

Birmingham Unitarian Church
Board of Trustees
Meeting Minutes
September 27, 2021

Present: Mary Gawel-Ensroth, Donna Larkin Mohr, Julia Pulver, Joanne Schouten, Cheryl Shettel, Amy Smalley, Diane Slon, Craig Stroup

Absent: Rev. Mandy Beal (attending “Turn Oakland County Green webinar on Climate Anxiety), Audrey Schreck (Youth Rep), Paul Vachon

Visitors: Cynthia Osterhage (Leadership Development Committee), Dick Cantley, Jim Shettel (Buildings and Grounds Committee)

Minutes

- Cheryl moved that the minutes of the August 23, 2021 board meeting be accepted. The motion was carried unanimously.

Monthly Reports

1. Treasurer’s Report – Diane
 - a. Diane presented the Treasurer’s Report (documents attached).
 - b. The positive variance in current year pledges results from congregants paying their pledges at various times of the year.
 - c. The positive variance in prior year pledges is a delight to see because those pledges can be considered “found money” and will contribute to reducing the deficit.
 - d. Cheryl moved that the Treasurer’s Report be accepted. The motion was carried unanimously.
2. Minister-Executive’s Report – Rev. Mandy
 - a. Rev. Mandy provided the Minister/Executive Report September 2021 (document attached).
3. Youth Report – Audrey
 - a. Audrey was absent, and no report was provided.
4. Rummage – Donna
 - a. Fall rummage has been cancelled due to concerns about the COVID pandemic.

Unfinished Business

1. Meeting/Workshop with Rev. Dan Update – Craig
 - a. Craig confirmed who will be attending the workshop on October 9, 2021.
 - b. Craig explained that a second session with Rev. Dan will be held on October 30, 2021.
2. Endowment Policy – Diane
 - a. Diane explained that the three endowment policies had been revised last year, and the changes had been approved by the board.
 - b. Diane modified the three endowment policies to include a second example in the “Use of Distributions” section. The use, process, and management of the endowments have not been altered
 - b. Diane moved that the addition of a second example in the section, “Use of Distributions”, be added to each of the endowment fund policies: the General Endowment Fund Policy, the Music Endowment Fund Policy, and the Memorial Glen Endowment Fund Policy and that the example be corrected in the Music and Memorial Glen Endowment Fund policies to show \$48,000 instead of \$4,800. The motion was carried unanimously.
 - c. Mary moved that the board invoke the emergency provision of the BUC Constitution, Article XIV, Section 7, Endowment Funds, increasing the amount from the distribution of the Music Endowment Fund and the Memorial Glen Endowment Fund earnings of the current year to be used to defray the costs of repairs to the lower level of the BUC campus that was damaged due to flooding events. The motion was carried unanimously.
 - d. Diane moved that the withdrawals be done as soon as possible. The motion was carried unanimously.
3. Update on Repairs and Corrective Actions to BUC Building and Grounds – Jim Shettel and Dick Cantley
 - a. Jim referred to the status update he had sent to board members on September 23, 2021. This included the findings from the plumber jetting and camera inspection of the drainage system along with next steps to be taken, the landscape maintenance plan for the pond along with next steps to be taken, and the civil engineer drainage evaluation and analysis of grounds consultation being planned.

- b. Three meetings have been scheduled for Tuesday, September 28, 2021 with a landscaper, an engineering company, and a concrete excavator to repair the main drain. Valerie Phillips will attend with Jim and Dick.
 - c. Dick referred to the update he had sent to board members concerning anticipated funding needs beyond the budget. This included the costs and quotes for flood damage remediation and dry-out, flood resistant remediation, exterior work, and the replacement of the Hodas Hall roof, which is in the worst shape of all the roofs. Available resources to cover the costs include insurance reimbursement, excess cash on hand, and the special distributions from the three endowments. Other possibilities include applying for a UUA Disaster Relief Fund grant; applying to Faithify, a UU Crowdfunding program; and re-setting the mortgage with a new 20-year amortization schedule to finance the remaining funds needed.
 - d. While the remediation efforts cannot guarantee full protection from another flood event, Dick and Jim believe the work will minimize the risk of incurring the kind of extensive damage that occurred in June.
 - e. Dick and Jim were thanked for all their work in this endeavor and for keeping the board informed.
 - f. Dick complimented Valerie Phillips on the time and effort she has devoted to this project.
4. Stewardship Update – Donna
- a. Brian Schandavel and Mary Jo Ebert have been invited to the October board meeting.
5. Committee Chairs Update – Donna
- a. There is no chair for the Revenue Committee.
 - b. Tony Kubien will assume the chair of the Planned Giving Committee in July 2022. In the interim, Diane has agreed to temporarily assume the role until July 2022. Craig will offer advice and counsel to Diane.
6. Constitutional Revisions Update – Donna
- a. Keith Ensroth, along with Donna and Craig, will hold their first task force meeting in November.

New Business

1. Level One Bank – Diane
 - a. The transfer of accounts from Huntington Bank to Level One Bank is currently taking place. Joanne Copeland is managing the details of this move. Rev. Mandy and Diane have met with bank personnel and voiced some concerns about poor service from Level One in the past.
 - b. The move to Level One is taking place because of an agreement to transfer all accounts as part of the process of obtaining a mortgage to cover the cost of the campus renovations during the 2016-2017 church year. Level One was the only bank that was willing to give BUC a mortgage.
2. The Job of the Board Discussion – Donna
 - a. Board members had been asked to read Chapter 5 of *Governance and Ministry* by Dan Hotchkiss.
 - b. New board members were asked to share their thoughts.
 - c. Donna asked Mary to meet with her to write a conflict-of-interest policy.
3. Ferndale Pride – Donna
 - a. Ferndale Pride will take place on Saturday, October 2, 2021, from 1:00 to 8:00 PM.
 - b. BUC will have a booth. Brianna Zamborsky is coordinating the effort and needs volunteers.

Issues Arising for the Good of the Church

- Cheryl will be out of town and unable to attend the October board meeting and the October 30 session with Rev. Dan.

Visitor Comments and Questions

- Cynthia felt privileged to observe the meeting as a member of the Leadership Development Committee and thanked the board for the opportunity.

Diane moved that the meeting be adjourned. The motion was carried unanimously. The meeting was adjourned at 8:41 PM.

Respectfully submitted,
Mary Gawel-Ensroth, Secretary