

TVUUC BOARD MEETING MINUTES

Date: February 16, 2014

Members Present:

Chloie Airoidi-Watters
Kate Benson
Chris Buice
Heather Finney

Mary Jo Holden
John Mashburn
Lance McCold
Kenneth Moffett

Alan Moore
Tom O'Connor
Linda Randolph
Dick Trowbridge

Members Absent:

Ada Falls
Lamar Gibson
Maureen McBride

Guests Present:

Judy Gibson
Kate McCullough
Elnora Williams
Five representatives of Evergreen School

1. Opening Words

- Alan Moore called the meeting to order at 1 pm.
- Mary Jo Holden offered opening words.

2. Check-in

- Members were asked to talk briefly about something that has significantly affected their life, for better or worse, in the last two months.

3. Approval of Minutes from January Meeting

- Minutes for the Board meeting of January 15, 2014 were approved as submitted by the secretary.

4. Additions-changes to Agenda

- It was noted that there needs to be a TN cluster replacement for Alan. There are three applicants, of which one is not a TVUUC member. Rev. Chris noted there are issues of accountability. Alan deferred further discussion to the next meeting.
- The Greenway/Evergreen School issue was added to the agenda.
- Documents and how we manage our documents was put forth as a subject for discussion.
- Regarding the Interim Music Director it was noted that there is some interest in her being permitted to apply for the position. Chris noted that the Search Committee would bring this matter to the Board if it was decided to consider

her, since as an Interim she is not technically eligible for the permanent position.

- Proper procedure for addressing space utilization requests to be discussed.

5. Consent agenda

- No action was taken.

ITEMS FOR DISCUSSION

6. Finance report

- Heather Finney discussed finances as represented on a handout. She noted :
 - We are a little ahead but that pledges will go down.
 - Non-pledge donations are lower than anticipated.
 - Share-the-plate is trending up along with attendance; she recommends its continuation.
 - One rental client is not paying.
 - Building and Grounds is up due to a lot of projects at the beginning of the year.
 - The UUA quarterly amount now includes that of the District.

New Agenda Item: Proper procedure for addressing requests

- Alan noted that normally requests (space use, financial issues, etc.) go to Heather or Administrative Assistant Melissa Reed.
- It was noted that the pending Evergreen School matter is different in that it represents a large scale change. That said it was noted that the proper procedure would still be for the initial inquiry to go to Heather.
- Heather stated her recommendation of the preferred order of addressing such matters would be :
 - Big deals: front office—Kim Mason—Maureen McBride—PC/Board
 - Regular deals: either rent space through Heather or, if associated with membership/staff, to PC.

7. Monitoring report: Program Council

- Handouts concerning the program council 2013-14 board report, program council evaluation, summary recommendations, and 2014-15 PC budget requests had been distributed to the Board in advance.
- PC Chair Elnora Williams presided. She noted that a committee of past, present and elect PC chairs meets monthly.
- Kate McCullough described the One Word campaign as a focus for each year's PC efforts. Linda Randolph suggested a combined focus for the Board and the PC be considered.

- Alan noted that some of the words engraved on the building have a bearing on stewardship and some do not, in response to a suggestion that the Stewardship campaign join the combined focus idea.
- It was noted that share-the-plate is in place through April 2014, that the volunteer fair works well if well scheduled, and that Giving Tree was a success.
- Kate noted the Aesthetics Task Force has made a successful effort in that guidelines have been written and are in the pipeline. She suggested the possibilities of presenting them as a Dialogue or online. Lance McCold suggested presenting them for comment to the congregation.
- Elnora state the PC's biggest challenges have been maintaining cluster chairs and maintaining volunteers among the committees.
- It was noted that the list of needs and activities distributed was exhaustive rather than selective.
- Elnora asked for more clarity as to the relationship of the PC to the Board, based on UUA Best Practices. Alan agreed that more clarity is needed. Chris and Linda suggested that the Board be on a more equal footing with the PC.
- There was discussion of the Theme Word matter:
 - Alan commented that the words need not be limited to those engraved on the building, and that some of those words would be hard to put to use for this purpose in any case.
 - Chris stated that words as a theme should serve us, not us serve them.
 - Alan stated the Board should not be involved in deciding the word theme.
 - Judy commented that we should honor the idea but doesn't see it as a primary PC focus; she would pick words both from those on the building and other sources.
 - It was noted that Ken Kitchen is already underway incorporating "Humility" as the next theme word in succession into his early stewardship committee work.
- Elnora suggested that the PC meet quarterly, as does the ET, instead of monthly.
- Linda noted a wish to review a number of questions regarding items on the report with the PC.
- With respect to the report's comments on publicity, Linda noted this is not the same effort that Lillian Mashburn is coordinating but is in the nature of Public Relations. Judy noted the possibility of a dedicated volunteer with publicity savvy become involved in PR needs. Elnora said there will be a work session to come up with an action plan.
- Alan noted that this Board is supposed to appoint the next PC Chair-Elect, in conjunction with recommendations from the PC.

8. Board Committees TF

- Alan mentioned that this TF will present a report at the next meeting.
- A draft change to the bylaws will be discussed at the next board meeting.

9. Goals and Objectives for 2014-15

- Linda had distributed a current draft in a revised format in advance.
- A question was raised as to whether we have the need for a “focus.”
- Discussion revealed some differences of opinion as to what format for representing the goals and objectives may best communicate the information, a challenge at the outset considering the complexity of the items and issues.

10. Greenways School proposal

- Several representatives of Evergreen School, formerly Greenways School, joined the meeting and made a presentation followed by a discussion of their proposal.
- They are seeking a location for 4 to 5 middle school classrooms for an interim one-year period following which an identified property will be available, and propose a temporary use of some of TVUUC’s classrooms.
- They noted the institution is not public and not parochial.
- Chris expressed affirmation of the school but noted many factors are involved and that the input of TVUUC’s RE Director is needed.
- They noted that photos are taken to guide restoring classrooms once used, and that one of our members has said they would take responsibility.
- They noted they would self-insure, and that they are flexible re the fact that some classrooms have intermittent use during the week. As to the specific case of Family Promise they stated this occurs once in summer and that during the school year, they think they could work it out because they’re in control of when their breaks occur.
- Per a question concerning administrative space they noted they have a portable- desk which rolls in and out. As for kitchen needs, space for five microwaves was mentioned, the main kitchen evidently not needed.
- Alan suggested trying the Teen Center.
- Heather raised the question of storage, and they mentioned renting a “pod” to be placed somewhere on our grounds.
- Lance asked about the option of public school. Responses centered on positive learning and social experiences known to have resulted from the small atmosphere and an ability to deal better with students with special needs.

11. Discussion re : Staff appreciation month and right relations

- Chris mentioned that Staff Appreciation is a response to some negative interactions that staff have had with members of the Congregation, and also to emphasize proper behavior in our interactions with each other in accordance with our Congregational Covenant.

12. BMOD Signup

- A signup sheet was circulated.

13. Announcements- special dates

- A number of events were noted, including the annual meeting on May 4.

14. Not Used.

15. Likes and what could we improve on

- Not addressed

16. Opening and closing words for next meeting

- Tom volunteered.

17. Closing words

- Mary Jo offered closing words.
- The meeting was adjourned at 3:20 pm.
- Next meeting: March 16, 2014

Respectfully submitted,

Kenneth M. Moffett, Secretary
February 19, 2013