

TVUUC BOARD MEETING MINUTES

Date: December 18, 2011

Members Present:

Chloie Airoidi--Watters	Lillian Mashburn	Linda Randolph
Chris Buice (ex officio)	Kenneth Moffett	Dick Trowbridge
Teri Combs-Orme	Grier Novinger	Mia Wallace
Lamar Gibson	Nathan Paki	Sam Wallace

Members Absent:

Bill Cherry (ex officio)
Nick Potter
Molly Rochelson
Laura Twilley

Visitors Present:

Ginna Mashburn
Alan Moore

Birthday Party

Before the meeting, birthday cake was disseminated and Happy Birthday sung in honor of President Randolph.

Opening Words

- Linda called the meeting to order at 3:20 p.m.
- Dick offered opening words.

Review of minutes- Nov. 20, 2011

Minutes for the board meeting of November 20, 2011 were approved with no corrections.

Additions to agenda/ Consent agenda

- Chris's report to the Board for December 2011 was approved.
- Sam suggested later that the Board discuss the matter of strengthening the early service, as suggested by Chris in his report, at the next Board meeting.
- Chris's request in his report for authorization to spend up to half of the funds collected for his 2012 sabbatical in 2011 in order to economize on 2012 sabbatical expenses was agreed to later by the Board via e-mail vote.
- Chloie asked about the status of the placing of pictures of staff in the lobby, which had been voted on by the Board in the past. Chris noted that any action item should always have someone designated to follow through to completion.

1. Stewardship campaign- Ginna Mashburn

- Ginna explained her committee's plans for the kickoff event to be the Kontras Quartet concert on 2/25 with dessert to follow, the campaign itself to begin 2/26.

- She proposed that church leadership sign their pledges prior to this at a weekend get-together. It was agreed that this event, to which spouses/partners are also invited, will take place at Grier's house at 4 pm, Sunday 1/29.

2. Facilitation of charrette- Alan Moore (discussion from later in the meeting)

- Alan explained the general intent and format of a two-meeting charrette work session to address physical facility needs of the church building. More specifics were addressed in a handout.
- He noted that the East Tennessee Community Design Center has agreed to assist in finding candidates to be facilitator for the charrette. Three candidates will be interviewed by the Expansion Task Force. Fees and costs are estimated at \$1500. Bill has stated that the money is available.
- Alan noted this could be the first step toward a capital campaign.
- The charrette would take place in advance of the final report of the Expansion Task Force.
- It is anticipated that the charrette workshops would take place from 9-12 on 1/14 and on a second Saturday in January.
- The report of the results of the charrette would first come to the Board.
- A motion was made, seconded and carried to approve the funds required to engage the charrette facilitator, not to exceed \$1500.

Recognitions

- Dick was offered many thanks and a card and a modest check for his fine work on the turtle woodcarving, which the board gave Chris earlier this year.
- It was noted that a hymnbook has been purchased and inscribed in honor of the loss of Lamar's Dad, and that the same will be done for family losses on the part of Sam and Dick.

3. Board table staffing roster

The roster was circulated to update staffing commitments, which are to be two board members once a month on the Sunday before each board meeting.

4. Feedback from Board table 12/11/11- Dick, Lillian

There was no feedback this time.

5. Severe Weather, Closings, Delays Policy

- This draft policy had been distributed in advance.
- Sam commented that the chain of command was not clear. It was agreed that the President should be next in line of authority to call a cancellation, after the Senior Minister and the Director of Administration and that this would be added to the policy.
- Sam noted that most churches post cancellations by 6 a.m. There was agreement the public needs to know about closings etc. by 6 a.m. and that the procedures should reflect this.

- A motion was made, seconded and approved to adopt this policy contingent on making the adjustments noted and to be in effect as of December 18, 2011.
- Linda will post the policy to the newsletter and listserv.

6. Redefining Program Council

A task force, consisting of Lillian, Chris, Sam, Kathy Bohstedt, and, if possible, Kate McCullough, will continue with this process. It was agreed that final decisions on the matter should be ready for the February board meeting.

7. Auction- Board contribution plans

- Final plans for the event need to be ready by the January meeting.
- Preliminary commitments for menu items were made.
- Payments for Board members and attending spouse/partners should go to Bill Cherry.
- Members should be available to assist in setting up and cleaning up Grier's clubhouse.
- The event is 6:30, February 4.
- Participants in addition to those committed at the auction will be permitted.
- A motion was made, seconded and carried to approve these plans.

8. Display monitor for lobby

- A flat screen monitor for an appropriate location in the lobby has been proposed, for the purpose of displaying a mixture of announcements, programs, photos of interest, etc.
- Lacking an effective volunteer effort, a proposal was made to purchase the equipment as well as service for hanging and wiring, the estimated costs being \$1000.
- It is assumed that Nina Lee and Bill would be responsible for updating the display. Display software intended for our purposes would be employed.
- A motion was made, seconded and carried to authorize this plan, contingent on some further information Linda will seek as to costs and related issues.

9. Recognition of installation of solar panels- Dick

- Dick stated that the solar panels are now installed and await final inspection to be turned on.
- With regard to outside publicity, The Solar Institute, which gave the main grant, will need review and recognition.
- TVUUC will be the first church in the Knoxville area to have such a solar array.
- Dick is pursuing the idea of a video about the panels, which could be shown on Youtube, the church website, etc.
- A staged turning-on of the system could be incorporated into the 12/25 service.
- Sam noted an article in UU World should be pursued.
- Dick noted that Gene Burr deserves recognition for his tireless efforts toward securing the supplementary \$15,000 grant. A motion was made, seconded and carried to give Gene a framed letter of recognition from the Board, to also be

submitted to the listserv and the newsletter, to be produced in January. Sam will draft the letter.

10. Policy for green guidelines for renovations and events- Dick

- Dick proposed we adopt such a policy. An example of such a policy from the UU church in Portsmouth, NH, in general terms form, was included on the meeting agenda. Sam approved this statement if amended by adding “if feasible.”
- Alan briefly explained LEED certification, noting that UUA grants are available to pursue this. This is a related but separate subject from the green guidelines issue.
- The Board approved that Dick and Linda will work on this policy and that Dick and Alan will record all the measures we currently employ to be green for inclusion in the procedures that will accompany the policy.

11. Closing Words

- Dick offered closing words.
- The meeting was adjourned at 4:20 p.m.

Next meeting: January 15, 2012

Opening and closing words: Sam Wallace

Respectfully submitted,

Kenneth M. Moffett, Secretary
December 18, 2011