

Date: 06/14/2015 08:33AM

Attendees:

Judy Kirkham
Charlotte A. Pontius
Sharon L. Sims
Richard K. Meyer
Kaye McSpadden
Pat Matthews

Not attending:

Thomas W. Osgood
Michael Cohen
Jan Viehwig
Peggy Griffith
Linda Rice

Minutes taken by:

Richard Meyer

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Charlotte lit the chalice.

Pat arrived

Minutes:

Pat motioned to approve 5/10 minutes. Judy seconded. Vote approved.

Financial Report:

Charlotte still closing out last year. She will have a more full report next meeting, but does not see anything that would out things far out of line at this point. Looking to UUA for some financial guidance. We do not do an external audit, but UUA does have a tool for a self-audit. Charlotte would like a non-financial related board member check it for understanding.

Also looking into another product to replace Quickbooks since our finances are so simple. We recently got a notice we could update ours to the latest supported version for several hundred dollars.

Charlotte is following some UUA notices for financials and feels she is getting a better grasp on how issues are handled in other congregations.

There are some documents missing though deposit slips and collection documentation should be enough to reconcile.

Our new tenants have given their first payments.

Richard makes a motion to make a line item adjustment on 2014 and 2015 budgets to reflect that the income from refreshments Bonnie sells during plays as a fundraiser for the church shows as such, instead of being included with Play income, and that it should be done so going forward. Pat seconds. Vote approves.

Payments to Liza have been worked out.

Worship Coordinator:

No report.

Communications:

The nursery door came in at \$465, which was \$65 over budget because an opportunity was taken to repair an additional door in the women's restroom.

Kaye is trying to find someone to chair the worship committee for the Fall.

The e-newsletter will continue weekly. Kaye will likely discontinue the 'Under Our Roof' feature, which has been much higher maintenance than was originally expected.

Kaye looking into an online database, Church DB, which we can use to consolidate, streamline, and increase accessibility of our member data. Charlotte is interested in the financial aspects of Church DB as well.

Social justice:

Several member participated in the Indy Pride parade yesterday. It was also a good opportunity to discuss issues other UU congregations are facing.

Meeting next week after church. Considering next Share the Plate recipient.

Will also evaluate work with The Cupboard.

Buildings and Grounds:

Donna has found the funds to move the piano from the back of the stage.

Kaye has identified several non-useful furniture items.

A conversation should be had with the congregation regarding what we want to accomplish; how to balance caring for the building and accomplishing other things.

Michael will get an estimate on plaster repair in the basement.

There seems to be some indication the pest control application was effective.

We have had a couple of adjustment notices with our new tenants:

They have been asked to not adjust audio settings upstairs, and that the waste baskets should be emptied after their services.

Other:

We have two different documents for rental fees, each having different pricing. We should have a single document that also specifies how the kitchen can and cannot be used, or simply include cold storage and food service in the Fellowship Hall fee and not mention "Kitchen."

Judy suggests:

Sanctuary \$200/day

Fellowship Hall \$100/day

\$100 cleanup deposit – returnable

Review of the Worship Coordinator role

Sherry will send a job description provided by Kaye for a part-time Administrative Assistant for us to discuss next meeting.

Thoughts on responsibilities:

Order of service

Making calls and coordinating appointments

Maintaining the database

Greeting & Membership

How could we do things differently?

We do one OOS during the summer. Could that be done year round? Use a projector?

How can we get more active involvement from members?

Adjourn at 10:05