

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



Board Minutes  
December 18, 2024

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

**Guests attending via Zoom:** None

**Submitted by:** Regina DiLavore, Secretary

**Attached Documents:**

- A. November 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 November 2024 Board Meeting minutes. The minutes stand approved.

## **IV. Reports**

### **A. President's Report**

President Jane McLeod reported that this year has been much busier than expected for the Board. She encouraged the Board to be intentional about checking in and connecting with each other and the congregants. President Jane McLeod also reported that all Board representative slots are full until April 2025, except for the 4 pm Christmas Eve service and that the February and April 2025 Perspective article slots are open.

### **B. Treasurer's Report**

Bill Lonnborg, Treasurer, discussed the Fiscal Dashboard and Statement of Cash Flows. He noted that the financial position of UUCB looks positive. President Jane McLeod and Reverend Susan Frederick-Gray complimented Bill Lonnborg, on the report provided at the December Congregational meeting. Bill then announced that the next big project will be developing the FY2025-2026 budget in February. Bill Lonnborg and Reverend Susan Frederick-Gray will meet to start developing the budget to bring to the Board. The budget will inform the goal for the pledge drive.

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

### **C. Lead Minister's Report**

Reverend Susan Frederick-Gray expressed her deep satisfaction with her current role at UUCB. She highlighted a key area of focus: enhancing church security and safety in response to increased attendance. This will involve:

- Improving Zoom security protocols to ensure online meetings services are conducted safely.
- Conducting security training for the safety team, the Board, and all church staff.

- Expanding the safety team through recruitment efforts.

Following this, Reverend Susan Frederick-Gray presented an overview of Sunday service attendance figures.

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

## **V. Unfinished Business**

### **A. Start-Up Weekend Planning**

President Jane McLeod informed the Board that registration and recruitment of volunteers for the upcoming event are currently underway.

Dedicated time, during the Board's slot on Saturday afternoon, has been reserved to delve deeper into recurring themes that have emerged throughout the startup weekend.

During the Board's meeting with the facilitators, key discussions are also expected to revolve around several critical areas. First and foremost, the Board will focus on developing a covenant with Reverend Susan Frederick-Gray. This covenant will serve as a formal agreement outlining mutual expectations and responsibilities, fostering a strong and collaborative relationship.

Secondly, the Board will discuss how to prioritize major tasks (e.g., defining UUCB's mission, vision, discussions of the possibility of choosing a new name that better reflects its identity and purpose).

Finally, the Board will engage in a crucial discussion on its own role and responsibilities within the church community. The objective is to clearly communicate the distinct functions of the Board to the congregation, ensuring a clear understanding of how the Board's role differs from that of the Lead Minister and other church staff.

### **B. Bylaw Revisions for June**

President Jane McLeod led a discussion about the expected Bylaw revisions to be completed by June 2025. Regardless of the outcome of the start-up weekend the following revisions should be addressed:

- Revise Bylaws so that the LCC is not described as a committee of the Board
- Reduce frequency of membership roll reviews
- Revise pledge waiver provision
- Add Board approval of Congregational meeting minutes
- Special Purposes Fund (SPF) revisions

The Board will review SPF sections in the Bylaws before the January meeting. President Jane McLeod noted that Bill Lonnberg, Treasurer is on the SPC committee and Steve is a Board liaison to the SPF committee.

Mary Craig, Board Member at Large and Regina DiLavore, Secretary, will bring proposed revisions (excluding SPF) to the March Board Meeting.

## **VI. New Business**

### **A. Bylaws clarification re budget approval**

President Jane McLeod and Bill Lonnerberg led a discussion regarding the budgetary increase approval process outlined in Section 5.8 of the Bylaws. This section mandates Board approval for any budget increase exceeding 10% within a specific area. Bill Lonnerberg sought clarification on what "area" refers to: whether this approval requirement applies to individual line items within the budget or to broader budget categories.

The upcoming FY2025-2026 budget will incorporate more precise definitions of budget areas. Additionally, some budget categories and areas will be adjusted to decrease the budget size of some areas and categories.

### **B. Moving to Two Services**

Reverend Susan Frederick-Gray led a discussion about moving from one Sunday service to two Sunday services to accommodate the rapidly growing attendance. President Jane McLeod moved to approve moving to two services on or after February 2, 2025, until mid-May. Vice President Linda Pickle seconded the motion, and the motion carried.

### **C. Process to Discuss Possible Name Changes**

President Jane McLeod facilitated a discussion on the process for formally exploring potential name changes for the church. The Board decided to finalize how to proceed with these discussions following the conclusion of the upcoming "start-up" weekend.

A possible approach includes conducting a congregational survey to gather feedback on a potential name change. The Board acknowledged the need for further research into the legal and logistical implications of a name change.

Recognizing the significant level of congregational support expressed during the December meeting, it was suggested that a dedicated working group be formed to guide this process. This group should consist of individuals deeply committed to the Unitarian Universalist Church of Bloomington (UUCB) and prioritize building consensus within the congregation throughout the exploration.

The Board also discussed the nomination process for members of a name change working group, with the decision to commence this process after the completion of the "start-up" weekend.

## **VII. Feedback from Congregants**

The Board discussed feedback regarding pledge policies and a recommendation for a new name. The Board also discussed concerns raised by some parents about children asking their parents to purchase sweet treats sold in Fellowship Hall following the service. These parents expressed a preference for moving sweets sales to a different location and/or limiting the availability of such treats that would require purchase.

## **VIII. Executive Session**

The Board entered executive session at 8:34.

## **IX. Adjournment**

The meeting was adjourned at approximately 8:56 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

## 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."