Minutes, Board of Trustees
Unitarian Universalists of South Bend
13 July 2026

Present: Karen Dickson, Francisco Gomez-Dossi, David Mayfield, Fern Hamlin, Ann Hoewing, Ben Tovar
On Zoom: Cat Rambo
Absent: Justine Backus
No Visitors.

The meeting was called to order by Karen Dickson, board president, at 7pm.

I. Introduction
A. Chalice lighting
B. Check-in
C. Covenant
D. Approval of Minutes from the June 29, 2026, meeting. Karen requested an addition to the sentence beginning "Points covered" under Old Business, New Minister moving expenses. It was agreed that this sentence would now read "Points covered included the question of why, since we were using the UUA template for the contract, this now common practice was not part of the template; what would happen if our incoming minister did not actually come or came and left well before the end of the two-year contract; was it a matter of trust or a matter of responsible stewardship for and fiduciary duties to our congregation." Also, New Business, From the Admin Committee, should read July rather than June. **Motion to accept the amended minutes** moved by Ann, seconded by Ben. **Motion carried.**
E. Set agenda. Cat requested discussion of a policy for moderators for the Discourse server.

II. Reports
A. President's Report--Karen. None
B. Vice President's Report--Francisco. None
C. Treasurer's Report--David. See monthly financial reports.
D. Office Report--Dr Louise Williams. As written.

III. Old Business

A. Personnel Policy Review. The board finished reviewing the policy. **Motion to approve the Personnel Policy with the changes made by the Board last month and tonight** made by David, seconded by Francisco. **Motion carried.** Fern will see that the Admin Committee receives the final version.

B. "Guard Rails" for Barbara Boyd funds. Fern read out the notes from our discussion on this subject at the June 10 board meeting. David thought that the board should explain what we are currently using the funds for (assisting with payment of a full-time minister for 2 years and, if needed, helping with the cost of repaving the parking lot) and that the rest of the money has been invested until there is a clear need or desire to use the fund. There was consensus that Karen should explain this at the August all-church retreat.

C. Sexual Harassment Policy and Procedure. Discussion. **Motion to approve this policy as amended** made by David, seconded by Ben. **Motion carried.** Fern will see that the Admin Committee receives the final version.

IV. New Business

A. Parking lot quotes. Motion to accept the proposal from Walt's Paving for 2 inches of paving and repair of dry wells for $37,500 made by David, seconded by Francisco. **Motion carried.**

B. CASIE Center Stocking Stuffers approval. Request from the Dream Team to approve this service project. **Motion to approve** made by David, seconded by Francisco. **Motion carried.**

C. From the Perpetual Calendar

1. Set date for Annual Congregational Meeting. Motion to set May 23, 2027, for the annual congregational meeting made by Ann, seconded by Ben. **Motion carried.**

2. Approve adding officers to banks (First Source and Community Wide). Motion to add Karen Dickson, board president, and Francisco Gomez-Dossi, board vice-president, as approved signatories for the Unitarian Universalists of South Bend (First Unitarian Church, South Bend) accounts at First Source Bank and Community Wide Credit Union made by Fern, seconded by Ann. **Motion carried.**

3. Approve UUCEF permissions. Motion to approve Barbara Williams (Endowment Committee), David Mayfield (board treasurer), and Karen Dickson (board president) for online only view access to our UUCEF accounts made by Francisco, seconded by Ben. **Motion carried.**

4. Approve credit card signatories. Motion to continue authorization for Gail deSomer (outgoing board president) and David Mayfield (treasurer), and to add Karen Dickson (board president) made by Fern, seconded by Francisco. **Motion carried.**

5. Appoint Assistant Treasurers. Motion to appoint Fern Hamlin and Kathy Vetter as Assistant Treasurers made by David, seconded by Ann. **Motion carried.** Fern noted that she has been fulfilling this role since 1990.

6. Appoint liaisons with committees.

Administrative--Fern	Grounds--Francisco
Aesthetics--Cat	Lifespan Learning--Ben
Building Comm--Fern	Marketing--Justine
Building Use--Cat	Membership--David
Care Comm--Karen	Nominating--Ann
Children's RE--Ben	Peace&Social Justice--Justine
Comm on Ministry--Francisco	Social Comm--Ann
Endowment Comm--David	Stewardship--Francisco
Events--Ann	Technology--Ben
Finance--David	Sunday Service--Francisco

D. Request from Marketing Committee. The request involved on-going problems with the church website and asked that the board authorize Dr Louise Williams to use work hours to resolve these problems. Discussion. Should we get/pay a professional to fix these problems? Ben offered to look at our Word Press tomorrow to see if he can fix the problems. If not, **motion to authorize obtaining a quote for professional help to resolve our website issues** made by Fern, seconded by Ann. **Motion carried.** The goal would be for Ben to let Karen and/or Francisco know if he can fix the problems. [Added commentary to these minutes, from Fern: Please note that the board DID NOT authorize contracting with a professional to do this work, ONLY obtaining a quote for what it would cost. Nor did the board consider which line item would be used to pay for such work, were it to be carried out.]

E. Policy for Moderators for the Discourse Server. This item was tabled to August. As soon as possible, Cat will supply information on this subject directly to the board members**.** It will also be in the August board packet, but board members would like the opportunity to see the information before then.

V. Other Business. None

VI. Privilege of the Floor. No takers.

VII. Adjournment. The meeting was adjourned at 9:15pm.

The next board meeting will be Monday, August 10, 2026, at 7pm in the conference room.

Fern Hamlin
Board secretary