

**Minutes, Board of Trustees
First Unitarian Church, South Bend
9 April 2025**

Present: Gail deSomer, David Mayfield, Fern Hamlin, Francisco Gomez-Dossi, Dan Holm, Eli Williams, Jeremiah Cox

Absent: Chuck Leone, President

Visitors: Barbara Williams

In the absence of the board president, Gail deSomer, board vice-president, chaired the meeting.

I. Introduction

A. Chalice lighting

B. Check-in

C. Covenant

D. Approval of minutes of February 12, 2025, and March 12, 2025, board meetings. February minutes: Gail queried the intent of having Peace and Justice committee sponsor Diana Mendelsohn's April 26 Earth Day event at the church. Dan confirmed that the committee did indeed mean to sponsor, which would mean taking care of opening and closing the building and generally trouble shooting. Therefore, as an event sponsored by a church committee it is a church event and there is no rental fee. The February minutes should reflect this correction. **Motion: approve the February minutes as amended.** Francisco moved, David seconded. Motion carried with one abstention. **Motion: approve the March minutes.** Jeremiah moved, Eli seconded. Motion carried with 3 abstentions.

Because Barbara Williams was here to discuss item IV. D, the board decided to take up this item next.

IV. D. Endowment.

See the written committee report to the board. Barbara explained that the endowment committee proposed awarding \$18,670 which is the total sum available for awards (\$18,429) plus \$241.54 unused from a 2013-14 award. Some of the numbers on the report are now changed to reflect possible tariffs.

- Building committee pergola for covering outside patio \$5845
 - [This was corrected at the 14 May 2025 board meeting to read “Grounds committee” rather than “Building Committee”]
- Building committee ADA compliance automatic door openers plus electrical work \$3200
- Tech committee 75 inch tv screen & DVD player plus cables, mounter, etc \$2250
- Sound equipment upgrades \$4375
- Archives work \$2000
- Event committee summer retreat for congregation \$1000

Motion: recommend Endowment Committee awards to the congregation. Dan moved, David seconded. Carried unanimously.

Motion: accept the committee description, as provided by the Endowment Committee. Dan moved, David seconded. Carried unanimously.

II. Reports

A. President’s report. As written. Nothing further since Chuck was absent.

B. Vice-President’s report—Gail. Pledges for the upcoming 2025-26 church year are now at \$138,440, and Gail is cautiously optimistic that we might still make the \$140,000 goal.

C. Treasurer’s report—David. Written financial reports. Also, \$20,000 has been put into 2 CDs, 6 and 13 months, 4% and 4.2%.

D. Office report. As written.

E. Committee reports. Proposal to upgrade office printer. New, office quality Toshiba from Adams-Remco. Cost \$5961.25, \$54.16 monthly contract for toner, service, maintenance. **Motion: to allow overage expense in line item #415 to purchase new printer and begin service contract now.** David moved, Jeremiah seconded. Carried unanimously.

III. Old Business

A. Child Abuse policy and Disruptive or Inappropriate Behavior policy.

Gail pointed out that the Child Abuse policy had been approved by the board in February 2025. Discussion ensued with a careful reading of the Disruptive policy as presented by the Admin Committee. One phrase and one sentence were removed. Admin Committee will provide an amended copy to the office.

Motion: to approve the amended Disruptive or Inappropriate Behavior policy. David moved, Dan seconded. Motion carried unanimously.

B. Discrepancies in Church Alcohol policies. See attachment for details, but the crux of the matter boiled down to who is to obtain the liquor liability insurance, the church or the user. It was agreed to have the office manager discuss this with Church Mutual: does our existing insurance cover the church for liquor liability? Does it cover outside users/renters of the building?

C. Church printing cost recommendations. This was covered earlier, under committee reports.

IV. New Business

A. Budget for 2025-26. Recommendation to the congregation. Working through the budget line by line took up almost all of the rest of the meeting time. David, our intrepid treasurer, had prepared an interactive visual presentation, bolstered by paper copies for those of us who like to hold onto our numbers. It should be noted that, when questioned, he explained with great glee how he had arrived at the \$5191 figure for line item #241 Rainy Day Fund. Changes were made, including:

- food for memorial services will be part of an increased line item for social committee (#720)
- line item #142 is renamed Holiday to be used for the cookie walk and (if it continues) the dessert auction
- line item #363 Security Personnel will be added with \$675
- line item #220 Cleaning Services will be \$8580 to cover weekly cleanings of 1-1/2 hours by two people at \$165 per week, every week
- Gail will discuss with Jim Ward the question of adding all the expenses and income of the concerts to our operating budget. Details on this will be circulated to the board for e-mail approval when available.

Roughly speaking, the budget now stands at \$164,490 income, and \$131,505 expenses. Income excess is \$32,985. There is no budgeting for a minister, and were we to find one, we would need more money for anything more than quarter time with this amount.

E. Board nomination of one member to the Nominating Committee for a 2-year term. Due to the lateness of the hour, this was the only other business item dealt with. For 2025-26 Chuck will be on the committee as the immediate past-president, Megan Sulok will be in the second year of a two-year term. Eli Williams is willing to serve as the newest member, for a two-year term. Gail has a few names to ask in order to find an alternate member.

Before adjourning, Gail noted that the Committee on Ministry description and the Performance Wage and Salary Review policy had both been approved in prior months, so they do not have to be tabled to next month. The other submissions from the Admin Committee will be tabled to the May meeting.

The meeting adjourned at 9:40pm.

The next meeting will be Wednesday, 14 May 2025, 7pm, in the conference room.

Fern Hamlin, Board secretary