

**Birmingham Unitarian Church
Board of Trustees Meeting
Monday, November 24, 2025**

Attendees: Mary Jo Ebert, Keith Ensroth, Art Hillman, Harper West, Rev. Connie Grant, Brian Schandavel, Claudia Kocher, Bill Fox, Tanya Nordhaus, Drieka Degraff, Julie Pulver.

Call to Order: 7:03pm

Covenant – Bill Fox.

Chalice lighting and Check-in

Motion to approve minutes from October 27th meeting. Claudia motioned, Art seconded. The motion passed unanimously.

Motion to approve minutes from the November 16 Congregational meeting. Art motioned, Claudia seconded. The motion passed unanimously.

Strategic Planning Team Report – Drieka Degraff

The Listening Labs had 75-plus participants. The team is analyzing the results. The team is still in the listening phase of their process and that will end at the end of December. Results will be synthesized in January.

Nominating Committee - Julia Pulver

Current by-laws do not say how many people are to be nominated to the Nominating Committee. Discussion on how many people should be nominated and where should this policy be stored. Suggested that the number of people should be written into the Nominating Committee Charter and that there should probably be two alternates along with the number of people required for the open spots. It was suggested the alternates be voted for separately so that they knew they were running to be alternates. The Nominating Committee was tasked with making a recommendation and the Board would review.

The next nominating committee meeting is scheduled for December 21st and **[action]** Rev. Connie and Mary Jo said they would attend to answer any questions.

Monthly Reports

Treasurer's Report – Keith Ensroth

Spending is on track to budget. Memorial Glen expenses increased due to dead trees needing to be removed and additional engravings needing to be made. Additional funds can be withdrawn from the Memorial Glen fund if they were not used in previous years. No money had been withdrawn in 2023 and, so far, in 2025, so we can withdraw up to \$6943.

No significant changes to facilities spending. Sending a check to Signature Associates in December. The Facilities Committee next meets November 25th.

Designated Payables/Opportunity Fund: \$5784 for one-off projects. There is \$7000 assigned to Special Music that had been set aside for technical improvements for audio. There is also an unspecified amount assigned to Social Justice. Keith motioned both amounts be moved to the Opportunity Fund. Harper seconded. Motion approved unanimously.

Funding RE discussion: It was stated Religious Education should not be in the fundraising business. Unlike Music, RE does not have a clear line item in the budget nor an endowment. It is unclear where money raised in the past was recorded in the revenue accounts. There is \$3000 in the RE line item currently. Is that enough for this fiscal year? Other questions: Who sets the budget for RE? Rev. Connie would request a budget for RE, with input from Shannon if desired. It was again stated that RE should not be responsible for raising money with the exception of youth traveling to Boston for Rite of Passage (ROPE) or regional events such as those held at Mystic Lake or at the various "Cons." Then the attending families would be responsible for either paying for it or for fundraising. Additional questions: What is the role of the RE Council/Team? What is the role of the Revenue Committee in raising/tracking funds for RE as part of the church? What fundraisers might make sense for RE? One suggestion for a fundraiser was a talent show.

Actions: Keith to talk to Valerie to determine if money from previous fundraisers has been located. Mary Jo to meet with Craig and Tanya on the Revenue Committee.

Procedural Audit: Review template from the Evanston Church.

Minister's Report – Rev. Connie Grant

There were six attendees in the last New to UU class; three people have signed up for the next class.

UU Association and UU regional cooperation: GA is virtual this year but with satellite events this year if we are interested in setting up. What kind of satellite event was vague. Would it be one day or several? [Initial answer was June 19-21.] Would it be an event for congregations in metro Detroit or a large regional event requiring travel and accommodations? **Action:** Bill to ask Kim to bring up at the next meeting of the Detroit metro area congregations. Discussion was tabled pending getting more information and getting closer to the date.

Open Topics

Contract Minister update – Tanya Nordhaus

The Congregation Record is nearly complete. The Search Committee is currently reviewing. The next meeting is scheduled for November 30th. Thanks to the staff and board who completed the survey. Met with Strategic Planning Team to get their input from Listening Labs, presented update at November 16th Town Hall. Will submit Congregational Record to Rev. Connie and UUA's Sharon Dittmar on December 2nd. In January we will start interviewing candidates.

Mary Jo and Keith revising Ministerial Agreement contract template. Randy Safford will provide legal review.

Consider requirements/process for reviewing and following up on unpaid pledges. (by-law section 4.3): Board is not involved in the process for unpaid pledges. Randy Safford recommended that the board specify when the review(s) and follow-up on unpaid pledges should occur. Rev. Connie and future ministers would conduct the review and follow-up processes. The minister will review. Randy Safford will provide legal review.

Roles to fill: Auction leader. Rev. Connie looked at the skills survey for potential candidates for the Safer Congregations team.

Planned Giving Committee: Looking for one more person to join Tanya. **Actions:** Mary Jo will provide Claudia with candidates from the skills survey and Claudia will make phone calls. Tanya to send updated Planned Giving Committee charter to Claudia and Mary Jo for review.

The Board will review the Planned Giving Charter.

Thank you: signed cards for Dick Cantley and David Sabbagh.

New Business

Church space for worthwhile causes: There is an event being planned by a group called Michigan Marriage Equality, who are working to initiate a ballot proposal to repeal the "one man-one woman" marriage amendment that is in the State of Michigan constitution. Rev. Connie approved the use of Hodas Hall for the MME team to hold an event.

Governance Overview session combined with ministerial appraisal. To be scheduled in January.

Action: Mary Jo to send a doodle poll to determine a date.

Issues Arising for the Good of the Church

Visitor Comments / Questions: None

Motion to adjourn at 9:13pm

Next Meeting: Monday, December 15th

Respectfully submitted,
Bill Fox, Board Secretary

BUDGET

	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
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ACTUAL + FORECAST

	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
Beginning Balance	165,309	171,205	177,101	126,231	133,700	141,169	3,638	11,108	8,577
Inflows	6,295	6,295	6,295	7,868	7,868	17,868	7,868	(2,132)	7,868
Outflows	(399)	(399)	(57,166)	(399)	(399)	(155,399)	(399)	(399)	(15,399)
Ending Balance	171,205	177,101	126,231	133,700	141,169	3,638	11,108	8,577	1,046

Inflows:

Funding from BUC Operating Fund						10,000		(10,000)	
Rent in from Montessori	6,295	6,295	6,295	7,868	7,868	7,868	7,868	7,868	7,868
Security Deposit from Montessori									
Additional Other Funding									
Total Inflows	6,295	6,295	6,295	7,868	7,868	17,868	7,868	(2,132)	7,868
	-	-	-	-	-	-	-	-	-

Outflows:

Amortization of Lease Expenses	(399)	(399)	(399)	(399)	(399)	(399)	(399)	(399)	(399)
Commission Set-Aside			(26,767)						
Roof						(155,000)			
HVAC			(30,000)						(15,000)
Parking Lot (Major)									
Carpeting									
Other									
Total	(399)	(399)	(57,166)	(399)	(399)	(155,399)	(399)	(399)	(15,399)

BUDGET	24-25	25-26	26-27	27-28	28-29	29-30	GRAND TOTAL
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ACTUAL + FORECAST	24-25	25-26	26-27	27-28	28-29	29-30	GRAND TOTAL
Beginning Balance							
Inflows	190,076	81,832	95,832	98,706	101,670	43,660	611,776
Outflows	(43,604)	(288,258)	(74,785)	(69,785)	(114,785)	(72,392)	(663,609)
Ending Balance							

Inflows:							
Funding from BUC Operating Fund	9,000	-	-	-	-	-	9,000
Rent in from Montessori	13,148	81,832	95,832	98,706	101,670	51,588	442,776
Security Deposit from Montessori	7,928	-	-	-	-	(7,928)	-
Additional Other Funding	160,000	-	-	-	-	-	160,000
Total Inflows	190,076	81,832	95,832	98,706	101,670	43,660	611,776

Outflows:							
Amortization of Lease Expenses	-	(4,785)	(4,785)	(4,785)	(4,785)	(2,392)	(21,532)
Commission Set-Aside	-	(26,767)	-	-	-	-	(26,767)
Roof	(7,250)	(155,000)	(55,000)	(50,000)	(50,000)	(70,000)	(387,250)
HVAC	(5,425)	(101,706)	(15,000)	-	(30,000)	-	(152,131)
Parking Lot (Major)	-	-	-	(15,000)	-	-	(15,000)
Carpeting	-	-	-	-	(30,000)	-	(30,000)
Other	(30,929)	-	-	-	-	-	(30,929)
Total	(43,604)	(288,258)	(74,785)	(69,785)	(114,785)	(72,392)	(663,609)