

**Minutes, Board of Trustees
First Unitarian Church, South Bend
12 Mar 2025**

Present: Chuck Leone, Gail deSomer, Jeremiah Cox, Eli Williams, Francisco Gomez-Dossi

Absent: Fern Hamlin, David Mayfield, Dan Holm

Visitors: none

I. Introduction

A. Chalice lighting

B. Check-in

C. Covenant

D. Approval of minutes from the February 12, 2025, meeting.

(tabled until next month's BOT meeting)

E. Set agenda

Chuck: Request from Finance Committee/Treasurer that will be reviewed with Treasurer's report.

Francisco: Additional document entitled, Performance, Wage and Salary Review Policy, to be reviewed with Old Business, under Committee on Ministry revised description.

II. Reports

A. President's report—Chuck. As submitted.

B. Treasurer's report—

Monthly and Operating Reports through the month of Feb 2025 are available for review. We have a surplus as we are not paying a minister. Request from the Finance committee, to allow placement of up to an additional \$30K in a CD. Plan to ladder CDs of 2 month durations at \$30K each. This will allow easy accessibility to funds and still provide a higher interest income.

***Motion:** Increase to \$60K amount of money that can be moved to CD with sequence of CDs to target renewal every other month.* Gail moved, Jeremiah seconded. Passed unanimously.

Budget was reviewed by Chuck. Holiday Bazaar deleted from income as no longer an event.

Current increase in income due to "Love is Love" event and increased Loose Service Offerings.

For budget purposes, plan is to continue Service Auction income target at \$12K. Gail reviewed pledges to date, these are at 121K which is better than expected. Full review will be done at next month's BOT when Treasurer is back.

C. Office report. As Submitted.

Administrative changes planned:

1. **Office manager** will notifying list of Lay Delegates to the 2025 MidAmerica Regional Business Meeting at the GA.
2. **Office manager** may remove list of attachments from the BOT Packet as well as when it is published on the church website.

D. Committee reports. As written.

III. Old Business

A. Attendees at the UU General Assembly.

Discussed potential delegates for upcoming UA GA2025. Currently known members planning to attend include: Gail DeSomer, Barbara Williams, Justine Backus, Louise Williams, Megan Sulok and Byrd Tetzlaff (virtual only). Financial support will be from the Leadership Development budget line with BOT authorization to go over budget if needed. Louise W. will attend as an employee of FUSB and be 1 of 3 FUSB delegates and will have registration & housing covered. Justin B. requested financial assistance and will have registration covered and be the 2nd of 3 delegates. Gail D. will discuss with Barbara W. regarding which of them will be the 3rd of 3

delegates. Byrd T. requested financial assistance with the virtual registration fee and plans are to cover this via the above budget line.

Motion: Delegate Louise W. (Office Manager) to report the list of delegates to the General Assembly. Jeremiah moved. Gail seconded. Passed unanimously.

B. Revised Committee on Ministry description & Performance, Wage and Salary Review Policy.

Francisco presented the proposed changes to the description on the Committee on Ministry description and to the current Performance, Wage, and Salary Review Policy. These were reviewed and approved. Francisco was tasked to provide these updated documents to the Administrative Committee for inclusion in church records.

Motion: Approve as amended on 3/12/2025 the new Committee on Ministry description and the updated Performance, Wage and Salary Review Policy. Gail moved. Francisco seconded. Passed unanimously.

C. Church Security.

a. Physical security-Trans Day of Visibility event, equipment recommendations

Reviewed "Love is Love" physical security. It was paid by donation. This worked well. There was discussion about security being members of the SBPD and how some members of the community may feel "less secure" due to historical interactions between members of the different communities and the Police. Still, the person who provided security seemed good and remains an option.

This will remain an Ad-Hoc decision for each activity.

For the Trans-Day of Visibility BOT recommends security be used. This event is part of our Welcoming Congregation activities needed to maintain this certification.

Motion: Authorize funding for Security Officer for the Trans Day of Visibility event, at the discretion of the Marketing Committee, with funding to come from the Marketing budget and authorization to go over budget, if needed. Gail moved. Jeremiah seconded. Passed unanimously.

b. Phishing attempts

Discussed ways to increase awareness of targeting of FUSB members. It appears for now this has been directed to members whose emails are publicly available and not those on our current Church Directory listing, which has limited access to members only.

Chuck tasked with emailing of concerns and providing additional information of online training available to all Committee Chairs. Chuck was tasked with producing an informational paragraph regarding this issue to be placed on the CHIRP.

D. Board input and priorities in budget process for 2025-26 fiscal year.

No additional information reviewed.

E. Child Abuse Policy and Disruptive or Inappropriate Behavior Policy.

Tabled as documents with edits not available for review. Administrative Committee will be requested to resubmit these policies with planned edits for BOT review at next month's meeting.

F. Discrepancies in Church Alcohol Policies.

Tabled until next month. **Jeremiah was tasked** with reviewing relevant policies (Building Use Policy, Alcohol Use Policy, and Procedure for One-Time Use of the Church Policy) and provide to BOT copies with planned edits to resolve the discrepancies.

G. Church printing cost recommendations update.

Tabled until next month. **Jeremiah was tasked** with providing this information at the next meeting.

IV. New Business

A. Pursuit of Welcoming Congregation Status.

FUSB has been recognized as a Welcoming Congregation in the past. We are past-due for renewal of this status. Gail discussed what she found online regarding requirements that need to be fulfilled for renewing our "welcoming" status.

Motion: Pursue renewal of First Unitarian Church, South Bend status as a Welcoming Congregation. Eli moved. Francisco seconded. Passed unanimously.

Gail will continue this process with the assistance of Eli W. and they will approach Jim W. to see if he is interested in helping with the maintenance of this status.

Additional discussion ensued regarding placing an LGBTQIA+ Pride flag in a prominent place in the Church. Eli was tasked with further research regarding the particular flag needed and its placement.

B. Analysis of Church Survey Results.

Chuck was helped by John Hagen with analyzing the recent Church Survey results. There is more work to be done to obtain information that will help guide us in our long-term goals.

V. Other Business.

A. Minister Search Update.

Chuck discussed the current status of our search for a contract Minister. Due to lack of new candidates, Chuck will approach Lisa Pressley from the MidAmerica Region UUA to discuss further options that may be available.

VI. Privilege of the Floor. – none

VII. Executive Session. -- none

VIII. Adjournment at 8:54 PM

Next regular Board of Trustees meeting: Wednesday, 9 April 2025, 7pm, Conference Room.

Summary of assignments from March 2025 Board meeting:

Chuck:

- provide information of online training regarding Phishing concerns to all Committee Chairs.
- producing an informational paragraph regarding Phishing to be placed on the CHIRP.
- Contact Lisa Pressley of MidAmerica region UUA regarding further steps in seeking a Minister.

Gail:

- Continue pursuit of renewal of FUSB "Welcoming Congregation" status.
- Approach Jim W. to assist in maintaining current "Welcoming Congregation" status.

Jeremiah:

- review relevant policies to alcohol use at FUSB (as above) and provide to BOT with planned edits to resolve the discrepancies
- Provide updated church printing recommendations for review at the next meeting.

Eli:

- Review LGBTQIA+ pride flags available and seek appropriate Church location for placement.
- Assist Gail with the "Welcoming Congregation" status renewal.

Francisco:

- Provide updated COM Definition and Performance, Wage, and Salary Review Policy to Administrative Committee.

Fern:

- Obtain from Administrative Committee the Child Abuse & Disruptive Behavior policies with planned edits for BOT review at next month's meeting.

Submitted by

Francisco Gomez-Dossi