



Minutes

All Souls Indy -- Public Board Meeting

📅 Tue September 8th, 2020

🕒 7:00pm - 9:00pm EDT

📍 ASI

👤 In Attendance

Helen Dwyer, Patricia Fisher, Michael Middleton, Babette Miller, Joel Miller, Jean Miller, Tom Mulcahy, Diane O'Brien, Bob Rayhill, Cathy Tanner

I. **ASI Mission and Vision Statements**

Our Mission: To welcome all. To lead with love. To embrace hope. To cultivate community. To challenge assumptions. To face our biases and prejudices with clear eyes. To spark positive change within ourselves and in our communities. To act in ways that help move the arc of the universe toward justice. Our Vision: We will leverage love as a force for positive action.

II. **Welcome**

a. **Call to Order**

b. **Head Count**

Quorum and Voting. A majority of the all Trustees eligible to vote shall constitute a quorum for a meeting of the Board of Trustees. A majority of all Trustees eligible to vote, whether present or not, shall be required to approve a motion.

A quorum was present.

c. **Chalice Lighting and Reading**

Pat shared the reading

d. **Check-In**

III. **Guests:**

A place for guest attendance to be recorded in the minutes.

None

IV. Approval of Consent agenda

a. **Minutes from August Board meeting & Board Retreat**

Minutes attached

Jean moved and Diane seconded a motion to approve the consent agenda for both sets of Minutes. Motion passed.

b. **Staff reports**

Submitted via email

Jean had a point regarding one of the reports. There was a reference in the Membership Report regarding Board members use of Realm. Per Joel, Board members aren't able to access Realm as yet and there's much work to be done.

c. **Financial Reports**

The pledges are coming in, a little better than last year. We will not put in a application for PPP loan forgiveness since we don't know when they will begin accepting them. Mike is working with Teresa Quay and Tom Sibert on this.

V. Officer/Board/Standing Committee Reports

a. **Finance Committee**

Review financials; numbers document; PPP loan, planning for post-capital campaign

Rev. Joel would like to include the Personnel Committee with the Finance Committee in making decisions about resources for staffing, in the near future. There are immediate issues of cash flow which will have probably impact on staffing. The medium short term involves looking at the congregation's mission/vision and decisions for the coming 18 months. This will tie in to discussion about stewardship.

Rev. Joel anticipates this discussion of mission/vision will occur before end of Feb. 2021.

The next Finance Committee Meeting will be 9/21/20.

b. **Personnel Committee**

Babette Miller has been asked to serve and has accepted. Jean is willing to be on this committee, but will step back from the Finance Committee. Joel suggests that Babette, Jean and himself will present a third person for the Board to vote in October.

In the meantime, it's best to vote on the 2 members who have agreed to serve. **Pat moved and Cathy seconded a motion to appoint Jean and Babette to the Personnel Committee. Motion passed.**

VI. Special Committee Reports

a. **COVID-19 Task Force - Bill Cannon (not present)**

The Memorial Garden policy has been updated to allow 7 people and/or household pods to be present in the garden, wearing masks and socially distanced.

Rev. Joel and Jean recognized the hard work of the Task Force.

Babette had a question regarding HVAC. Joel spoke with Danny regarding air exchange and filtration. Danny doesn't know that we have enough knowledge to assess whether the church has adequate HVAC and controls for heating and cooling. Tom asked if anything is broken right now. Joel explained that there are 2 systems and the church only has half of its capacity. Repair will cost about \$1500. Joel and Danny are considering doing an upgrade to the thermostat at the same time. This will be discussed with the Finance Committee.

VII. **Minister's Report**

Rev. Joel has been doing some research around how we do Sunday services with technology. He will be increasing the bandwidth of the church's internet. He's going to try to offer his homily and blessing from the sanctuary this coming Sunday. The internet speed needs to be quadrupled in order to provide quality transmission. Joel and Shelley looked at bringing fiber into the church. Hopefully, the church will continue live streaming services even after the pandemic. This will require a different grade of internet. Joel and Greg would like to get a bid on this cost to offer the Board, possibly for approval within the next year or two.

Jean asked how the staff is doing. Rev. Joel reports they were anxious upon his arrival and he feels they're doing better. He recognizes that they are a good group of staff.

VIII. **Unfinished Business**

a. **Interim Planning - Next Steps**

1. **Start-up with Rev. Sharon Dittmar**

Sharon Dittmer is willing to come in to do a start-up for Joel.

A start-up has 2 functions: First function: Board, Council, key committees, come together to discuss the responsibilities of the interim minister and other congregant groups. Second function: an opportunity to ask congregants to reflect on the church's story and plans for the future.

This is usually done on a Saturday. Sharon is suggesting it be done on 3 Wednesdays, keeping each relatively short.

2. **Linking stewardship to vision/mission - UUA consultant**

Sharon recommended a consulting firm to work with us on linking stewardship to vision/mission. They would probably cost about \$3000.

There was discussion about the recommendation. We have a mission/vision developed within the past 1-2 years. Joel recommends that the congregation be involved in a discussion about this, so there is awareness and buy-in.

Mike feels we can put the PPE money in the operating reserve and the \$3000 could be pulled from it.

Joel will proceed to talk with Sharon further about the consultant.

b. **Review & Approval of Board Goals for 2020-2021**

Jean, Tom and Joel have this and categorized Board Goals into Operational Goals and Aspirational Goals.

Tom moved we adopt the Operational Goals as written. Diane seconded.

Motion passed.

Diane suggested there be an addition to the Aspirational Goals to reflect evaluation of how we function regarding environmental sustainability. Diane will talk with the Earth Care Team about how this could be worded.

Cathy moved and Diane seconded to approve the Aspirational Goals as written with the possible amendment noted above.

Discussion: Mike asked for clarification about the idea of an "anti-racism lens." Joel. There was discussion and Joel asked that the members trust he will provide further opportunity to discuss.

Motion passed.

c. **Board Policy Governance Update**

Jean suggested that the Governance Task Force meet and develop a process for finalizing the document. The Task Force will provide information to the Board. Matt Miller is available to provide history and respond to questions.

Jean has uploaded the 2011 Operating Procedures to Boardable, so it will be part of our history and reference.

The Board can make changes to the document after it's passed.

Joel suggests that if we need a consultant, we consult with Dan Hotchkiss.

Jean, Cathy, Bob and Joel have agreed to be the Governance Task Force. They will try to meet before the next Board Work Session, so it can be addressed at that time.

Jean suggests that Board Work Sessions be used to discuss the plan for Policy Governance.

d. **Boardable file organization - in process**

Jean and Pat have met to begin file organization in Boardable.

Jean shared a Google document which organizes documents under the headings of Public and Restricted. Board members can help by considering what needs to be included in the Restricted component.

IX. **New Business**

Mike asked about Realm since it was referenced in the Membership Report. Joel says it's premature to use Realm.

The Green Congregation application has been submitted, but not approved as yet.

There is some concern that some of the upgrades being required by COVID will not be consistent with the goals of the Earth Care Team, but it can't be helped.

The Earth Care Team wants to emphasize that the Settled Minister needs to be consistent with the goals of that team.

Tom asked Mike if it's possible to quantify the financial benefit of the solar panels, installed a few years ago. Mike wasn't able to answer, though he believes it's helping some. Tom asked Diane to ask the Earth Care Team if they can quantifiably determine whether the goals have been met, by adding those panels. Diane agreed and added that there are non-financial benefits to solar panels.

X. **Closing**

a. **Communication and follow-up needed**

b. **Board observer report**

c. **Review upcoming meeting dates**

Board Working Session: changed to Tues., Sept. 29, 2020, 7-8:30 pm

Board Meeting: Tues., Oct. 13, 2020, 7-9 pm

1. **September 27 Board Work Session - Time/Date Change??**

The session was changed to Tues., Sept. 29, 2020, 7pm.

XI. **Adjournment**

Tom moved and Jean seconded a motion to adjourn. Motion passed.

XII. **Executive Session**

a. **short session needed**

Executive Session was held. Minutes are in a separate, restricted document.

XIII. **Submitted by:**

Pat Fisher, Secretary, All Souls Board of Trustees