




## Minutes

### All Souls Indy - Public Board Meeting

 Wed May 18th, 2022

 7:00pm - 9:00pm EDT

 ASI

#### In Attendance

Helen Dwyer, Jane Gosling, Rex Martin, Babette Miller, Joel Miller, Jean Miller, Teresa Quay, Virginia Snell, Cathy Tanner, Elizabeth Valencia

#### 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 7:07 pm after all the zoom issues were figured out!

##### 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.

All members were in attendance except Bob Rayhill, who was out of town on business.

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

Virginia Snell did a reading on beginnings and endings by TS Elliot and about spring by ee cummings and lit the chalice.

d. **Check-In (quick introductions)**

Rose and Thorns check ins were done.

III. **Guests:**

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

Elizabeth Valencia

IV. **Approval of Consent agenda**

**Decision:** Babette Miller made a motion to approve the consent agenda. Cathy Tanner seconded the motion. All approved and the motion passed.

a. **Minutes**

1. **April 13 board meeting minutes**

2. **May 11 Special Board Meeting Minutes regarding voting membership**

Note: Amended version submitted

3. **May 15 Special Congregational Meeting Minutes**

Note: amended version submitted

b. **Staff reports**

DCCP Report

Office Manager Report

Minister Report

Comm Mgr Report

c. **Financial Reports**

Finance Committee Minutes

YTD Financials

Accounting Report for Reserves

d. **Other Reports**

Governance Committee Minutes 5-3-22

## V. Officer/Board/Standing Committee Reports

### a. Finance Committee

1. **Review YTD financials**
2. **Revised 2022-2023 Budget - VOTE**

**Decision:** Teresa Quay made a motion to approve the amended budget to bring to the congregation for final approval at the Congregational Meeting on May 22, 2022. Rex Martin seconded the motion. The motion passed unanimously .

3. **Resolution to name Teresa Quay, Treasurer, as responsible party on church bank accounts - VOTE**

Due to volunteer turnover, Teresa is not listed as a "responsible party" for all of the All Souls bank accounts and needs to be to close a duplicate checking account. The bank will accept signed minutes with the board approving this resolution.

**Decision:** Babette Miller made a motion to name Teresa Quay, Treasurer of All Souls Board of Trustees, as a responsible party on all church Chase bank accounts - acct. # 192383271, acct # 752956508, and acct #2903676001. Cathy Tanner seconded the motion. The motion passed unanimously.

### b. Governance Committee

1. **Policy Manual Updates - VOTE**

**Decision:** Virginia Snell moved to approve the policy manual revisions. Teresa Quay seconded the motion. The motion passed unanimously.

2. **Endowment and Investment Operating Policy & Share the Plate Policies - VOTE**

Will be voted on in May and become part of the Policy Manual

3. **Board Self-Evaluation Brief Review**

### c. Personnel Committee

1. **Executive Session**

- VI. **Special Committee Reports**

- a. **Open Questions Task Group**

1. **Will have summary report in June**

- VII. **Minister's Report**

- a. **Building update**

1. **Grant Update - Faith in Place**

2. **Boiler situation**

Mike O'Rourke, Mike Middleton, and Bruce Russell-Jayne are working on the issues around heating and figuring out the boiler situation.

3. **Update to minister's office**

The work has begun in Rev. Katie's new office - new flooring, ceiling, and walls being fixed. Phil Soper may do some shelving.

4. **Roof repairs**

Roof over door at south entrance to ECMHSP wing is leaking. It is being repaired, but will put us over the \$20,000 amount budgeted to have the building ready for our tenants.

- b. **ECMHSP Update**

1. **Flagpole request**

The government is requiring a flagpole and US flag be installed at the entrance of the ECMHSP.

- c. **Welcoming new minister**

Rev. Joel encourages us to have a big installation celebration.

- d. **Covid Safety Update**

Covid Safety team meeting next week.

- e. **Membership roster updates**

**Decision:** Babette Miller made a motion to approve the recommended membership classification changes as of May 18, 2022. Cathy Tanner seconded the motion. The motion passed. Rev. Joel will send a letter to all of these inactive members letting them know of their status change, letting them know we're meeting again in person, and that we have a new minister starting in August.

## VIII. **Unfinished Business**

### IX. **New Business**

Interim appraisal - we have one last appraisal to do for Rev. Joel. Jean recommended doing a google survey with a summary approach and can discuss at the June board meeting.

**Decision:** Teresa Quay made a motion that the board authorizes the prepayment of moving expenses for Rev. Katie Romano Griffin, up to \$10,000 to be paid via credit card, so that the payment will be made in the next fiscal year. Virginia Snell seconded the motion. The motion passed.

### X. **Closing**

Jean recognized the service of Cathy Tanner and Helen Dywer, the two board members who are stepping down this June.

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

#### b. **Board observer report**

Virginia said it was a good meeting with good discussions. She appreciated all the hard work Teresa has done on the financial reports.

#### c. **Review upcoming meeting dates**

##### 1. **May 22 Congregational Meeting**

##### 2. **June Incoming/Outgoing Board Social Date**

##### 3. **August Board Retreat - Date TBD**

Jean will be talking to Rev. Katie about setting a date and the agenda.

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

The board entered into Executive session from 9:03 pm to 9:25 pm to discuss personnel issues.

a. **Personnel Committee**

XII. **Adjournment**

The meeting was adjourned at 9:02 om.

XIII. **Submitted by:**