

**Minutes, Board of Trustees
Unitarian Universalists of South Bend
10 September 2025**

Present: Gail deSomer, Karen Dickson, Fern Hamlin, David Mayfield, Ann Hoewing, Francisco Gomez-Dossi, Eli Williams, Justine Backus

No visitors

The meeting was called to order by Gail deSomer, Board president, at 7pm.

I. Introduction

A. Chalice lighting

B. Check-in

C. Covenant

D. Approval of minutes from the 13 August 2025 meeting. David noted that in the body of the paragraph **IV. New Business, H. Sign on south side of building**, the word **west** was used when it should have been **south**. Francisco moved and David seconded that the amended minutes be approved. **Motion carried.**

E. Set agenda. Nothing added.

II. Reports

A. President's report--Gail. Report as written, plus the additional goal for the year of creating a listing of all church groups as part of the process to strengthen care and connection within the congregation.

B. Treasurer's report--David.

1. Collection of Payment policy requires change. The sentence that specifies "line 145" should be "into the appropriate line." Fern moved and Karen seconded the motion. **Motion carried.**

2. Legacy. Realizing that this money could come to us any time, David requests board approval to open a high yield savings account in which to deposit this money so that it will earn interest while waiting to be used. Gail moved and Eli seconded the motion. **Motion carried.** There was also discussion regarding the fact that, pursuant to our by-laws, this legacy does not automatically go into the Endowment Fund if that is not specified in the legacy (which it apparently is not).

C. Office report. Security code problem is pressing. Building committee meets next week and needs to decide: do we need a new key pad? do we need to change security companies? Several comments on difficulty of working with Vermillion when the key pad won't turn off the alarm. Board consensus: spend what's needed to fix the problem.

D. Committee reports. As written, plus Eli reported that the Welcoming Congregation committee is working well. It was also noted that the list of committees and committee chairs that is included in the board packet does not reflect last month's board affirmation, specifically regarding Building, Grounds, Nominating, and Stewardship.

III. Old business

A. Status of minister search. Gail noted that we will be checking the box on our profile to indicate our willingness to share a minister with another congregation.

B. Follow-up on Assumed Business Name adoption/Name change process. Gail noted that the name change has been processed by the UUA.

C. Health insurance for office staff--progress on HRA. Gail noted that there has been no progress, also commenting that since it looks like the Affordable Care Act subsidies will be reduced or eliminated, Dr Louise Williams may decide to go with the UUA health insurance if alternatives are too costly.

D. Implementing goals set at retreat: Covenant--resources available. Gail explained that our district congregational life consultant, Matthew Johnson, has said there are some on-line resources available, like workshops, for working through possible changes. Gail asked Francisco if the Committee on Ministry would look into this; he agreed. David commented that perhaps, if we made a point of exploring our covenant every 5 years or so, it wouldn't engender such resistance when we want to talk about making a change. This was seen as a good point, given that we have members of the congregation (including some on the board) who have been reciting our covenant for 40 years or more and may view it as an integral part of who we are, hence a resistance to changing it.

E. Hiring security personnel for events--Gail. Much discussion on this topic. If we use off-duty police officers and trouble occurs, the police officer immediately works as a police officer and can contact for help and is covered by police insurance. But how does the presence of a police officer effect visitors as well as our congregation? There is some definite distrust of the police. A woman officer keeping an unobtrusive presence would definitely be preferred. It was wondered what other UUs are doing on this subject; Gail will check with Matthew Johnson. It would also be good to know, from the city attorney, exactly how off-duty police officers are covered by municipal insurance. Eli will look into what the Black Lives UU group considers on this subject. Francisco will look into the one-day UU seminar on safety and care that was offered last October. Board consensus was that security should be provided as requested by the organizing group, but that it is the board responsibility to decide who should be hired for these times.

F. Additional WVPE donation. Gail reported that we have actually received about \$1400, including the original \$500 donation that started this endeavor. Justine moved, and Eli seconded the motion that all the money be used for WVPE. **Motion carried.** Marketing committee will take care of making the actual donation and paperwork.

G. Process for sales tax exemption when purchasing. Gail will explain the process at this coming Sunday's calendar meeting, when committee chairs should be present. Discussion regarding the process by which individuals will access the necessary materials. It was suggested that the office should have the information necessary and work with those who need it, which should mean that requests can be dealt with in just a day or two. David will discuss this with Kathy Vetter.

IV. New business

A. Accountable Reimbursement Plan approval and check request approval, see August packet Treasurer's report. David explained the minimal changes. It was further suggested that, in the second paragraph at the top of page 2, the words "his or her" be

changed to “his, her, or their. **Motion to accept as amended carried.** [Sorry, I didn’t note who moved and seconded this motion.] At this time the board also considered the Authorization to Spend Budgeted Operating Funds and Special Funds. A few changes had been made to last year’s form, and the board added, for line item 767 Concerts, “Concert organizer and/or Events Chair.” Motion to accept as amended made by David, seconded by Ann. **Motion carried.** Gail will need copies of these forms for this Sunday’s calendar meeting.

B. From the Administrative calendar--quarterly update on Endowment disbursements. Gail had asked Barbara Williams, Endowment committee chair, for this, and Barbara explained that disbursements could be found in the monthly financial reports, Endowment Grants section.

V. Other business. There was no other business.

VI. Privilege of the floor. There were no takers.

VII. Adjournment. Justine moved, and Eli seconded (with glee and gusto) that the meeting be adjourned. **Motion carried.** The meeting was adjourned at 8:36pm.

The next board meeting will be Wednesday, 8 October 2025, 7pm, in the conference room.

Fern Hamlin
Board secretary

Summary of assignments from 10 September 2025 board meeting:

Dr Louise Williams

- Amend August minutes (see I.D.)
- Amend Collection of Payment policy (see B.1.)
- Bring list of committee chairs up to date.
- Update Accountable Reimbursement Plan and Check Request, and Authorization to Spend Budgeted Operating Funds and Special Funds (see New Business).

Fern: as liaison to Building committee, inform committee of board’s discussion on security code problem

Francisco

- With Committee on Ministry, explore on-line resources available for working on possible covenant changes.
- Look at last October’s one-day UU seminar on safety and care.

Gail: ask Matthew Johnson what other UU churches are doing for security

Eli: explore what Black Lives UU group considers on security issue

Justine: as liaison to Marketing committee, communicate regarding WVPE donation

David: discuss sales tax exemption process with Kathy Vetter