



Minutes

All Souls Indy -- Public Board Meeting

📅 Tue December 8th, 2020

🕒 7:00pm - 9:00pm EST

📍 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.

There was a quorum present.

c. **Chalice Lighting and Reading**

Pat shared a reading.

d. **Check-In**

III. **Guests:**

Judy Lumbert and Bruce Russell-Jayne

IV. **Approval of Consent agenda**

a. **Minutes from November meeting**

Board minutes attached.

Pat and Jean will do a refresher on where to find board materials just before the next Board Meeting.

Jean moved to approve the consent agenda and Pat seconded. Motion passed.

The Board Covenant and the Board goals for 2021 were approved prior to this meeting.

b. **Staff reports**

Attached in Boardable.

c. **Committee Reports**

v. **Officer/Board/Standing Committee Reports**

a. **Governance Task Force**

Jean thanked the Task Force for their work. (Jean, Bob, Cathy and Joel)

Jean reviewed the components of the Governance Policy Manual draft, with attention to the edits made recently by the Governance Task Force.

1. **Review proposed Governance Policy Manual changes**

The Policy Manual includes an overview of the Hotchiss model of governance. Some members felt the wording of the introduction could be improved.

There was some question about wording around the executive meeting. Jean will make that part of a Boardable discussion.

A template is being created for use by committees when developing charters.

The Personnel Committee will be doing work on a new Policy Manual.

There will be continued work on child protection policies which will include the congregation.

Board members were asked to review the material again prior to voting at the Board meeting in January 2021.

b. **Finance Committee**

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

Mike reported. Pledge payments are holding up well. The Capital Campaign will end in about 6 months and we're a little low. We expect about \$90,000 over the next 6 months.

We will be sending for the form to request PPP forgiveness.

A future budget (2021-2022) is being developed. A good estimate has us in the negative by \$45,000 within the next fiscal year. Mike advises that this is speculative.

Tom asked Mike's thoughts about what has contributed to anticipated negative. Per Mike, we had one large donor over the past 2 years. This isn't something we can expect each year. The other issue is our expectation for growth which would sustain staff salaries. This hasn't worked out as hoped.

Joel is in conversation with the Center for Congregations about a grant for this next fiscal year. He felt the last Finance Committee was very helpful.

Jean moved and Diane seconded to accept the Treasurer's Report. Motion passed.

c. **Personnel Committee**

Babette reported. The Personnel Committee has met 3 times. Virginia Snell has been added to that committee. **Jean moved and Babette seconded to approve Virginia Snell for the Personnel Committee. Motion passed.**

Realm is still being considered. It's valuable to the church, but needs lots of discussion.

The Committee recommends that we provide Christmas bonuses to staff and gift cards to our contracted folks. Funds can come from operating reserve or board projects, per Mike.

Jean suggested that this needs to be budgeted in the future.

This will be discussed further in Executive Session following this meeting.

1. **Staff appreciation**

Allison Zafaritos' last day will be December 13. During the Zoom service on that morning, congregants have been asked to hold up signs, thanking Allison for her work.

2. **Membership duty allocation**

The Membership Coordinator's responsibilities have been assigned to other staff, especially Nasreen. Annie Rayhill will be working with Nasreen.

VI. **Special Committee Reports**

a. **COVID-19 Task Force - approval of equipment purchase**

The COVID Task Force has provided an update, which is part of this month's Board Packet.

There was a request for about \$600 to cover air filtering improvement. This was, in effect, budgeted and doesn't require a vote. Jean will inform the Task Force that they can make the updates.

Tom asked Helen to explore with the Task Force the possibility of requesting proof of vaccination from those entering the church...when the time comes for that to be possible.

VII. **Minister's Report**

Joel reports there's nothing pressing or urgent at this point.

Tomorrow, an announcement will go out. It will be referred to as an "untangling conversation" related to the Chris Crass workshop that occurred over a year ago. The purpose is to allow for expression, not an effort to make conclusions about what happened. Joel describes it as a spiritual opportunity.

Soon, Joel will be promoting the Jubilee Weekend, which will be the weekend of MLK holiday. He has committed ASI to 15 participants, among others from other UU churches. It's not about theory, but about the experience of doing anti-racism work.

There is a cost to individuals, for the workshop and Joel is still discussing this with Paula Cole-Jones.

a. **Interim tasks**

Not discussed

b. **Anti-racism - next steps**

See above

1. **Jubilee workshop**

See above.

c. **Mission/Vision Conversation**

Not discussed.

VIII. **Unfinished Business**

Bruce Russell-Jayne, from the Net Zero Carbon Team, attended the meeting at Tom's request. That Team was formed by Board decision in Oct. 2019 and charged with developing a plan to reduce our carbon emissions, in accordanced with the Paris Agreement.

The Net Zero Carbon Team has proposed that the Board adopt a resolution. The resolution is aspirational with long-range goals for 2030 and 2050.

The Board has discussed the resolution and wants to consider it further before a vote to adopt it. A significant consideration is how to prioritize steps toward carbon emission reduction during complications of the current pandemic.

Bruce and other Team members are available to answer questions. Bruce expressed understanding of Board reservations about timing, but also noted that we can't predict when there will be a good time to adopt a resolution.

IX. **New Business**

a. **Congregational Meeting Agenda and Roles**

Speaking roles include Joel, Mike, Tom and Alison Cole.

Joel will have some brief staff reports. The main focus of the meeting is election of members to the Leadership and Nominating Committee.

Joel agreed to make sure there are staff available for the technical portion of the meeting.

b. **Stewardship Campaign**

1. **Need Chair(s) by early January**

Tom will talk with the Mays to see if they will take leadership again.

2. **Board member representatives**

Joel asked that we determine whether the Mays will assist and then determine a plan for what roles Board may be asked to play.

X. **Closing**

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

Prior to the next meeting, Jean and Pat will do a refresher on where to find items in Boardable.

Board members were asked to review the governance policy edits again prior to voting at the Board meeting in January 2021.

Jean will inform the COVID Task Force that they can make the requested improvements to the air filtering system.

At Tom's request, Helen will explore with the COVID Task Force the possibility of requesting proof of vaccination from those entering the church, when the time comes for that to be possible.

Joel agreed to make sure there are staff available for the technical portion of the Congregationl Meeting.

Tom will talk with the Mays to see if they will Co-Chair the Stewardship Campaign again.

b. **Board observer report**

Helen observed that check-in was a little rambunctious.

She didn't notice any interruptions. Things went well.

c. **Review upcoming meeting dates**

The next Board Meeting will be Tues., Jan. 12, 2021.

Pat will be the Observer.

Cathy will be the Chalice Lighter and will offer inspiration.

1. **Dec 27 work session?**

The Work Session for Dec. 27 will be cancelled. There is no current agenda for that meeting.

XI. **Adjournment**

XII. **Executive Session**

The Board met in Executive Session without the minister present. Minutes for that meeting are filed in Boardable with access limited to elected Board Members.

a. **Staff appreciation**

Discussed above.

XIII. **Submitted by:**

Pat Fisher, Secretary, ASI Board of Trustees