



**Meeting Minutes
Board of Trustees
First Unitarian Church, South Bend
December 14, 2022, 7:00 p.m.**

Present: Gail deSomer, Florence Klecka, Karen Dickson, Rev. Chip Roush, Lynn Liston, Bill Stevens, Ken Chambers

Absent: Elena Wake, Becky Lindstrom

Guests: Rin Adams, Lynn McDonald, David Mayfield

Call to Order

Meeting called to order at 7:08. Rev. Chip led the Chalice Lighting. Next was check-in and recitation of Covenant.

Approval of minutes

Florence noted that the words “by all parties” were added in the outside consultant heading after the word “trusted.” Motion made to accept the November meeting minutes by Gail, seconded by Bill. Carried.

Changes to Agenda

Noted Building Committee updates.

Reports

Reports from Minister, Treasurer, and Committees received in packet. Additional information given in meeting:

President: Nothing to report.

Treasurer: Karen gave notes in Elena’s absence. For the year, we’re still in the black, although at a deficit for the month, due to pledges dropping off, and the internet service annual fee coming due.

Building Committee: In answer to Barbara Williams’ email (see appendix), Gail listed what has been done and is ongoing. There is a \$850 quote for the sprinkler head leak. A five-year inspection is \$1,000 but necessary. Again, since there is no amount budgeted for repairs, the only recourse is to pay the bills, note the deficit, and have the Building Committee put that amount in the budget for next year. Lynn M. asked if the solar panel project is still under warranty, and Gail promised to check. Windows will be cleaned in the spring, by Tom Platt, who enjoys the process.

Grounds Committee: No fall cleanup has been scheduled. Snow Removal: No problems so far; Lynn L. is the contact person.

Old Business

Next Board Town Hall Meeting: Lynn L. outlined the agenda, and use of clipboards and whiteboards. It should take no longer than an hour, including introduction, breakout sessions, regrouping, meditation, questions, and suggestions. As it will be on Zoom, it can be recorded.

Child care will be checked on, as neither person has said yes yet.

Rin and Rev. Chip mentioned that they had offered to be part of the planning subcommittee, but were not contacted. This was an oversight that will be addressed before the next planning meeting, and Lynn apologized.

New Business

Approve Rev. Chip’s Sabbatical plan: Florence moved to approve Rev. Chip’s Sabbatical plan as outlined in the packet. Gail seconded. Passed unanimously.

Updated Lighting Proposal: The original 2020 Endowment Fund proposal for outside lighting improvements (in last month's packet) was not approved at that time, due to COVID. Therefore, Gail would like someone to re-price and re-submit the proposal this year. The original task force is unwilling, due to disagreements within the task force as to details. David M. noted that the Board only needs to determine if it is a safety issue, and act accordingly. Numbers can be adjusted upward 5% for inflation. Lynn will consult with Pat Littlejohn, and possibly have a motion for next month.

Conference Room Zoom equipment: Anne Mannix asked about providing a computer so that the Adult Forum sessions can be shared on Zoom. However, the original group agreed that these meetings would be in-person only. Others are devising programs that are Zoom-only. So no action will be taken at this time.

Board Goals: We will determine this after the Town Hall meeting.

Marketing Consultant: Other than noting that we need one, this was adapted to the following motion, made by Florence and seconded by Lynn: That the Board approve a donation of up to \$150 to Adams High School, for a community sponsorship of a T-shirt campaign in the spring, to come out of the Invisible Church Fund. Rev. Chip will follow up with the Adams representative for details. Carried with one abstention.

Adjournment

The meeting was adjourned at 8:53 p.m.

Next Board of Trustees Meeting: Wednesday, January 11, 2023 at 7:00 p.m. eastern time

Respectfully submitted by:

Florence Klečka, Secretary, Board of Trustees