



## Minutes

### All Souls Indy - Public Board Meeting

📅 Wed September 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 called the meeting to order at 7:02 pm after establishing a quorum was present.

##### 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.

6 Board members in attendance: Bob Rayhill, Jane Gosling, Virginia Snell, Jean Miller, Babette Miller, Teresa Quay. Staff in attendance: Rev. Joel Miller, Elizabeth Valencia

##### c. **Chalice Lighting and Reading**

Jane read "Community Means Strength" by Starhawk.

d. **Check-In**

III. **Guests:**

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

Judy Lumbert, Bill Cannon

IV. **Approval of Consent agenda**

**Decision:** Virginia made a motion to approve the Consent Agenda.  
Teresa Quay seconded the motion. The motion passed.

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

August 11 Board Meeting Minutes

August 21 Board Retreat (Executive Session) Minutes

b. **Staff reports**

September DCCP Report

September DCCP Supplemental Report

September Office Manager Report

September Communications Manager Report

September Minister Report

c. **Financial Reports**

September Comparison Treasurer's Report

September Custodial Funds Report

Past Endowment Funds Report

d. **MSC Report**

September MSC Report

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

a. **Finance Committee**

Review YTD financial reports

Teresa Quay presented. Property expenses: painting has been completed. Water/sewer is high: because we're watering all the new trees, even though it's not going into sewer. Administration: Finance service fees higher than normal - payroll services are \$300/month, but we're looking at quotes for new payroll services, hopefully in January since we didn't make the switch earlier in the year.

**1. Endowment Fund: Next Steps**

The finance committee is meeting with 3 different firms to interview for overseeing our endowment fund. Only 3 bequests have been larger than \$40,000 since the inception of the endowment, which is the threshold of the board needing to decide how it will be invested. Planned Giving Committee work has been inactive since 2016. John Murphy has agreed to re-engage with it. The Finance Committee will put together a proposal (a formula for how gifts will be decided by the board), for the board to consider at a future meeting. Bob added that building expenses are always a part of large money discussions. Joel: the board should be advised of every bequest received, and issue a note of gratitude to the party sending it, and should make it public, whether keeping the donor's identity known or not, depending on their wishes.

**b. Governance Committee**

**1. Review board goals, action items, and timeline**

**c. Personnel Committee**

Babette and Virginia are working on a list of tasks that need to be done by our custodian.

**d. Open Question Task Group - next steps**

Virginia, Rex and Jane: haven't met yet. Will need to do this work in Nov - March. Will meet before next board meeting.

**VI. Special Committee Reports**

**VII. Minister's Report**

**a. Headstart Rental**

We're within a day of signing the contract! Joel shared the contract specifically regarding use of the kitchen, and showed Exhibit A, the floorplan of the building showing what they will be renting, and the parking area they will require. Based on Sarah's report about moving all of RE to the upstairs rooms, Virginia was curious about how many kids are in RE right

now, and about storage issues. A side question about how many are attending zoom and in person service was raised and asked if we could get that information on a monthly basis.

b. **Covid Safety Update**

The goal of the policies were to offer high level guidance and the board to set the expectations for how we're going to be together when we're back in person. There are lots of implied procedures and processes in those policies. Wanted to avoid having any cases of exceptions and based on the best science Joel could find. Joel will prepare something for the board to vote on in a supplemental meeting before the next board meeting. We will trust that he is basing his proposal on all of the science that is available and that he will present all risks regarding activities in the church.

**Decision:** Virginia made a motion to allocate funds (up to \$6000) for an air purifier for the social hall and atrium. Joel will purchase the air purifier and set up the process for it's use. Jane seconded the motion. The motion passed.

c. **New building procedures for renters, memorials, etc.**

See Facility Use Policies for: Members, Renters, Sponsored Organizations

VIII. **Unfinished Business**

IX. **New Business**

X. **Closing**

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

b. **Board observer report**

c. **Review upcoming meeting dates**

1. **October 13 Board Meeting**

2. **Interim appraisal review with Joel**

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

a. **Interim appraisal review - Board Only**

XII. **Adjournment**

10:02 pm

XIII. **Submitted by:**

Jane Gosling, Board Secretary