

## TVUUC BOARD MEETING MINUTES

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**Date:** April 15, 2012

**Members Present:**

Chloie Airoidi--Watters	Kenneth Moffett	Molly Rochelson
Lamar Gibson	Grier Novinger	Dick Trowbridge
Lillian Mashburn	Linda Randolph	Sam Wallace

**Members Absent:**

Chris Buice (ex officio)	Nick Potter	Mia Wallace
Bill Cherry (ex officio)	Laura Twilley	
Nathan Paki	Joe Viglione	

**Visitors Present:**

Jenny Arthur	Don Horton	Alan Moore
Jerry Bone	Ginna Mashburn	Barbara Taylor
Gene Burr	Kim Mason	Lisa Thomas

### Opening Words

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- Linda called the meeting to order at 3 p.m.
- Molly offered opening words.
- The Board commended Molly on her recent award.

### Review of Minutes-March 18, 2012

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- Minutes for the Board meeting of March 18, 2012 were approved, with one small addition at Linda's request.

### Additions to Agenda

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- Barbara Taylor will present the draft Congregational Covenant for review and discussion.

### Consent Agenda

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- Several items were distributed to the Board via e-mail, including The Executive Team's Report to the Board for April 2012, and The Operating Budget Summary for TVUUC through March 31, 2012. A motion to approve these items was made, seconded and carried.

[Note: Of necessity, agenda items were addressed out of order during the meeting. For the sake of clarity the items are listed in the order they appear on the agenda.]

## 1. Spiritual Team Care

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- Jenny Arthur announced that a 14 member team of church members has completed 8 weeks of training in spiritual care. The team includes:
  - Melissa Reed
  - Allan Morgan
  - Rosemary Burr
  - Mary Rogge
  - Jeff Jacobus
  - Dan Bing
  - Lynn Rollins
  - Angelina Carpenter
  - Courtney Rowe-Teeter
  - Patty DeRycke
  - Annette Mendola
  - Carolyn Rogers
  - Terri Combs Orme
  - Mike Matvy
- We wish to encourage those in need to say yes to being helped.
- Referrals come through Jenny.
- The pre-service announcement format needs to be revised to make note of this as part of Pastoral Care.
- A commissioning is planned for June 3.

## **2. Special Collections recommendations from Committee for 2012-13**

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- The recommendations item was deferred to the next meeting.
- Linda noted that a representative of UU-UNO will be speaking on behalf of a special collection on 4/29/12, at Chris' request. It was noted that Chris has the authority to add up to two special collections. A motion to approve this collection was made, seconded and carried.

## **3. Announcements/questions to Board**

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- Piano: A motion to approve the sale of the spare piano currently in Vicki Masters' office was made, seconded and carried.
- Board evaluation calendar status: this item was deferred to the May or June meeting.
- April 23 memorial: It was announced that the Victim Services Office of the Board of Probation and Parole will host a tree planting ceremony at TVUUC in honor of Victim's Rights Week, at 1 p.m. on April 23. Both mayors will be in attendance.
- Chloe announced that the Alliance will be donating \$7000 for a new dishwasher.

## **4. Expansion Task Force**

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- The task force consists of Gene, Don, Grier, Lisa, Ginna and Alan.
- A variety of specific information that was e-mailed to Board members or handed out during the meeting is included by reference and available in the Board minutes binder.
- Ginna gave some background on the process of deciding to move from the old church and of designing and constructing the present building.

- She noted that this had been a very energizing process and that the UUA consultant was very helpful.
- Alan reviewed the efforts managed by the task force since they began last December, based on the assumption that TVUUC does intend to keep growing.
- He noted that alterations to the sanctuary and additions to the parking lot were deferred from the present effort, and that the purchase of properties at the east end of the parking lot are worthy of consideration.
- Gene reviewed four sketch schemes that resulted from the efforts of member architects to suggest how to accommodate space needs as suggested by the task force.
- Alan reviewed three scope options, ranging from Option “A,” which is minimal, to Option “C,” the largest in scope and the one recommended by the task force.
- Alan suggested some items in the way of next steps, including the preparation of a conceptual aerial rendering, engaging a UUA consultant (recommending \$5000 be put in the present budget for this purpose), looking into soliciting help from Chalice Lighters, and pursuing a UUA LEED grant.
- The group discussed the need for a variety of meetings with members of the congregation for the purposes of promoting awareness and gaining feedback.
- Ginna stated the task force will work out two or three time-lines before the next Board meeting.
- A motion was made, seconded and carried to ask the Expansion Task Force to move forward with the group meetings and report back to the Board with recommended next steps, including which option to pursue.

## **5. Update on membership**

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- Jerry made a presentation on Membership Committee activities. His handouts on membership issues are included by reference and available in the board minutes binder kept in the Church office.
- He noted that as a result of the stewardship follow-up efforts, 30 members, so far, prefer to resign, though they will remain friends of the church. As a result of clearing the rolls of those no longer in Knoxville or not members for other reasons, we had already gone from 520 to 470 “certified” members, but are still considered a large church.
- Sam asked about an effort to correlate membership with attendance; Alan gave Linda a copy of attendance records of 2001-2011.
- Jerry noted that new members are told they will be canvassed.
- Linda noted that in addition to the above effort, Jerry is contacting pledge non-responders from last year.

## **6. Re Intern update**

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- Kim discussed Lizzie Roper as a candidate for RE intern, regarding her as a worthy possible intern on the basis of her qualifications and experience. As such she would be the first UU RE intern.
- It was noted that full time status would be best, comprising a \$16,000 commitment. Linda noted that in the event of the anticipated shortfall, funding the internship would require budget cuts elsewhere.

- Kim noted that next year's RE goals include expanding the youth director's responsibilities for developing and directing a Lifespan RE Program which would include implementing two sessions of RE to cover both Sunday services, overseeing a young adult program, and expanding the adult RE program.
- She stated that Lizzie's responsibilities would be 50/50 development and implementation of a young adult program and other administrative tasks.
- Referring to the handouts, she stated that numbers tell the story as to why additional staff is needed in order to expand: using UUA standards for RE employee time required for RE programs show that TVUUC staff's current weekly hours are slightly above that required for current RE programs. Another program would require additional staff hours.
- The preferred time frame to begin would be no later than August 1.
- A motion to proceed was made, seconded and carried that a letter offering the position would be sent in order for Lizzie to apply for a church work visa. If necessary budget cuts prevent funding the position, we will notify that funding fell through.

#### **7. Sr. Minister evaluation**

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- This item was deferred to the May or June meeting.

#### **8. Special collections policy and procedures- recommendations for change**

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- This item was deferred to the May or June meeting.

#### **9. Congregational meeting**

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- The congregational meeting to be held on May 20 will cover the annual budget, bylaws changes, congregational recommendation for Caitlin Cotter to pursue study to become a UU pastor, vote to approve the new Covenant, approval of revised Endowment Fund Committee charter, and distribution of Endowment Fund budget statement.

#### **Added Item: Congregational Covenant**

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- Barbara distributed copies of the draft Covenant. Upon discussion a motion to approve the Covenant was made, seconded and carried.
- The issue of devising a corresponding Policy for implementation by a Right Relations Committee was discussed. A motion was made, seconded and carried that a policy and procedure document be drafted by the Covenant committee for guidance when the Covenant is broken by church members.

#### **Closing Words**

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- Molly offered closing words.
- The meeting was adjourned at 5:40 pm.

Next meeting: May 6, 2012

Congregational meeting: May 20, 2012, 11am

Opening and closing words: Sam Wallace

Respectfully submitted,

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Kenneth M. Moffett, Secretary  
April 16, 2012