

Unitarian Universalist Church of Bloomington, Indiana
Seeking the Spirit, Building Community, Changing the World



Board Minutes
November 20, 2024

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Board members attending in person: Regina DiLavore, Bill Lonnerberg, Jane McLeod, Linda Pickle, Pam MacLaughlin, Reverend Susan Frederick-Gray, Mary Craig

Board members attending via Zoom: Steve Mascari

Guests attending via Zoom: Holly Fields, CPA, Blue & Co, LLC

Submitted by: Regina DiLavore, Secretary

Attached Documents:

- A. October 2024 Fiscal Dashboard and Statement of Cash Flows
- B. Lead Minister's Report

I. Call to Order and Chalice Lighting

President Jane McLeod called the meeting to order at 7:00 pm. The chalice was lit, and a quorum was in attendance.

II. Check-in

III. Approval of the Board Minutes

There were no further comments on the October 2024 Board Meeting minutes. The minutes stand approved.

IV. Reports

A. President's Report

President Jane McLeod provided the President's Report. President McLeod announced that she has been attending monthly regional UUA meetings to learn about event procedures and protocols, as well as strategies for developing congregational leadership. She also noted that the UUA website has a variety of good training options available.

President Jane McLeod also led a discussion around the schedule for Board Representative openings and open slots for Perspectives articles to be written.

B. Treasurer's Report

Bill Lonnerberg, Treasurer, discussed the Fiscal Dashboard and Statement of Cash Flows. He noted that income is exceeding expenses since pledge income is slightly ahead of budget. Plate income is slightly down; however, this may be due to the extra donation to the hurricane disaster funds. He also noted that the current asset liability ratio is slightly lower than last year. A question arose regarding the accuracy of the Plate income line, as reported in the fiscal dashboard report. There was some thought that the 25% plate recipient amounts were being subtracted from the income line, making the income amount artificially low. Bill Lonnerberg agreed to investigate.

The October 2024 Fiscal Dashboard and Statement of Cash Flows are provided in Attachment A.

Bill Lonnerberg, Treasurer, also announced that Sandy Churchill has stepped down from the Finance Committee, leaving the committee with two members, Ruth Sanders and Kathy Gilbert, beside Bill Lonnerberg. He has had discussions with a few individuals regarding joining the Finance Committee.

Bill Lonnerberg, Treasurer, also announced that UUCB has received quotes to replace specific windows as part of the five-year capital plan. The projected cost

of the current five-year capital plan is \$75,000, plus the cost of new sliding glass doors for the sanctuary.

Bill Lonnerberg, Treasurer, Reverend Susan Frederick-Gray, and Amanda Waye, Director of Administration will meet on November 21, 2024, to discuss potential budget changes for the second half of the fiscal year.

C. Lead Minister's Report

Reverend Susan Frederick-Gray reported that the Welcoming Group needs support along with the safety team and parking volunteers to support the church's growth. She also reported that she has started a pastoral conversation group and noted the potential need for a support group for Trans and nonbinary and queer youth.

Reverend Susan Frederick-Gray and President Jane McLeod led a discussion about the potential of adding a second minister in the future since the congregation is growing larger very quickly.

Reverend Susan Frederick-Gray led a discussion about potentially transitioning from a single Sunday service to two separate services. The staff has voiced support for expanding UUCB's worship offerings to include two Sunday services. Additionally, the purchase of limited mobility parking signs was also discussed.

The full Lead Minister's report is provided in Attachment B.

V. Unfinished Business

A. Belcher Property

The potential purchase of the Belcher property has been previously discussed with congregants at the October 30, 2024, meeting and again during the Board Cookies and Conversation on November 17, 2024. Due to the many concerns surrounding the potential purchase of the Belcher property, the Board has concluded that purchasing the Belcher property is not in the best interest of the Congregation. Guy Loftman recently reported that Indiana University is planning to purchase the property for \$2.25M and not build anytime soon.

The Board discussed how the Belcher property matter led the Board and Congregation to contemplate how to expand and grow. The Board discussed moving forward with finalizing the sanitary sewer easement; the process will incur survey expenses.

The Board wishes to thank Guy Loftman, Dick Stumpner, Beth Henkel, and Tim Ballard for their advice regarding this matter.

The Board discussed forming a committee in the near future to assess and strategize growth within the current space. The transition to two services requires immediate attention but, because we have offered two services in the past, may not require the appointment of a committee. Additionally, the Board

explored the potential long-term purchase of sorority-owned land, which could accommodate approximately 30 parking spaces.

B. Right Relations Committee (RRC)

Vice President Linda Pickle led a discussion around the history of the RRC. A task force composed of Rich Slabach, Libby DeVoe, Carol McCord, and Scott Sanders will review the RRC covenant in light of the new UU values among other charges, including: helping identify members of a 3-5 member Board committee; providing guidance to effectively fulfill its responsibilities; determining the purposes of the committee in helping to resolve conflicts. The current task force will be invited to report at the March Board meeting.

C. Start-Up Weekend

President Jane McLeod, Vice President Linda Pickle and Reverend Susan Frederick-Gray led a discussion reviewing the start-up weekend schedule and logistics.

D. Cookies and Conversation

The Board discussed the topics brought up during the Cookies and Conversation event on November 17, 2024.

VI. New Business

A. Approve New Member of Finance Committee

The Board voted to approve a new member of the Finance Committee, Beth Henkel.

B. December Congregational Meeting

President Jane McLeod led a discussion of the agenda items for the December congregational meeting.

C. Audit Report

Holly Fields, CPA reviewed the high-level findings of the audit report and draft management letter from Blue & Co, LLC.

VII. Feedback from Congregants

No feedback was received for this Board meeting.

VIII. Executive Session

The Board entered executive session from 8:42 pm to 8:49 and then again from 9:03 to 9:04 to accommodate Holly Fields' schedule.

IX. Adjournment

The meeting was adjourned at approximately 9:04 p.m.

Attachment A



Unitarian Universalist Church of Bloomington, Indiana

Fiscal Oversight Dashboard Fiscal Year to date - 7/1/2024 to 11/30/2024

Trend Analysis – Current Operating Budget

Through 11/30	FY24-25 TD Actual	FY24-25 TD Budget*	FY23-24 TD Actual	FY22-23 TD Actual	FY21-22 TD Actual
Total Income	355,033	321,821	286,107	353,701	350,909
Total Expenses	288,771	321,821	292,431	263,690	285,155
Surplus (Deficit)	66,262	0	(6,324)	90,011	65,754

Pledges / Plate

Through 11/30	FY24-25 TD Actual	FY24-25 TD Budget*	FY23-24 TD Actual	FY22-23 TD Actual	FY21-22 TD Actual
Pledges	325,694	285,041	269,308	330,049	326,267
Plate	10,418	10,479	10,332	10,109	13,568
Total	336,112	295,521	279,639	340,158	339,835

Assets, Liabilities, Current Ratio

As of 11/30	FY24-25	FY23-24
Current Assets	178,865	97,805
Current Liabilities	197,620	114,889
Current Ratio†‡	0.91	0.85

Notes

*FY Budget × 42% (% of FY days through 11/30)

†Current Ratio = Current Assets ÷ Current Liabilities

‡Starting in September 2024, the Current Assets include the Old National SPF checking account

UU Church of Bloomington, Indiana, Inc.
Budget vs. Actuals: FY_2024_2025 - FY25 P&L
 July - November, 2024

	Actual	Budget	Total over Budget	% of Budget
Income				
2024 Pledges, Committed				
Auction	-675.79	10,000.00	-10,675.79	-6.76%
Bazaar		12,000.00	-12,000.00	0.00%
Facilities Use Fees	1,691.59	3,400.00	-1,708.41	49.75%
FY 24-25 Pledges, Committed	313,577.25	630,000.00	-316,422.75	49.77%
FY 24-25 Pledges, New	359.70	15,000.00	-14,640.30	2.40%
Lifespan RE Income	1,016.17		1,016.17	
Miscellaneous	16,888.75	10,000.00	6,888.75	168.89%
Operational Reserve		27,342.29	-27,342.29	0.00%
Prior Year Pledges	11,757.18	35,000.00	-23,242.82	33.59%
Sunday Plate Offering	10,417.69	25,000.00	-14,582.31	41.67%
Total Income	\$ 355,032.54	\$ 767,742.29	-\$ 412,709.75	46.24%
Gross Profit	\$ 355,032.54	\$ 767,742.29	-\$ 412,709.75	46.24%
Expenses				
COMMITTEES				
Board		250.00	-250.00	0.00%
Caring	90.98	200.00	-109.02	45.49%
Celebrations	-30.00	400.00	-430.00	-7.50%
Chalice Circles	222.40	100.00	122.40	222.40%
Earth Kin		150.00	-150.00	0.00%
Hospitality	667.10	3,000.00	-2,332.90	22.24%
Leadership Cultivation		500.00	-500.00	0.00%
Planned Giving		400.00	-400.00	0.00%
Social Justice			0.00	
Monroe Co United Min Contrib		200.00	-200.00	0.00%
Total Social Justice	\$ 0.00	\$ 200.00	-\$ 200.00	0.00%
Stewardship	100.00	1,500.00	-1,400.00	6.67%
Welcoming Committee		300.00	-300.00	0.00%
Total COMMITTEES	\$ 1,050.48	\$ 7,000.00	-\$ 5,949.52	15.01%
DENOMINATIONAL				
Annual Program Fund UUA	6,266.25	25,065.35	-18,799.10	25.00%
MidAmerica Annual Mtg Delegates		1,000.00	-1,000.00	0.00%
UUA Conference Support		2,500.00	-2,500.00	0.00%
Total DENOMINATIONAL	\$ 6,266.25	\$ 28,565.35	-\$ 22,299.10	21.94%
MINISTRY (A)-INTERIM MINISTER				
Benefits				
Dental	90.00	90.00	0.00	100.00%

UU Church of Bloomington, Indiana, Inc.
Budget vs. Actuals: FY_2024_2025 - FY25 P&L
July - November, 2024

	Actual	Budget	Total over Budget	% of Budget
Life Insurance	24.50	42.00	-17.50	58.33%
LTD Insurance	108.33	108.33	0.00	100.00%
Medical Insurance	1,597.30	1,597.32	-0.02	100.00%
Professional Expenses	500.00	833.33	-333.33	60.00%
Retirement Plan	1,666.66	833.33	833.33	200.00%
Total Benefits	\$ 3,986.79	\$ 3,504.31	\$ 482.48	113.77%
Compensation				
Housing Allowance	2,550.26	2,666.11	-115.85	95.65%
Payment in Lieu of FICA	649.00	649.00	0.00	100.00%
Salary	5,783.08	4,944.23	838.85	116.97%
Total Compensation	\$ 8,982.34	\$ 8,259.34	\$ 723.00	108.75%
Total MINISTRY (A)-INTERIM MINISTER	\$ 12,969.13	\$ 11,763.65	\$ 1,205.48	110.25%
MINISTRY (A)-SENIOR MINISTER				
Benefits				
Dental	416.00	1,012.00	-596.00	41.11%
Life Insurance	292.00	908.60	-616.60	32.14%
LTD Insurance	511.32	1,406.17	-894.85	36.36%
Medical Insurance	4,650.80	9,449.51	-4,798.71	49.22%
Professional Expenses	1,339.87	10,816.67	-9,476.80	12.39%
Retirement Plan	2,949.99	10,816.64	-7,866.65	27.27%
Total Benefits	\$ 10,159.98	\$ 34,409.59	-\$ 24,249.61	29.53%
Compensation				
Housing Allowance	19,242.88	52,917.92	-33,675.04	36.36%
Payment in Lieu of FICA	3,009.04	8,274.74	-5,265.70	36.36%
Relocation / Moving Expenses	15,151.58	20,250.00	-5,098.42	74.82%
Salary Senior Minister	22,985.81	55,248.75	-32,262.94	41.60%
Total Compensation	\$ 60,389.31	\$ 136,691.41	-\$ 76,302.10	44.18%
Total MINISTRY (A)-SENIOR MINISTER	\$ 70,549.29	\$ 171,101.00	-\$ 100,551.71	41.23%
MINISTRY (D)-OTHER				
Chalice Circle Consultant	2,970.00	7,000.00	-4,030.00	42.43%
Community Min-Prof Expenses		1,000.00	-1,000.00	0.00%
Pulpit Guests	1,265.00	5,000.00	-3,735.00	25.30%
Search Fund Reserve*	833.35	2,000.00	-1,166.65	41.67%
Staff Appreciation		400.00	-400.00	0.00%
Total MINISTRY (D)-OTHER	\$ 5,068.35	\$ 15,400.00	-\$ 10,331.65	32.91%
MUSIC				
Music Director	11,869.00	28,490.00	-16,621.00	41.66%
Music Honorarium		1,000.00	-1,000.00	0.00%

UU Church of Bloomington, Indiana, Inc.
Budget vs. Actuals: FY_2024_2025 - FY25 P&L
July - November, 2024

	Actual	Budget	Total over Budget	% of Budget
Pianist	3,200.00	9,000.00	-5,800.00	35.56%
Piano Maintenance		300.00	-300.00	0.00%
Program/Spec Events/Substitutes	775.94	5,000.00	-4,224.06	15.52%
Taxes-payroll	706.25	2,077.00	-1,370.75	34.00%
Total MUSIC	\$ 16,551.19	\$ 45,867.00	-\$ 29,315.81	36.09%
OFFICE				
2024 Audit	2,000.00	2,000.00	0.00	100.00%
Accounting Services	2,750.00	6,900.00	-4,150.00	39.86%
Admin (A) Benefits			0.00	
Admin Dental Ins	450.00	1,080.00	-630.00	41.67%
Admin Health Ins	3,738.04	6,327.48	-2,589.44	59.08%
Admin Life Insur	178.50	445.16	-266.66	40.10%
Admin LTD	276.25	690.62	-414.37	40.00%
Admin Prof Expenses	501.64	5,300.00	-4,798.36	9.46%
Admin Retirement Plan	2,193.00	5,304.44	-3,111.44	41.34%
Total Admin (A) Benefits	\$ 7,337.43	\$ 19,147.70	-\$ 11,810.27	38.32%
Admin (A) Compensation				
Admin Salary	22,100.00	52,670.00	-30,570.00	41.96%
Admin Taxes-Payroll	1,591.26	4,029.26	-2,438.00	39.49%
Total Admin (A) Compensation	\$ 23,691.26	\$ 56,699.26	-\$ 33,008.00	41.78%
Auditor Reserve*	833.35	2,000.00	-1,166.65	41.67%
Communications Coordinator	10,568.05	25,742.08	-15,174.03	41.05%
Connections Coord Prof Exp	337.07	3,500.00	-3,162.93	9.63%
Connections Coord Retirement PI	1,444.77	3,494.40	-2,049.63	41.35%
Connections Coordinator Salary	14,560.00	34,944.00	-20,384.00	41.67%
Database Maintenance		2,000.00	-2,000.00	0.00%
Legal Fees Reserve*	333.35	800.00	-466.65	41.67%
Office Expenses	8,772.15	27,825.00	-19,052.85	31.53%
Other Payroll Taxes	3,386.79	8,103.00	-4,716.21	41.80%
Staff Development		600.00	-600.00	0.00%
Technology Coordinator				
Dental	300.00	720.00	-420.00	41.67%
Medical Insurance	1,933.85	4,641.75	-2,707.90	41.66%
Tech Coord Life Insur	152.90	381.64	-228.74	40.06%
Tech Coord LTD	236.60	590.65	-354.05	40.06%
Tech Coord Prof Exp	686.13	4,400.00	-3,713.87	15.59%
Tech Coord Retirement	1,878.24	4,542.21	-2,663.97	41.35%
Tech Coord Salary	18,928.00	44,350.00	-25,422.00	42.68%

UU Church of Bloomington, Indiana, Inc.
Budget vs. Actuals: FY_2024_2025 - FY25 P&L
July - November, 2024

	Actual	Budget	Total over Budget	% of Budget
Tech Substitute	310.00	3,000.00	-2,690.00	10.33%
Total Technology Coordinator	\$ 24,425.72	\$ 62,626.25	-\$ 38,200.53	39.00%
Worship Supplies/Expenses		700.00	-700.00	0.00%
Total OFFICE	\$ 100,439.94	\$ 257,081.69	-\$ 156,641.75	39.07%
PLANT				
Building Maintenance	8,505.67	20,000.00	-11,494.33	42.53%
Carpet Cleaning		1,500.00	-1,500.00	0.00%
Cleaning Services	7,148.63	17,940.00	-10,791.37	39.85%
Custodian Payroll Tax	263.38	1,372.41	-1,109.03	19.19%
Custodian Substitute Wages	0.00		0.00	
Custodian Wages	0.00		0.00	
Grounds	2,160.00	5,900.00	-3,740.00	36.61%
Housekeeping Supplies	1,290.07	3,200.00	-1,909.93	40.31%
Insurance	-1,519.00	12,000.00	-13,519.00	-12.66%
Long Term Maintenance Rsrv*	6,041.65	14,500.00	-8,458.35	41.67%
Sexton	3,442.50	11,700.00	-8,257.50	29.42%
Snow Removal Reserve*	833.35	2,000.00	-1,166.65	41.67%
Technology Reserve*	500.00	1,200.00	-700.00	41.67%
Utilities	6,038.81	14,000.00	-7,961.19	43.13%
Total PLANT	\$ 34,705.06	\$ 105,312.41	-\$ 70,607.35	32.95%
RELIGIOUS EDUCATION				
DRE Benefits				
DRE Dental	450.00	720.00	-270.00	62.50%
DRE Life Insur		861.12	-861.12	0.00%
DRE LTD		717.60	-717.60	0.00%
DRE Medical Ins	2,641.60	8,164.13	-5,522.53	32.36%
DRE Professional Expenses	733.11	6,000.00	-5,266.89	12.22%
DRE Retirement Plan	2,520.87	6,255.08	-3,734.21	40.30%
Total DRE Benefits	\$ 6,345.58	\$ 22,717.93	-\$ 16,372.35	27.93%
DRE Compensation				
DRE Salary	26,062.90	60,381.26	-34,318.36	43.16%
Total DRE Compensation	\$ 26,062.90	\$ 60,381.26	-\$ 34,318.36	43.16%
DRE Taxes-payroll	271.29		271.29	
Lifespan RE	2,436.36	8,000.00	-5,563.64	30.45%
RE Adult Religious Education		500.00	-500.00	0.00%
RE Library		700.00	-700.00	0.00%
RE Payroll Taxes	1,972.63	6,052.00	-4,079.37	32.59%
RE Program Staff	4,082.25	27,300.00	-23,217.75	14.95%

UU Church of Bloomington, Indiana, Inc.
Budget vs. Actuals: FY_2024_2025 - FY25 P&L
 July - November, 2024

	Actual	Budget	Total over Budget	% of Budget
Total RELIGIOUS EDUCATION	\$ 41,171.01	\$ 125,651.19	-\$ 84,480.18	32.77%
Total Expenses	\$ 288,770.70	\$ 767,742.29	-\$ 478,971.59	37.61%
Net Operating Income	\$ 66,261.84	\$ 0.00	\$ 66,261.84	
Other Income				
Investment Income	39,803.96		39,803.96	
SPF Income	21,840.00		21,840.00	
Total Other Income	\$ 61,643.96	\$ 0.00	\$ 61,643.96	
Other Expenses				
SPF Expense	13,769.00		13,769.00	
Total Other Expenses	\$ 13,769.00	\$ 0.00	\$ 13,769.00	
Net Other Income	\$ 47,874.96	\$ 0.00	\$ 47,874.96	
Net Income	\$ 114,136.80	\$ 0.00	\$ 114,136.80	

Monday, Dec 09, 2024 10:23:55 AM GMT-8 - Cash Basis

Attachment B

December 2024 Lead Minister report to the Board
Unitarian Universalist Church of Bloomington
Submitted by: Rev. Susan Frederick-Gray

General Reflections

I continue to be excited about our ministry together and things seem to be going well. I have a lot on my plate with the extra services for the holidays and beginning to prepare for the service installing me as your minister on Sunday, March 30th at 4pm. I was amazed by the Bazaar - I had to see it to believe how special it was! And I am grateful to the dozens and dozens of volunteers who made it possible and how much support Amanda Wayne and Jo Bowman gave to supporting the administrative and financial aspects of the event.

Calendar highlights

I will be away on vacation in St. Louis from December 25 - December 30th. The church office is closed from Dec 25 - Jan 1st and I will be taking that time off as well as long as emergencies do not change things. I did have to work over what I planned to be vacation to fill the pulpit for Bill Breeden, but still felt like I got some good rest and family time over the holiday.

Updates or Highlights from Ministry

Updates on Personnel and Safety: The Board monitoring schedule asks that the minister report on any updates to personnel and safety at the December meeting.

Personnel:

- 1) Jo Bowman's hours increased from 28 to 32 hours a week beginning Dec 1st.
- 2) The changes to FLSA starting Jan 1st have been stopped; however, we still had some minor issues to address for compliance with previous standards. These will be addressed by January 1st.

Safety:

- 1) We still have work to do to recruit more people for the Safety team. In the Two Services survey a number of people volunteered so we are culling through that data and Anabel and I will work with Matt Stonecipher to recruit and train volunteers
- 2) We are making a change to require people to register for programming offered on Zoom, or to request a link from leaders if they wish to observe a meeting (for example the Board meeting). This is to add a layer of protection against Zoom

bombing. We have not had an incident but the UUA sent a helpful reminder to review these practices for better safety and security.

- 3) The UU Institute, a training platform of the UUA, offers a [201 Course on Congregational Safety](#) that Stephanie Kimball, Anabel Watson and I are planning to take. We just found out about the course so I have not decided when and how we will take it (it is all pre-recorded content so you can do it whenever), but we are reviewing it and may see if others (lay leaders or staff) should be invited or take sections of it.

Two Services: Stephanie Kimball drafted the survey that went out to the congregation to get quick feedback and input on two services. We had 295 people respond which was amazing! Here are some summaries of information I will share at the Congregational meeting from the survey.

1. 75% respondents supportive of 2 services, with 44% rating it very highly.
2. Less than 25% were not much or not at all excited about the move
3. Comments - a lot of grief and recognition of what gets lost and the added work. Staff feel that too. We all feel a sense of loss and the added work load. And many feel the need to make room for all who are looking for a welcoming community like ours. Many in need of a place of refuge, solace and sanctuary.
4. A few respondents shared they can't come because there isn't accessible parking, one person shared how they have visited twice, but had tried to visit 3 other additional times but couldn't find parking and left. **Parking help needed now - don't park in lot unless necessary - reserve for those with mobility issues and for visitors/guests.**
5. Also some data to answer questions:
 1. Since September 1st our average attendance over 77% higher from last year. And, 30% of the Sundays have had over 97% higher attendance!
 2. Church growth consultants now say if your sanctuary is more than 80% full, it begins to feel too full for people and it is time to add a service. On average we have been at 82% capacity since Sept 1st.
 3. Adding chairs - we cannot do it. It is not safe. Egress is a huge issue.
 4. The number of kids has been growing too and we need an additional classroom and more teachers (even with staying with one service). We are hopeful room 110 can be used for RE now that things will be moved from that room into the new shed.

Cost for 4 months (Feb-May): \$8,500. Includes additional hours for hourly employees, but not changes to compensation for salary employees. For next year, to continue this would be closer to \$30,000 to account for the full year (with only one service mid-May - Mid Sept)

Shed Project is almost complete!! After months and months (since before I began as minister!) of work by Steve Krahnke, Dick Stumpner, and Devin McGuire, the shed project is almost complete! Soon, the church will look a bit better as things get organized into storage in the shed. Finally, I am passing on this note from Steve in case Board members get shed questions:

"If people ask questions...."

1. Yes, there will be a ramp that goes to the storage section.
 2. Yes, many, MANY people were consulted in the design.
 3. Yes, the shed was built off-site by a reputable company (Raber, if anyone cares),
 4. Yes, it is much bigger than the old sheds, and;
 5. Yes, it sits in basically the same footprint as the old shed.
 6. Yes, we will start moving items into the shed early next week.
 7. Yes, the project was largely the work of Dick Stumpner, Devin McGuire and myself with some supervisory (and chainsaw) assistance from Rev. Bill Breeden.
- and the most common question....
8. "Is that the way it's going to be?" The answer: "Yes."