

Minutes, Board of Trustees
First Unitarian Church, South Bend
8 January 2025

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

Visitors: Barbara Williams

I. Introduction

A. Chalice lighting

B. Check-in

C. Covenant

D. Approval of minutes from the December 11, 2024, meeting. Francisco moved, and Gail seconded, to approve the minutes as read. Carried unanimously. Fern asked to discuss the addition of the board packet and attachments to the board minutes, so that members of the congregation could understand what was being discussed by the board. After discussion it was agreed that, from now on, the board packet and attachments will be posted with the draft minutes on the members section of the website. Once the minutes are approved, a copy of the minutes alone will be posted with the ongoing list of minutes in the public section of the website, while the minutes on the members section will be marked as approved and will remain on the members section with the board packet and attachments, and an ongoing list will be started there. Gail will inform the office of this change.

E. Set agenda

- Francisco: two items. First, for use at congregational meetings, some form of written notification of the basic parliamentary rules that will be followed. Gail suggested a page in the annual report explaining this. She will look for a sample. Second, discussion from the now fully staffed Committee on Ministry.
- Dan: Sunday service attendance and the ministerial search packet.

II. Reports

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

B. Treasurer's report—David. We are now recognized as part of the UUA retirement system.

C. Office report. Request for funding for office manager to attend General Assembly at church expense, approximately \$1700. Discussion. David suggested that this might be a good 'need' for a general congregational 'ask,' as we have seen in the past that congregants often respond to requests for money for specific church needs. Chuck said we would not be deciding this question tonight.

D. Committee reports. As written, plus:

- Gail. Kathy Platt's social committee is planning an overnight retreat at The Res in August.
- Gail. Adult RE will be running a once monthly, for four months, discussion class for the book *Authentic Selves*, starting in March. The committee would like to purchase 10 copies. This will result in their budget looking to have spent more than was allocated, but the way that the money for the Great Decisions books is spent and received actually means that they will not be exceeding their budget. Francisco moved, and Jeremiah seconded, to authorize the purchase of the 10 copies. Carried unanimously.
- Dan. Sunday service attendance graph for 2023 and 2024 shows that, on the whole, attendance has remained strong even without a minister.
- Fern. Admin committee. The Building Use policy and the recently approved Alcohol policy differ on certain points and need to be reconciled. Chuck asked that the board be able to see a comparison of the points. Fern agreed to provide this for the February meeting.
- Chuck. Board Executive Session policy, submitted by the Admin committee, needs to be looked over before board discussion. Tabled to the February meeting.

III. Old Business

- A. Board Italian dinner, January 25, 2025.** Everyone understands their assignments. Board members should arrive at the church in the vicinity of 4-4:30pm. Dinner is scheduled to begin at 6. We need food for about 30, so that we, too, can eat.
- B. Care committee description.** Not ready yet for board approval. Care committee will add the point that a member of the committee is to serve on the Congregational Discretionary Fund committee.
- C. Adult RE request.** Already handled under committee reports.
- D. Plan for preparation for congregational vote on name change for the church.** Chuck suggests one meeting a month for congregants to discuss the possible changes. David stressed the need to come to agreement on what the changed name should be before the question is dealt with at the meeting. It was agreed that having some kind of poster/paper display mounted with the possible changes and room for written comments would be very useful. Meetings will be held during the February and April potlucks, plus a zoom meeting and whatever else looks useful (e.g., bringing the matter up for discussion at affinity group meetings). Chuck will talk about this at this Sunday's service. Eli noted the need to survey our own membership regarding the possible changes. Barbara Williams agreed to design the survey, which will be submitted to the board for approval via email.

IV. New Business

- A. Certification of church membership.** The membership list shows 116 members; since the last certification (January 2024) we lost 14 members and gained 16. Fern moved, and Dan seconded, to certify our membership to the UUA as 116. Carried unanimously.
- B. Francisco—Committee on Ministry.** The committee has grave concerns regarding the requirement that it evaluate the minister every other year. It feels competent to evaluate the effectiveness of the minister’s ministry, but not other areas of the minister’s work. There was discussion regarding exactly what might be and might not be part of the minister’s ministry. Chuck suggested that the committee description might be altered to have the committee evaluate the minister on those matters within the scope and responsibility of the committee. Gail noted that our church policy on Performance, Wage, and Salary Review called for evaluation of the minister by the board and/or the Committee on Ministry at intervals to be determined. The committee will consider these suggestions and Francisco will report back at the next meeting.
- C. Dan-Ministerial Search Packet.**
- Has it been submitted? Chuck answered, yes.
 - How can congregants see it? Gail noted that a link to the packet can be put in the chirp and on our website.
 - There is still confusion as to just what we are looking for, in terms of time and focus. Gail noted that this information has been in the chirp (in December) and asked where else it might be placed to help alleviate this confusion. Suggestions of it being on the church website with the packet will be used.

V. Other Business. None.

VI. Privilege of the Floor. No takers.

The meeting was adjourned at 8:45pm.

Next regular Board of Trustees meeting: Wednesday, 12 February 2025, 7pm, Conference Room.

Submitted by

Fern Hamlin, Board Secretary

Summary of assignments from January 2025 Board meeting:

Gail:

- Inform office of procedure change for posting of minutes
- Provide sample of simple parliamentary rules to consider for inclusion in annual report
- Care committee description (member for Congregational Discretionary Fund committee)
- Spearheading paper display for name change input
- Request that link to ministerial search packet be added to our website and listed in the chirp

Fern: differences regarding alcohol use in Building Use and Alcohol policies

Chuck: discuss church name change preparations at this Sunday's service

Barbara Williams: design survey for membership on church name change; submit to board via email for approval

Eli and/or Jeremiah: assist with electronic dissemination of above survey

Francisco: have Committee on Ministry suggest how to amend committee description regarding evaluation of minister