

Unitarian Universalist Church of Bloomington, Indiana

Seeking the Spirit, Building Community, Changing the World



Congregational Meeting Minutes

December 14, 2014

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Call to Order

Call to order by Kathleen Sideli, President, at 4:03 pm

Introduction of Parliamentarian **Jack King**

Chalice lighting **Ministry Team**

Introduction of Board **Kathleen Sideli**

Kathleen Sideli – President

Von Welch – Vice President

Ann LeDuc – Secretary

Arzetta Hults Losensky - Treasurer

Doug Cauble – At Large

Pat Brantlinger – At Large

Deb Hutton – At Large

Updates

Green Spaces Campaign **Andrew Appel**

It has been three and a half years since the work of the Green Spaces Initiative began. The campaign began with slightly over \$800K in pledges. Currently \$60K in pledges have not been paid; and as a result, \$60K of loans are still due to be paid to congregants. Congregants who issued the loans have been very generous in dealing with the shortfall.

In addition to the updates, improvements and repairs that were part of the Green Spaces Initiative, a percentage of the green spaces funds were set aside as contributions to church going forward. These include funds for social justice, future growth and green maintenance. Some of this money was used to help make the church's new metal roof possible.

Stewardship Report **Drew Schrader and Mary Boutain**

The final pledge total for this year's stewardship campaign is \$518K. This is an increase over last year and just shy of our goal of \$520k. We should be proud of this year's pledge total, especially during this time of ministerial transition and since last year was a stewardship campaign with a significant increase in pledge totals.

A small subset of the Stewardship Committee meets regularly. They call themselves the Stewardship steering "posse."

Planned Giving Libby Devoe and Clarke Miller

Increasingly, members are including the church in their estate plans. The Planned Giving Committee hosted the first annual luncheon for those including the church in their estate plans. Each month, a few congregation members are contacted by the Planned Giving Committee and asked to include the church in their estate planning.

Leadership Cultivation Allison Chopra

One of the key tasks of the Leadership Cultivation committee is to find candidates for the Board, Special Purpose Fund (SPF) committee, and Leadership Cultivation committee. Committee member terms will be ending on the Board for Von Welch, Arzetta Hults-Losensky, Doug Cauble and Deb Hutton; on SPF for Joann Wilhelm; and on Leadership Cultivation for Allison Chopra. Carol McCord will also be stepping down from Leadership Cultivation at her request. Leadership Cultivation is requesting that members on the Board and on SPF with terms ending remain as incumbents during this time of ministerial transition. The Leadership Cultivation committee will be recruiting two new members for next year.

Special Purposes Fund Chris Haynes

The Special Purposes Fund (SPF) committee has embarked on a thorough review of the church's investments. An independent advisor has been hired as a consultant. The review includes considering fossil fuel divestment, return on investment, examining risk and reviewing operational considerations.

In early 2015, SPF will host a town hall meeting to discuss findings and to gain input from congregants regarding the possibility of fossil fuel divestment.

Ministry Team

Reverend Mary Ann Macklin, Senior Minister

We have had a few large changes since our last Congregational meeting, including the retirement of Reverend Breeden and the departure of Reverend Barbara Carlson.

The MidAmerica Regional Assembly will be April 17-19 in Naperville IL. Everyone will be at the same location this year, unlike last year. This year's title is "The 'New' in the New Era of Unitarian Universalism."

Reverend Macklin has been involved in Multi-site Ministry Learning Circles. Multi-site Ministry is a way to reach out and support smaller groups and individuals in Indiana that may lack the resources of a larger congregation. Multi-site Ministry can be a way to grow a congregation without additional infrastructure, such as buildings and parking lots.

Dori Davenport, UUA regional staff, will be at UUCB on February 7th to speak on “Building a Culture of Generosity.” This will include exploring generosity as a spiritual practice. We will invite congregations from around the area for this event.

UUA Moderator, Jim Key, will be here on February 21st and 22nd to host a workshop, meet with lay leadership, and to preach. The Moderator position is the highest volunteer position and the chief governance officer for the UUA. The moderator chairs the UUA Board of Trustees, facilitates the plenary (business) sessions at General Assembly, serves as an important interface with congregations, and consults with the UUA President in developing a common vision for the Association. The moderator also consults regularly with leaders and administrative committees at the national, regional, and district levels.

In October several lay leaders and staff attended an Intercultural Competency workshop in Louisville. We will host an Intercultural Competency workshop here this coming Spring.

Reverend Macklin is a teaching pastor to a student minister, Natalie Spriggs-Trobridge. The student minister is currently in Indianapolis. Next year she will be at UUCB 20 hours a week, working with the ministry team. Reverend Macklin will continue to educate herself about what it means to be a teaching pastor.

Some of you many have noticed that Reverend Macklin is wearing her black minister’s robe throughout the week. The robe symbolizes her religious leadership and identity while in the building and reminds her to be in a place of deep listening. When she removes the robe at the end of the day, it is a physical reminder to leave her work at church and not take it home with her.

Reverend Doug Wadkins, Interim Minister

Interim Ministry Focal points consist of heritage, leadership, connections, mission and future. At this point in the interim ministry, the story of our heritage has been the main focal point. “Leadership” looks at leadership in the congregation and staff, including how to foster leadership and work well together. “Connections” is about sustaining relationships. “Mission” delves into what difference we want this congregation to make in the world. This will be the topic of an all congregation workshop on January 31st, “Our Living Faith”. “Future” includes work to prepare for the new minister.

Reverend Emily Manvel-Leite, Minister of Religious Education

The RE Staff and lay leaders have participated in several educational programs offered by the Center for Congregations. Our children’s and youth religious education classes are near the end of their Fall term.

Our Preschool Children are exploring the world they live in, ways to be within it, and ways to be within it with one another. Kindergarten through second grade children are discovering the roots of our faith through tales of Unitarian Universalist principles and sources.

Third through sixth grade children are “Exploring Our Sources” from a historical perspective.

Through March, our seventh and eighth graders will be participating in the “Our Whole Lives,” human sexuality education program.

Quorum Report

67 members signed in for the meeting. 52 were necessary to have a quorum.

Motion for board to approve congregational minutes at a future board meeting

Motion by John Summerlot.

Seconded by Harv Haggerty.

Vote: approved unanimously.

Social Justice Grants Announcement Millie Jackson

Social Justice awarded \$5335 to five groups.

Projects included:

Reproductive Justice Snack Brigade: \$400

Homelessness Task Force Interfaith Winter Shelter: \$1675

Rainbow Rights Task Force PRISM Youth Project: \$2500

Elder Focus Task Force Books/Course Project: \$260

Habitat for Humanity Task Force Elderly/Disabled Housing Project: \$500

A grant request from the Just Peace Task Force was passed to SPF for additional funding options.

Board of Directors

Bylaw Changes (with vote) Von Welch

Official bylaws of the church are available online at:

<http://www.uubloomington.org/uucb/govt/bylaws.pdf>

Bylaw changes originate with the Board. The Board makes a motion for a bylaw change. The proposed changes are a collection of changes that will help to bring the bylaws up-to-date and clean up procedural issues. Printed versions of the bylaw changes are available for review and were also announced in the November Prologue.

Motion: New Section 2.4: Membership requirement for Board, SPF, LCC

Currently we have no stated requirement to be a church member to serve on the Board of Directors, Special Purposes Fund Committee, or Leadership Cultivation Committee.

Motion is to add a new section as follows:

2.4 Requirement for leadership positions. Membership is required to serve on the Board of Directors, Special Purposes Fund Committee, and Leadership Cultivation Committee.

Spelling change: Special Purpose Fund committee instead of Special Purposes Fund.

NOTE: Due to an opposing statement is section 7.1 of the bylaws, the spelling change noted above will not be instated.

Membership is previously defined in section 2 of the bylaws.

It is implied that church membership is not required in order to serve on any other committee.

Vote: approved unanimously.

Motion: New Section 2.5: Requirement for Fiscal Management

We currently have no requirement for management of funds or fiscal decision making.

Motion is to add a new section as follows:

2.5 Requirement for fiscal management. Management of significant funds or the making of significant fiscal decisions shall be by authorized Members or Employees only.

Andrew Appel: Since “significant” is not defined, is it really meaningful?

Von Welch: the new statement expresses the intent, but leaves it open as to what constitutes a significant financial decision.

David Keppel: “Authorized” also seems to be ambiguous. How do people become authorized?

Von Welch: Authorized is not defined.

David: So it is really a way of adding a yield to anyone thinking of making a financial transaction.

Chris Haynes: I think it is given that the Senior Minister is the authorizer.

Amy Taylor: Does this apply to only cases when we are asking people to invest?

Von Welch: This is not limited to investments.

David Keppel: The real value is educational, that anyone coming near sums of money is warned in advance that the commitment of that money requires authorization.

Harv Haggerty: Makes it clear that if the amount is significant, they need to seek authorization.

Mary Ann: It gives a little more ability for the authorities to have a say in financial transactions.

Vote: One abstention

Ayes carried the vote.

Motion: Section 4.8: Budget Variations as Percentage of Line Item

Budget variations used to be "10% or \$1,000, whichever is greater" and was amended to \$3,000 at 12-12-2010 congregational meeting. Our understanding is that this was done at the time as an increase. Since we now have line items in the budget that exceed \$100,000, \$3000 is once again a small amount. We propose making this a maximum of \$3,000 or 5%.

Motion is to add text to Section 4.8 as follows:

4.8 Budget. The budget is proposed by the Board and established by the Congregation at the annual Spring meeting, or at subsequent special congregational meeting prior to the start of the fiscal year. During the fiscal year total expenditures projected to exceed the budget by more than 5% must be approved by the Congregation. Congregational approval also is required for an expenditure in any budget line that is projected to exceed the budgeted amount by more than 5% or \$3000, whichever is greater. Any mid-year changes to the annual budget may be made at the Fall congregational meeting or at a special congregational meeting. In addition, Board approval is required for all overages on budget lines. Variant limit is \$3000. With the larger line item on the budget, this has caused \$3000 variant to not be enough. Now 5% or \$3000, whichever is greater.

Vote: Approved unanimously.

Motion: Clarification of Sections 7.1 and 7.2 Regarding Donations and the SPF

Section 7.1 states "Unless otherwise required by the terms of a testamentary bequest or memorial contribution..." which seems to exclude other gifts.

We propose changing this to be any "gift" for clarity. The revised clause would exclude pledges and gifts with designations.

Motion (part 1) to change text as follows:

7.1 Creation of the Fund. There shall be maintained a fund for religious, charitable, educational and civic purposes, which shall be known as the Special Purposes Fund

of the Church. The fund is to be administered separately from the other financial affairs and property of the Church for the purposes and in the manner here provided.

Unless otherwise required by the terms of a ~~testamentary bequest or memorial contribution~~ gift whereby money or property has been received by the Church, the Board of Directors shall cause the care, management and allocation or expenditure of assets so received to vest in the elected committee members of the Special Purposes Fund (SPF).

7.2 Purposes of the Fund

The last sentence of 7.2 is unclear and seems to specify that the Church Board directs use of SPF funds, which contradicts other statements in 7.3. We propose removing this sentence.

Additionally correct a typo in 7.2: "...may not be used..."

This change clarifies that gifts go through SPF when not designated.

Motion by the Board to change text as follows:

7.2 Purposes of the Fund. The Fund shall be used solely for the purposes here specified, as determined from time to time by the SPF Committee administering the Fund. Unless otherwise specified in a gift, the income and principal of the Fund may not **be** used to pay operating expenses of the Church, including interest on indebtedness of the Church, but may in the discretion of the SPF Committee be spent for capital assets, including the retirement of the principal of indebtedness incurred for new or existing assets, and for amenities and auxiliary purposes of the Church, including contributions for denominational, charitable, educational, and social service purposes outside of the Church. ~~Within these parameters, general or limited-purpose contributions may be made, accepted, and used for purposes specified by the Church Board.~~

Lloyd Orr proposed an amendment- substitution of a new sentence for the second sentence in 7.2.

New sentence reads: "Within these parameters gifts are accepted by SPF and used for general or donor specified purposes."

7.2 with Lloyd Orr's proposed change reads:

7.2 Purposes of the Fund. The Fund shall be used solely for the purposes here specified, as determined from time to time by the SPF Committee administering the Fund. Unless otherwise specified in a gift, the income and principal of the Fund may not **be** used to pay operating expenses of the Church, including interest on indebtedness of the Church, but may in the discretion of the SPF Committee be spent for capital assets, including the retirement of the principal of indebtedness incurred for new or existing assets, and for amenities and auxiliary purposes of the Church, including contributions for denominational, charitable, educational, and social

service purposes outside of the Church. ~~Within these parameters, general or limited-purpose contributions may be made, accepted, and used for purposes specified by the Church Board.~~ Within these parameters gifts are accepted by SPF and used for general or donor specified purposes.

Chris Haynes: Lloyd Orr consulted with the SPF committee in advance of the congregational meeting.

Motion by Lloyd Orr: To add the new sentence, "Within these parameters gifts are accepted by SPF and used for general or donor specified purposes."

Seconded by Harv Haggerty.

Vote: Approved unanimously.

Chris Haynes: If funds are given for an immediate operational purpose they do not go through SPF. The church now has two endowments. One specifically supports operational expenses of the church.

If someone has a specific wish for a donation, it may be designated or be designated for the minister to decide on its use. If not specified, it will go to the SPF committee.

Vote to approve the amended motion: Approved unanimously.

Motion: Section 7.4: Special Purposes Fund Committee Term Limit

While Board members and Leadership Cultivation Committee members have limits on repeated terms, the Special Purposes Fund Committee has no limits currently. This change implements a two-term limit with not more than three consecutive two year terms. This is an effort to insure fresh perspectives on the committee.

Motion is to add text as follows:

7.4 Selection and Organization of the Committee. The members of the SPF Committee shall be five in number; three elected by the Members of the Church, one member of the Board of Directors of the Church elected by the Board, and the Treasurer of the Church. Thereafter one member of the committee shall be elected each year for a three-year term, with their terms overlapping. Members may not be elected to more than two consecutive three-year terms. Vacancies occurring during a term shall be filled by the Board of Directors of the Church for the remainder of the term. Each new Board shall elect the SPF Committee member to be chosen by it from among its members at its initial meeting.

Vote: Approved unanimously.

Motion: Section 7.5: Update of SPF Record Keeping and Reporting

Keeping minutes in the Church office is no longer standard procedure for the SPF Committee, they are kept electronically. We propose to not keep them in the Church office, but instead make them available on request.

Currently the SPF Committee is required to only report annually. In practice, the SPF Committee reports twice a year to the board (which is in line with the Board's monitoring policies), which seems like good practice and we propose to require this in the bylaws.

As result of technology grant, we have a unified UUCB Google Drive. The UUCB Google Drive is used by many church committees and task forces. Each group has its own folder, but UUCB is the owner.

There are several benefits to the unified Google Drive. Enables committees and task forces to maintain materials spanning turn over in committee personnel. Replaces paper archives; materials available directly from committees by asking.

7.5 Records of the Fund. The Committee shall keep accurate minutes of their meetings, ~~including a record of the summons and notice of each meeting. These minutes shall be kept in permanent form in the office of the Church~~ **which will be made available to any member of the Church on request.** The Committee shall also prepare a permanent record of contributions and any tribute or memorial designations by donors, for preservation in the Church office. They shall render reports of income, expenditures, and assets of the Fund to the Church Corporation not less often than at each Spring Annual Meeting of the Church **and to the Board of Directors at least twice per year.**

Richard LeDuc: Should we codify how we maintain records?

Von Welch: Committee needs to provide them upon request

Harv Haggerty: We need backups, concerned that the financial worth of the church might be lost if there is no backup.

Kathleen Sideli: We need to address in the future how the SPF records are being kept, in relation to technology and backups.

Vote: approved unanimously.

Motion: Update of Index by Board Secretary

The Index on pages 12-13 is out of date. Since the index is not normative, rather than specify all the changes in detail, we propose to authorize the secretary of the board to update the index using their judgment.

Motion: The Secretary of the Board is authorized to update the Index for the bylaws at their discretion.

Vote: approved unanimously.

Treasurer's Report Arzetta Hults-Losensky

The Power Point slide shows a summary of our revenue and expenses from July 1st through November 30th of this fiscal year. For the first five months of our fiscal year our income was just over \$243K. The expenses for this same period, ending November 30th, were just over \$240K. The operating cash position of the church is sufficient to meet our current obligations. Although the net income is about \$15,000 below the last three-year averages for November.

The monthly budget reports are posted to the church database under "Messages." Paper copies are available in Room 204 and posted on the bulletin board at the courtyard entrance.

As a result of our new solar panels, our electric bill in June of this year was \$38 and \$37 in July.

Our pledges not only pay the monthly expenses, but also support our vision.

Seeking the Spirit ... our wonderful ministers and the staff.

Building Community and Changing the World ... Our many social justice task forces, the Hunger task force, Habitat, Just Peace, and Elder Focus task forces, just to name a few, certainly work to build the community and change the world. Think of all those folks who participated in the Climate Change march in New York City earlier this year or those that went to El Salvador to help build a house with Habitat for Humanity. The Building and Grounds committee (Molly O'Donnell, Dick Stumpner, and Rhonda Baird) work to help keep our building and grounds Green, often behind the scenes.

An internal audit was conducted by the Finance committee during calendar year 2014.

The Finance committee is contacting professional CPA companies to conduct an external audit in February 2015.

Ministerial Search Committee Process Kathleen Sideli and Board

John Summerlot has been very helpful in keeping the large timeline poster up to date.

This past summer, board members attended two workshops on ministerial transition.

In October, board members contacted six other congregations in transition to learn from their experiences; and held a retreat to plan the search process, facilitated by Rev. Wadkins.

In mid-November, the board met with Rev. Keith Kron, our Ministerial Search Representative, to obtain more input on the process.

Ministerial Search Committee (MSC) Formation Overview

January '15: More information will be made available via the Prologue, at search.uubloomington.org, and in a Town Hall meeting on January 25th after 2nd service.

February '15: The congregation will nominate trusted members for consideration as MSC members.

March - May '15: Board will analyze nominations, confirm nominee willingness to serve, and assemble slate for MSC.

June '15: Congregation will elect MSC.

Ministerial Search Committee job description is available at:
<http://search.uubloomington.org/home/msc>

The MSC will work for about a year.

Ministerial Search Committee Process

July '15: MSC retreat with Keith Kron, MSR.

Summer '15- Spring '16:

- Prepare packet describing UUCB.
- Select pre-candidates from applicants.
- Visit neutral pulpits to experience pre-candidates
- Select single candidate for congregation.
- Spring '16: Candidate visits UUCB for a week.
- Congregation votes on calling candidate.

Fall '16: New minister joins our Ministry Team.

According to the UUA, there are on average 50 ministerial searches a year.

Only about 6 of those are searches for a second minister.

MSCs are generally about 7 members. The UUA is recommending an MSC of 5.

David Keppel: Is there a way of making substitutes for search committee members that become unavailable during the search?

Kathleen Sideli: It would depend on what point the committee is at in the process.

Question from the congregation: What if the Candidate doesn't get 90% approval?

Kathleen Sideli: We start over. Some say you should totally redo the search. You could bring a second forth, if you had a clear second. You would get a second interim minister if the search would be redone.

Question from the congregation: I think it would be important to take out the word race.

Kathleen Sideli: We will take it under advisement.

Question from the congregation: What will the new minister's title be?

Kathleen Sideli: Because of lack of funds, we will not have two senior ministers. Assistant ministers are typically hired, instead of called. Associate minister would report to the senior minister. Rev. Macklin is now the senior minister. The senior minister works with the search committee, insuring that the senior minister approves of the candidate.

Traditional co-ministers leave together. It will not be a traditional co-minister. Must be a member of the church in order to be on the search committee.

Adjournment

Motion by Amy Taylor: to adjourn.

Seconded by John Summerlot.

Vote: approved unanimously.

The meeting adjourned at 5:50 pm.

Unitarian Universalist Church of Bloomington



Congregational Meeting

4 - 5:30pm

December 14th, 2014



Agenda

- **4:00 pm** Call to order, Introduction of Board Members (Kathleen Sideli)
- **4:10** Updates
 - Green Spaces Campaign Wrap-up
 - Stewardship
 - Planned Giving
 - Leadership Cultivation
 - Special Purpose Fund
- **4:30** Ministerial Team
- 4:40 Quorum Report
- 4:41 Motion: For board to approve congregational minutes at a future board meeting
- 4:42 Social Justice Grants Announcement
- **4:45 Board of Directors**
 - **Bylaw changes**
 - **Treasurer's Report**
 - **Ministerial Search Committee Process**
- 5:30 Motion to adjourn

Call to Order

By President Kathleen Sideli



Introduction of Parliamentarian
Jack King

Chalice Lighting
–Ministry Team



Kathleen Sideli

INTRODUCTION OF BOARD OF DIRECTORS AND RESPONSIBILITIES



Introduction of Board members

President: Kathleen Sideli

Vice President: Von Welch

Secretary: Ann LeDuc

Treasurer: Arzetta Hults-Losensky

At-large: Patrick Brantlinger
Doug Cauble
Deborah Hutton



Andrew Appel

GREEN SPACES CAMPAIGN WRAP-UP

Green Spaces Update



- Total amount pledged was \$817,236
 - 93% has been fulfilled, ~\$60,000 shortfall
 - The church members who have outstanding loans have been generous in dealing with this shortage, but we still need to try and complete the pledges.



Besides the repairs, updates and improvements, the following funds have been distributed:

Social Justice = \$33,271

Future Growth = \$12,164

Green Maintenance = \$40,427



Mary Boutain and Drew Schrader
STEWARDSHIP REPORT



Final pledge total: \$518,070

Looking ahead:

“Annual Pledge Campaign” PLUS

Thank you to all!



Libby Devoe and Clarke Miller

PLANNED GIVING

Legacy Circle



Anonymous (3)

Andrew and Charlotte Appel

Ruth Aydt and Von Welch

Patrick Brantlinger

Louray Cain

Barbara Carlson

Joan Caulton

Bob and Libby DeVoe

Delores Freiburger

Abby Gitlitz

Anne and Christopher Haynes

Harv and Connie Hegarty

Sandra Hernshaw

Lois and Richard Holl

Deborah Hutton

David Keppel

Harlan Lewis

Diane and Ted Lock

Paul Losensky and Arzetta Hults-Losensky

Clarke and Mary Brennan Miller

Harriet and Dick* Pfister

Diane and Robert Port

Peter Schwandt and Dixie Welch

Carol Shapiro

Kathleen Sideli

Janice Skinner

Melinda Swenson

Sharon Yarber

*Deceased



Allison Chopra

LEADERSHIP CULTIVATION COMMITTEE UPDATE



Chris Haynes

SPECIAL PURPOSE FUNDS REPORT



SPF Update

- Periodic investment review in process is more thorough than usual, with an independent paid advisor among others.
- Parameters of this review:
 - Social justice and environmental responsibility, including potential fossil fuel divestment
 - Return on investment
 - Risk
 - Operational considerations

SPF Update



- UUA's Common Endowment Fund is being evaluated as a divestment option
- A Town Hall meeting for congregational dialog on fossil fuel divestment early in 2015
 - Investment review information gathering completed first
 - Major divestment action, if any, anticipated soon after this meeting



MINISTRY TEAM



The
New Era
of
Unitarian
Universalism

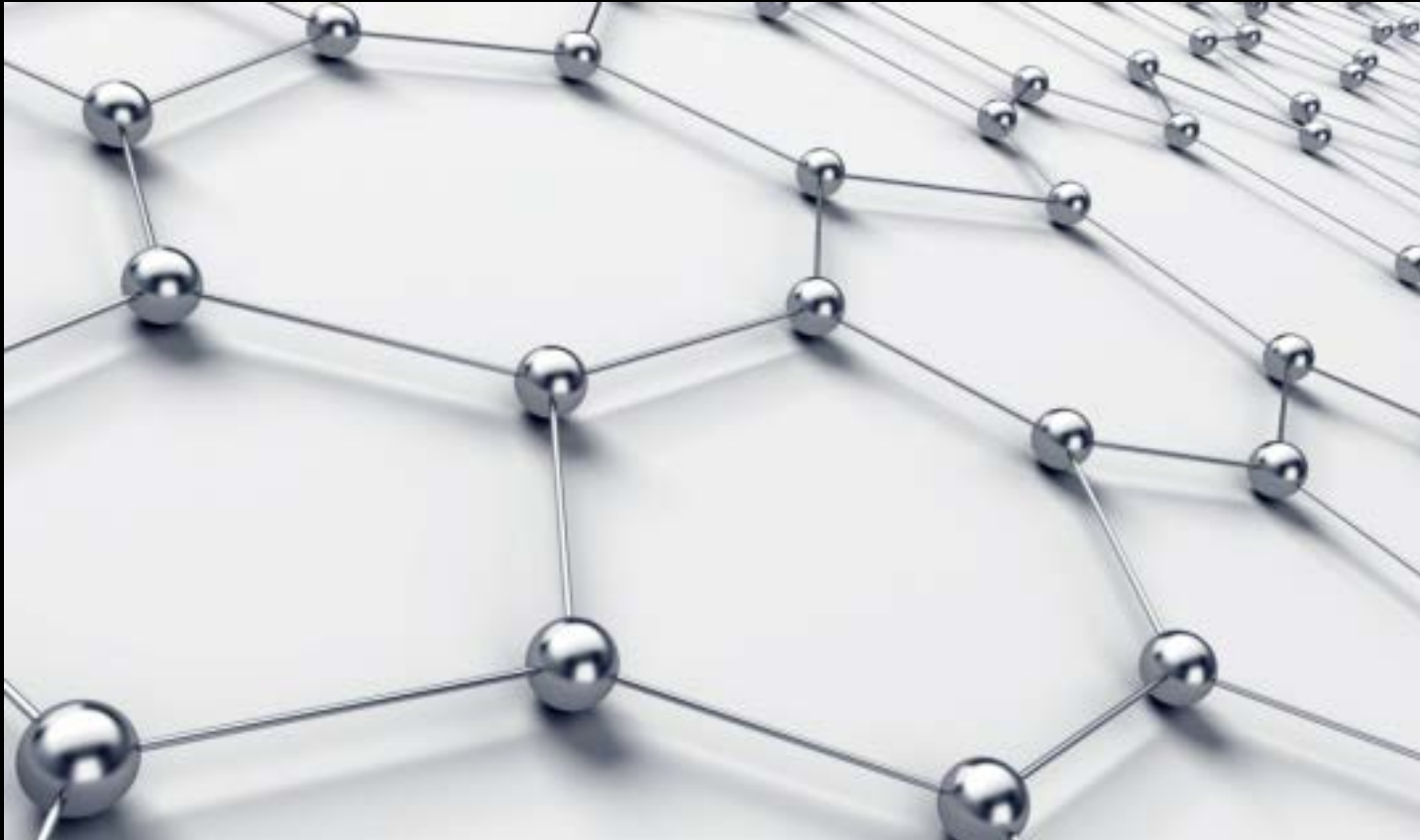
Regional Assembly

2015

April 17-19

<http://www.midamericauua.org/governance/business-meeting>

Multi-Site Learning Circles



UNITARIAN UNIVERSALIST MULTISITE

<http://uumultisite.weebly.com/>

Natalie Spriggs-Trobridge, Student Minister



Interim Ministry Focus Points



- Heritage
- Leadership
- Connections
- Mission
- Future



At-large directors

QUORUM REPORT



**MOTION: BOARD TO APPROVE
CONGREGATIONAL MINUTES AT
A FUTURE BOARD MEETING**



Millie Jackson

SOCIAL JUSTICE FUNDS COMMITTEE GRANTS

SJFC Grants



Reproductive Justice Snack Brigade:	\$400
Homelessness Task Force Interfaith Winter Shelter:	\$1675
Rainbow Rights Task Force PRISM Youth Project:	\$2500
Elder Focus Task Force Books/Course Project:	\$260
Habitat for Humanity Task Force Elderly/Disabled Housing Project:	\$500

SJFC: Anna Alexandrova-Beauchamp, Jana Anna, Millie Jackson, Steve Mascari and Ellen Tamura. Advisor: Jackie Hall



Von Welch and Board of Directors

PROPOSED BYLAW CHANGES

Proposed Bylaw Changes



- Motion from the Board.
- First announced in November Prologue.
- Printed version available.
- Represent a collection of unrelated changes to bring bylaws up-to-date and clean up procedural issues.
- Will present each in turn, ask for comment, and then vote.



Motion: New Section 2.4: Membership requirement for Board, SPF, LCC

- Currently we have no obvious requirement to be a member to serve on the Board of Directors, Special Purposes Fund Committee, or Leadership Cultivation Committee.
- Motion is to add a new section as follows:

2.4 Requirement for leadership positions.
Membership is required to serve on the Board of Directors, Special Purpose Fund Committee, and Leadership Cultivation Committee.



Motion: New Section 2.5: Requirement for Fiscal Management

- We currently have no requirement for management of funds or fiscal decision making. The subjective term “significant” is intentionally used to allow for appropriate interpretation in the future.

- Motion is to add a new section as follows:

2.5 Requirement for fiscal management.
Management of significant funds or the making of significant fiscal decisions shall be by authorized Members or Employees only.

Motion: Section 4.8: Budget Variations as Percentage of Line Item



- Budget variations used to be “10% or \$1,000, whichever is greater” and was amended to \$3,000 at 12-12-2010 congregational meeting. Our understanding is that this was done at the time as an increase. Since we now have line items in the budget that exceed \$100,000, \$3000 is once again a small amount. We propose making this a maximum of \$3,000 or 5%.



Motion to amend 4.8

- Motion is to add text to Section 4.8 as follows:

4.8 Budget. The budget is proposed by the Board and established by the Congregation at the annual Spring meeting, or at subsequent special congregational meeting prior to the start of the fiscal year. During the fiscal year total expenditures projected to exceed the budget by more than 5% must be approved by the Congregation. Congregational approval also is required for an expenditure in any budget line that is projected to exceed the budgeted amount by more than 5% or \$3000, whichever is greater. Any mid-year changes to the annual budget may be made at the Fall congregational meeting or at a special congregational meeting. In addition, Board approval is required for all overages on budget lines.

Motion: Clarification of Sections 7.1 and 7.2 Regarding Donations and the SPF



- Section 7.1 states “Unless otherwise required by the terms of a testamentary bequest or memorial contribution...” which seems to exclude other gifts (such as the one that has recently been made to the SPF). We propose changing this to be any “gift” for clarity. The clause regarding terms would exclude pledges and gifts with designations.
- The last sentence of 7.2 is unclear and seems to specify that the Church Board directs use of SPF funds, which contradicts other statements in 7.3. We propose removing this sentence.
- Additionally correct a typo in 7.2: “...may not be used...”



Motion (part 1)

7.1 Creation of the Fund. There shall be maintained a fund for religious, charitable, educational and civic purposes, which shall be known as the Special Purposes Fund of the Church. The fund is to be administered separately from the other financial affairs and property of the Church for the purposes and in the manner here provided.

Unless otherwise required by the terms of a ~~testamentary bequest or memorial contribution~~ gift whereby money or property has been received by the Church, the Board of Directors shall cause the care, management and allocation or expenditure of assets so received to vest in the elected committee members of the Special Purposes Fund (SPF).



Motion (part 2)

7.2 Purposes of the Fund. The Fund shall be used solely for the purposes here specified, as determined from time to time by the SPF Committee administering the Fund. Unless otherwise specified in a gift, the income and principal of the Fund may not be used to pay operating expenses of the Church, including interest on indebtedness of the Church, but may in the discretion of the SPF Committee be spent for capital assets, including the retirement of the principal of indebtedness incurred for new or existing assets, and for amenities and auxiliary purposes of the Church, including contributions for denominational, charitable, educational, and social service purposes outside of the Church. ~~Within these parameters, general or limited purpose contributions may be made, accepted, and used for purposes specified by the Church Board.~~

Motion: Section 7.4: Special Purpose Fund Committee Term Limit



- While Board members and Leadership Cultivation Committee members have limits on repeated terms, the Special Purpose Fund Committee has no limits currently. This change implements a two-term limit to cultivate fresh perspectives on the committee.
- Motion is to add text as follows:

7.4 Selection and Organization of the Committee. The members of the SPF Committee shall be five in number; three elected by the Members of the Church, one member of the Board of Directors of the Church elected by the Board, and the Treasurer of the Church. Thereafter one member of the committee shall be elected each year for a three-year term, with their terms overlapping. Members may not be elected to more than two consecutive three-year terms. Vacancies occurring during a term shall be filled by the Board of Directors of the Church for the remainder of the term. Each new Board shall elect the SPF Committee member to be chosen by it from among its members at its initial meeting.

Motion: Section 7.5: Update of SPF Record Keeping and Reporting



- Keeping minutes in the Church office is no longer standard procedure for the SPF Committee, they are kept electronically. We propose to not keep them in the Church office, but instead make them available on request.
- Currently the SPF Committee is required to only report annually. Current practice is for the SPF Committee to also report twice a year to the board (which is inline with the Board's monitoring policies), which seems like good practice and we propose to require this in the bylaws.

Section 7.5 Change: Some additional context



- As result of technology grant, we have a unified Google drive for Church committees.
 - Used by Board, SPF, LCC, SJFC, HfH, G&W, A/V.
- Each group has own folder, but UUCB is owner.
 - Maintains materials spanning turn over in committee personnel.
 - Replaces paper archives; materials available directly from committees by asking.



Motion to modify Section 7.5

7.5 Records of the Fund. The Committee shall keep accurate minutes of their meetings, ~~including a record of the summons and notice of each meeting. These minutes shall be kept in permanent form in the office of the Church which will be made available to any member of the Church on request.~~ The Committee shall also prepare a permanent record of contributions and any tribute or memorial designations by donors, for preservation in the Church office. They shall render reports of income, expenditures, and assets of the Fund to the Church Corporation not less often than at each Spring Annual Meeting of the Church and to the Board of Directors at least twice per year.

Motion: Update of Index by Board Secretary



- The Index on pages 12-13 is out of date. Since the index isn't normative, rather than specify all the changes in detail, we propose to authorize the secretary of the board to update the index using their judgment.
- Motion: The Secretary of the Board is authorized to update the Index for the bylaws at their discretion.

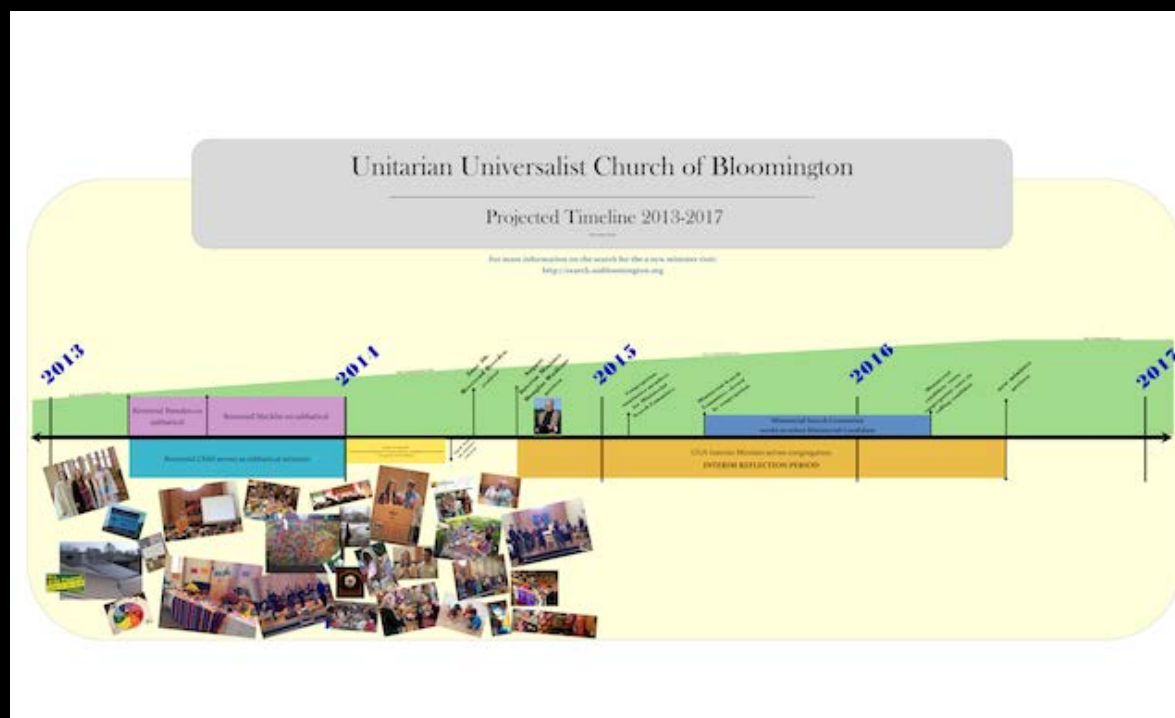


Arzetta Hults-Losensky

TREASURER'S REPORT

Revenue/Expenses FY 2014-2015





Kathleen Sideli and Board of Directors

MINISTERIAL SEARCH

COMMITTEE PROCESS



Steps to date...

- Summer '14: Board members attended two workshops on ministerial transition.
- Fall '14:
 - Board contacted six other congregations in transition to learn from their experiences.
 - Retreat to plan search process facilitated by Rev. Wadkins.
 - Met with Rev. Keith Kron, our Ministerial Search Representative, to obtain more input on process.

Ministerial Search Committee (MSC) Formation Overview



- January '15: More information in Prologue, at search.uubloomington.org, and in Town Hall on January 25th after 2nd service.
- February '15: Congregation nominates trusted members to Board for consideration as MSC members.
- March - May'15: Board analyzes nominations, confirms nominee willingness to serve, and assembles slate for MSC.
- June '15: Congregation elects MSC.



MSC As A Whole

- Should be balanced by gender, age, interests, and tenure of membership to reflect the diversity of the congregation.
- Major areas of church life such as religious education, social action, property management, finance, and music should be represented by participants.
- Should also be balanced in terms of attributes such as organizational ability, broad theological awareness and computer skills.



MSC Members

- A member of the UUCB congregation
- Known, trusted and respected by others in the congregation
- More strongly committed to the congregation as a whole than to any subgroup
- Willing to conduct a search that is fair and nondiscriminatory with respect to race, color, disability, gender, sexual orientation, age, and national origin
- Committed to maintain confidentiality and to seek consensus
- Capable of both self-assertion and compromise

MSC Members (2)



- Search Committee members are responsible for conducting a search and recommending to the congregation a candidate for settled ministry.
- Approximately four hundred hour commitment, including overnight travel.
 - Should forgo all other church committees and leadership responsibilities during the search.
- Full MSC job description:
<http://search.uubloomington.org/home/msc>

Ministerial Search Committee Process



- July '15: Retreat with Keith Kron, MSR.
- Summer '15- Spring '16:
 - Prepare packet describing UUCB.
 - Select pre-candidates from applicants.
 - Visit neutral pulpits to experience pre-candidates preach.
 - Select single candidate for congregation.
- Spring '16: Candidate visits UUCB for a week. Congregation votes on calling candidate.
- Fall '16: New minister joins our Ministry Team.



MOTION TO ADJOURN

Unitarian Universalist Church of Bloomington

Projected Timeline 2013-2017

(November 2014)

For more information on the search for the a new minister visit:
<http://search.uubloomington.org>

