





Minutes

All Souls Indy -- Public Board Meeting

 Tue June 15th, 2021

 7:00pm - 9:00pm EDT

 ASI

 **In Attendance**

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**

Jean Miller - 7:06 called 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.

Jean Miller, Babette Miller, Helen Dwyer, Mike Middleton, Bob Rayhill, Cathy Tanner, Teresa Quay, Virginia Snell, Jane Gosling, Rev. Joel Miller

c. **Chalice Lighting and Reading**

Jean: 2 readings on listening

d. **Check-In**

III. **Guests:**

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

Bill Cannon, Graeme Cannon, Judy Lumbert

IV. **Housekeeping**

Jean: felt unprepared due to first congregational meeting followed by first board meeting as Board President within 2 days of each other. In the future, items will be uploaded in Boardable the Friday before our next meeting.

a. **Board meeting prep/deadlines**

All Board Meeting packet items should be downloaded on the Friday before our next meeting.

b. **Need board observer**

Babette Miller agreed to be our observer.

V. **Approval of Consent agenda**

Helen Dywer moved to accept the Consent Agenda. Babette Miller seconded. The motion passed unanimously.

a. **Meeting Minutes**

Public board minutes attached. Executive Session minutes in Boardable documents.

1. **May 11 Board meeting**

2. **May 16 Congregational Meeting**

3. **June 13 Congregational Meeting**

4. **May 13 Executive Session Minutes (MSC Discussion)**

b. **Staff reports**

1. **Rev. Joel's report**

2. **Shelley's report**

3. **Nasreen's report**

c. **Committee Reports**

d. **Financial Reports**

1. **May 2021 Financial Reports**
2. **May 2021 Custodial Reports**

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

a. **Finance Committee**

Mike announced his retirement from being Treasurer. Jean and Alison Cole are looking for his replacement. Many on the board expressed their gratitude and appreciation for all Mike has done in his role as Treasurer for All Souls.

1. **Review YTD financials**

Fiscal year ends June 30. Nancy Baney will probably have the year end numbers by the July meeting.

b. **Personnel Committee**

We would like to add one more person to the Personnel Committee (someone not from the Board.) Babette Miller, Rev. Joel, and Virginia Snell are the current committee members.

1. **Approval of Job Descriptions: Tech Assistant & Task Assistant**

The Task Assistant salary could be taken out of building maintenance budget. Teresa Quay made a motion to approve the Task Assistant job description. Bob Rayhill seconded the motion. The motion passed. It was mentioned it would be great to advertise this position in the area neighborhood.

The Tech Assistant position job description was discussed. It was decided the wage range should be revised from \$18.00 to- \$18.00 - \$20.00. Teresa Quay made a motion to approve the job description, along with revising the wage range from \$18 to \$18-20. Cathy Tanner seconded the motion. Motion passed.

c. **Governance Committee**

1. **Working with governance consultant (Personnel, Committee Charters)**

We have prepaid 5 hours of consultancy with Roger Bertschausen from Unity Consulting that we haven't used. Will get clarity around personnel.

2. **Board Covenant**

Last December the board approved a Board Covenant. Jean would like us to have a new Board Covenant, which we will look at at our July meeting.

VII. **Special Committees**

a. **COVID TF -**

The COVID Task Force would like more congregational input. If someone has concerns, they want to know about it. Next meeting is next Monday. June 21, 6:00 pm

1. **Decision-making around gatherings**

2. **Congregational input process**

A survey is probably needed to get congregational input.

3. **Small group masking requirement when staff are present**

Rev. Joel requested this. He thinks it could now be removed.

VIII. **Minister's Report**

Paying a lot of attention to Covid and getting building ready for in person services. It's important that people (cong, staff, & minister) notify Shelley about schedules/meetings, to request space, etc.

a. **Interim tasks**

Tasks to do before Aug.

- Create Negotiating Team for search process: looks at compensation standards and board's goals for compensation for next settled minister and talks with MS candidate - one person from search team, one from board, and one at large member. Should be done by September. Share any recommendations with Jean after Monday's announcement of MSC.
- Policy Governance - Personnel policies - new minister will want to know what responsibilities they will have in supervising staff.

b. **Covenant TF creation**

c. **Approval of painting contract and plan**

There are 2 painting bids in. One online rep is good, one is outstanding. Rev. Joel needs a couple more days for someone else to look at them. Rev. Joel wants the Board to delegate permission to approve one of them to a task group, and asked one more member to join himself, Babette, and Shelley on this group. Teresa volunteered to serve on this group. Virginia moved to

delegate a Task Group of Rev. Joel, Teresa, Babette, and Shelley to approve a painting bid of up to \$30,000. Helen seconded the motion. The motion passed. (Each bidder could get started by end of July and work around Freedom School. One was \$23,000, one is \$26,000.) Need to assign a point person to oversee the painting project who will check in every day and who will know what should be getting done.

d. **Building and Grounds committee work (see attachment)**

Mike O'Rourke - has a spreadsheet for what they're working on.

e. **MSC next steps**

Will get the team plugged in to the UUA so they're getting trained.

IX. **Unfinished Business**

Last meeting - Mike made a motion to move Irene Baird insurance money - Cathy Tanner seconded it. Teresa asked if we could table it until July because she (and others) need more information about this before making a decision about it. It was agreed to table it until July and it will be put on the agenda.

a. **Board Retreat date**

August, in person. Goal: team building and goal setting. (over the year - to get everyone trained and on same page.) Date and location TBD.

b. **GA delegates update**

5 delegates have signed up.

X. **New Business**

XI. **Closing**

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

1. **Reader and board observer for July meeting**

Teresa Quay - chalice lighter/reader, Cathy Tanner - observer

b. **Board observer report**

Babette thought we did well. No one interrupted. Need to start on time. Need to continue to communicate with congregation regarding reopening.

c. **Review upcoming meeting dates**

June 29 - Session II with Sharon Dittmar.

1. **June 20 - Outdoor church service & MSC Installation!**

2. **June 20 - Open Question/Vision of Ministry Session II with Sharon Dittmar**
Correction - June 29 (7-9 pm)

3. **July 14 - Next Board meeting at new standing date - 2nd Wednesday of the month**

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

XIII. **Adjournment**

9:23 pm

XIV. **Submitted by:**

Jane Gosling - Board Secretary