



Minutes

All Souls Indy - Public Board Meeting

📅 Wed July 14th, 2021

🕒 7:00pm - 9:00pm EDT

👥 In Attendance

Jane Gosling

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**

The meeting was called to order at 7:00 pm.

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.

Trustees In attendance: Jean Miller, Babette Miller, Mike Middleton, Cathy Tanner, Teresa Quay, Virginia Snell, Helen Dwyer

Absent: Bob Rayhill, Jane Gosling, Rev. Joel Miller (due to vacations)

c. **Chalice Lighting and Reading**

d. **Check-In**

III. **Guests:**

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

Judy Lumbert

IV. **Officer Election - Treasurer**

Decision: Mike Middleton stepping down as Treasurer and from the Board. Teresa Quay will be taking on the role for the remainder of this church year. Mike will assist in transition.

Motion from Babette, seconded by Cathy: Motion to elect Teresa Quay as Board Treasurer for the 2021-22 church year. All approved.

V. **Approval of Consent agenda**

Decision: Motion from Virginia, seconded by Teresa: Motion to approve the consent agenda. All approved.

a. **Minutes**

Minutes attached

1. **June 15 Board meeting**
2. **June 29 Open Questions Development Meeting**

b. **Staff reports**

1. **Office Manager Report**
2. **DCCP Report**
3. **Communications and Programs Manager Report**

c. **Financial Reports**

1. **YTD Financials through June**
2. **Custodial Report through June**
3. **Quarterly Endowment Report**

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

a. **Finance Committee**

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

1. **Review YTD Financials**

Mike reported on the end of fiscal year budget and addressed differences including underspending on salaries, primarily due to Darryl Hockensmith leaving and using a hired janitorial service. Also, less paid on Grounds Maintenance because of savings on snow removal.

Reviewed "overpayment" of pledges. These amounts had previously been carried over toward future pledge amounts due during the next church year. Nancy Baney added \$13,000 to pledges received in 2020-21 budget to account for these overpayments that will not be carried over. These amounts primarily came from two significant pledge increases for the 2020-21 church year

2. **Review endowment report**

Our endowment currently has \$1,021,875 in it as of June 30.

VII. **Special Committee Reports**

VIII. **Minister's Report**

IX. **Unfinished Business**

a. **Open Questions - next steps**

Jean asked how often do we get input from congregation, and do we address both questions this year? Discussed the open questions being part of the Ministerial Search Committee congregational surveys, asking Rev Joel to discuss Open Questions from the pulpit, and models of congregational discussion including World Café model (moving from big group to small group consensus discussion), adult forums, home meetings, and Zoom access. Goal is by end of year to have input to inform next year's Vision of Ministry.

b. **Re-opening**

Preliminary results of re-opening survey: 105 people completed the survey. 102 of 105 of respondents reported as fully vaccinated, 94% likely to attend open services. After discussion, steps going forward would be to publish the survey results, create a reopening task group, get board approval for

plan. This plan would include phases of reopening and needs to address coffee hours, singing, and child safety. The Board will have an Executive Session with Rev. Joel on July 25 to discuss further.

c. **Forward-facing endowment discussion**

Jean reviewed the Endowment Policy created in 2016 and in the old version of the Church by-laws. Currently there is a 6% cap on the amount of endowment fund money that can be pulled out annually for budget use. The 2021-22 does include monies from the endowment fund. Discussed creating goals for the endowment fund including a dollar amount to reach (Mike said 1 - 3 times the amount of annual budget is recommended which would be a max of 1.4 million). Also discussed creating a "sinking fund" for capitol improvements and expenses, and a Building Fund.

The motion raised in May and June regarding the disbursement of a gift will continue to be tabled. The amount of the gift is such that it requires a board vote, and the donor requested that "it goes where the church needs it." The funds will remain in the operating reserve and not be spent until the board can gain some clarity on endowment (and other fund) goals and policies.

The Finance Committee will make recommendations to the Board regarding the Endowment Fund and the associated issues and goals.

X. **New Business**

a. **Board member committee assignments**

Jean reviewed list of current assignments. Virginia and Babette will remain on Personnel Committee. Teresa, as Treasurer, will serve on Finance Committee. Jean will ask recent outgoing board members if one would be interested to serve on Leadership and Nominations Committee.

b. **Board covenant approval**

Decision: Motion made by Virginia and seconded by Cathy to adopt the Board Covenant. All approved.

XI. **Closing**

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

Task: Discussed communication on new Governance process and working toward congregational understanding of this new process. Discussed reinstating monthly Board President letter, which had previously been included in monthly All Souls mailings. Discussed means of communication including e-mail of separate Board President letter and possible paper mailings discussing vision of Ministry.

b. **Review upcoming meeting dates**

1. **September board meeting date change?**

September 15 instead of September 8?

Task: Will change from September 8 to September 15 as long as that date works for absent members (Jean will check).

2. **August 21 retreat**

Board retreat location TBD

3. **Additional meeting in July to review re-opening survey results**

Meeting will be held July 25 from 7:00-9:00 pm

c. **Board observer report**

Board Meeting Observer

This is to be a *brief* look back at the meeting, and share observations about:

- Flow of meeting (Did we get bogged down? Was the Chair in control of the discussion?)
- Were all voices fairly heard? (Were speakers respectful of one another? N.B.: Disagreement is not equated with disrespect.)
- Was adequate and appropriate time and attention given to matters at-hand.
- Were board members "present"? (i.e. not distracted by side conversations and/or other matters, than the topics at-hand?)
- Was everyone able to see, hear, speak and otherwise participate in the meeting?

This is **NOT** meant to be personal commentary or editorial exposition on the substance of the business, discussions and/or speakers or those gathered.

The object of the exercise is to learn how we can conduct our public business together, in the spirit of our shared covenant.

Cathy Tanner served as board observer. All had the opportunity to share and had explanations provided.

XII. **Executive Session (if necessary)**

Not needed.

XIII. **Adjournment**

Meeting adjourned at 9:00 pm.

XIV. **Submitted by:**

Virginia Snell