



Board Minutes Status: Approved
First Unitarian Church, South Bend
June 8, 2022

Meeting Minutes

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

Absent:

Guests: Florence Klecka, Karen Dickson, Pat Davis, Lynn Liston, Bill Stevens, Rin Adams, Elena Wake

I. Introduction

A. Chalice Lighting

B. Check-in:

C. Covenant

D. Approval of Minutes from the May 11th Meeting

Motion to accept the meeting minutes is made by Gail DeSomer and seconded by Ken Chambers. Motion carries unanimously.

E. Set Agenda

II. Reports

A. Minister's Report: See attached

B. President's Report: Out with the Old and In with the New

1) Introduce yourself:

- Your life – work you do, living situation, whatever else is important.
- Best way to reach you (phone, email, text)
- Kind of work you like to do that relates to the church
- One thing people should know about you.
- One hope for next year.

2) Right Relationship Covenant: Need to adapt/adopt the proposed/copied covenant from another congregation. Another thing to decide when/how to use majority rule vs. consensus. Becky will send out 2 sets of Right Relationship/Covenant pieces for the Boards to look at and make comment on. The congregation needs to be informed and be able to give comment as this will be a temporary policy and will be available.

3) Conflict Management Policy: To be determined

4) Future Events:

- Covid Policy: Rin asks for a revision of COVID policy with the new Board. She would like to make it more stringent while we have based the current policy on the CDC. Rin will submit a proposed policy for future consideration.
- Fall Service Auction Schedule – October 29, 2022. Reconsider date as Halloween party planned for that weekend.
- One Man Play: “Kluckers,” suggested by Barbara Williams

C. Treasurer – Monthly Financial Report & Annual Budget: Ran an approximate \$400 deficit for the month but the annual budget should still be in the black. The RE committee would like to still be able to use the money from a past endowment request of \$2K but are not sure if they can still access it. RE will talk to the endowment committee to see what is possible. Other monies left are for tech equipment and new email. Minister’s Discretionary Fund has had another large donation and is up to \$30K a month and is set up to help individuals, not organizations.

D. Committee Reports

Worship Arts Committee: Florence explains the responsibilities of pulpit host with help from Gail. The Pulpit Host scheduling document is on Google Docs. The incoming Board needs to complete the Google doc quickly and Florence will fill in if no one has signed up for a specific Sunday. Ken has emailed the new Board members with a link to that document.

E. Office Report: Pat Davis asks if there are questions for her. She is still learning the processes. There have been difficulties coordinating the email into the new computer system. A phone/messaging will be available to RE folks shortly. Rich Williams has been helping set up the new computer. The email system broke down, and Rich and Ben Tovar have been working to get this up and running. She and Peg are working on finalizing the office procedure manual. Rich also is recommending Office Suite 365, as well as Gmail accounts if RoundCube does not work well for the Office staff. Gmail accounts would cost about \$6/per person/month.

III. Old Business

IV. New Business: Times/dates for new Board to meet. Continue with second Wednesday of the month

V. Other Business

VI. Adjournment at 8:50 pm.

Next Board of Trustees Meeting: Wednesday, July 13th, 2022 at 7:00 pm eastern time

Respectfully submitted,
Kay Azar, Secretary, Board of Trustees