BOARD MISSION

To provide leadership that supports the church's mission through effective policies and responsible stewardship.

BOARD COVENANT

We covenant to: Respect time by following a timed agenda and reviewing meeting materials prior to arrival, respect differing opinions, listen without interrupting, make space for all, remember the big picture, speak with one voice once a decision has been made, focus on church business, refrain from micromanagement, and work within the context of the UUA.

UNITARIAN CHURCH OF HINSDALE – BOARD OF TRUSTEES – MINUTES
Wednesday, December 11, 2024 - Time: 7:00 PM Central Time

APPROVED AS AMENDED AT 1/8/2025 MEETING

The December meeting was held in person in the RE Building.
Zoom Link for Virtual Meetings:
https://us02web.zoom.us/j/82524658740?pwd=bVNxNVJNcU9ReTFpb1M1TUdOb2xKdz09#success

In attendance: David Mrazek (President), Karen McDowell (Vice President), Dave May (Treasurer), Marian Honel-Wilson (Secretary), and Trustees-at-Large Susan Stephens, Karin Janowski and Eric Haas; and Rev. Dr. Beth Johnson (Minister) and Pam Fodor (Director of Programs).
Absent: N/A
Visitors: N/A

Per our bylaws: ARTICLE XIV PARLIAMENTARY PROCEDURE
Meetings of the Members and meetings of the Board shall be conducted in accordance with Robert's Rules of Order. Prior to the start of any meeting, the President shall announce which edition of Robert's Rules is to be used.

Prior to tonight's meeting, it was announced that we are using the 10th Edition of Robert's Rules of Order.

A. Call to Order/Welcome Visitors
The meeting was called to order at 7:13.
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B. Check In and Feathers
Check-in conducted.

C. Approval of Minutes
Karen moved to approve the November Board minutes and Karin seconded. Motion passed.

D. Finance Discussion

a. The Treasurer's report was submitted to the Board. Dave reiterated his notes from the report: there is $95,000 available for operations, since the large pledge payment mentioned last month was deposited and the successful Fall Fundraiser have replenished our checking account.
b. At the Finance Committee meeting, Peter Krouwer reiterated assurance that the Endowment Committee will provide at least $5K in income for operations, even if the Perpetual Pledge Fund earns less than that in dividends. The shortfall will be covered by Endowment Fund dividends.
c. The new bookkeeper has begun work but has not yet provided the statements

needed (first quarter statement and pledge report).

d. The Fall Fundraiser included a paddle auction that raised $5K for two special projects (LED lights and hearing assistive devices). The bylaws provide:

> 5. In each fiscal year, the Board may authorize non-budgeted expenditures which, in total, are not more than five percent (5%) of the total current operating expense budget. Such expenditures shall be reported in the minutes of the meeting in which the action was taken. Any other expenditure not in conformance with the above limitation shall require approval by the Members.

In that 5% of our budget is $18,678, less the $5K mentioned above, the Board still has authority to spend $13,678 for unbudgeted expenses this fiscal year.

e. With regard to the UCH Funds report dated 12/9/2024, the Minister's Fund is very low ($76.50), but it is typically replenished at the Christmas Eve service.

f. A question was raised about the bylaws requirement for outside review of the financial records. Staff indicated that in recent years, UCH has agreed to review financial records of the DuPage Unitarian Universalist Church and DUUC has reviewed UCH's records. [After the meeting, Marian checked the bylaws, which state:

> 6. The Board shall provide for an independent outside review of the Church financial records, to be conducted at the close of each fiscal year ending in an even numbered year.]

E. Staff Check In

a. The Minister's Report was submitted. Rev. Beth gave a few highlights: A new bookkeeper has been hired and started training Sunday. A bio is forthcoming.

b. Director of Programs Pam Fodor submitted her report. In response to a question, she indicated that attendance of children in the RE program is up and down.

F. Other Business

a. No updates on Active Facilities Projects:

1. Electric hot water heater in RE building
2. Paddle funded: RE LED lights and church hearing-assist system
3. Drain near exterior door of Alice Warren Room

b. Employer Participation Agreement

An updated version of the Employer Participation Agreement for the UUA retirement plan needs approvals and signatures. Per Rev. Beth, Marian made the following motion:

Adoption Motion: 2025 Restatement
Unitarian Universalist Organizations Retirement Plan
December 11, 2024

Whereas the Unitarian Church of Hinsdale is committed to assisting all of its employees 18 years and older to prepare for their retirement years; and
Whereas the Unitarian Universalist Organizations Retirement Plan (the "Plan") is the retirement plan sponsored by the Unitarian Universalist Association; therefore
Be It Resolved that the Unitarian Church of Hinsdale hereby adopts the 2025 Restatement of the Unitarian Universalist Organizations Retirement Plan with an implementation date of January 1, 2025 and commits to complying with all the provisions of the Plan and the elections made by Unitarian Church of Hinsdale in the 2025 Employer Participation Agreement that we submit to the UUA Retirement Plan Committee and they acknowledge receipt and approve via counter signature of same.

Eric seconded. All approved. Motion carried.

c. UCH's Committee on Shared Ministry (COSM) was discussed. Progress was shared on selection of members.

G. Ongoing Business

a. Strategic Planning: Rev. Beth, Eric and David are continuing to work to pull this together. Next step is to decide who to select from the congregation to make up a larger planning committee. (Progress was delayed due to Rev. Beth's health issue.)

b. Budget Planning for Next Fiscal Year: The Board needs to anticipate another shortfall for next year and determine a strategy. Discussion: The cleaning budget is large, but out of three bids, the current company was the lowest. ComEd is scheduled to come out on 12/21 to address the meter situation.

H. Write Ins

a. Marian requested that David revise the Board Covenant on the Agenda template per our amendment at the July 27 meeting.

b. Karen raised a personnel question and was referred to Rev. Beth.

c. The Communication Team raised a question "what is UCH communicating aesthetically?" It was suggested that we could get an art piece for the back of the sanctuary. This is not a Board decision. Pam will check with Gene Schafer.

d. On a related matter, Pam reported that UCH received a $500 targeted donation toward a new couch. Karen motioned and Karin seconded "to accept the $500 donation toward a couch to replace the broken one in the church living room." (It has a leg that is held up with a stack of hymnals.) Motion carried. Karen motioned further "that any additional funds needed for the couch be taken from the Searle Memorial Fund." Susan seconded. Motion carried.

e. A question was raised whether encouraging visitors to "take a green mug so that we'll know to talk to you" is an effective strategy, and that perhaps we should have a designated welcome table at coffee hour. Pam will relay the suggestions to the Membership Committee that discusses and decides these issues.

I. Executive Session: N/A

J. Adjourn

Karen motioned to adjourn; Karin seconded. Motion carried. We adjourned at 8:11 p.m.