to the congregation.

12. OTHER BUSINESS: None stated.

13. ADJOURNMENT: Extinguish the chalice and adjourn motion by Rich Wallace and seconded by Gail DeSomer. Motion passes and meeting adjourned at 12:58.

Respectfully submitted

Kay Azar

Secretary, Board of Trustees