

TVUUC Board Minutes

8/16/15

Board Members present for meeting:

Kathy Bohstedt
Mary Jo Holden
Ann Barber
Lynne Mullins
Barbara Taylor
Linda Randolph
Joe Viglione
Claudia Pressley-Wise (ex officio).

Absent:

John Mashburn
Marco Casteneda
Elnora Williams
Lance Mc Cold
Laurie Knox.

Guest attendees: Bill Cherry

Please be advised that some agenda items were addressed out of original agenda order.

Minutes:

Minutes of the Board Retreat 7/18/15 were reviewed, corrected and approved.

Candle use in the sanctuary:

Bill introduced the suggestion made by a member to the Buildings & Grounds committee that we replace the live candles used by individual congregants at the Christmas Eve service and other vigils. Reasons driving this suggestion are dangers of fire and hot wax on hands, and damage to property leading to clean-up when wax drips on the upholstered furniture, wood and concrete, which it does, at times extensively.

Bill looked into costs associated with various types of replacement LED, flickering style. Bill asked Claudia to look into whether we could get a lower insurance rate. The Board is being asked to help with this decision from a Safety standpoint. Chris (unable to attend) had asked Claudia to share his thinking is not just "wax or non-wax", but more from a safety policy standpoint. There is no such safety policy.

Kathy stated that there is a group working on safe congregation policy standpoint and Kathy will ask that group to discuss this issue as well.

This issue will be continued.

Document: President Job Description:

Document was reviewed and edited for flow of content.

Mary Jo moved and Lynne seconded the description as amended during the discussion. All members agreed.

Document: Leadership Team Charter:

a) Proposal: Kim Mason (or acting LRE) be a member of Leadership Team.

This would entail amending the Leadership Team Charter as proposed. Motion made and seconded to include the LRE on the Leadership and the charter be amended to reflect that.

b) Also worked on moving things around the charter document and eliminating redundancies. Barbara moved and Mary Jo seconded and all approved the document as finalized, including addition of a) above.

Document: Directions to “Lead Readers”:

This is an internal document designed to assist Board members as they prepare to present status and needs of areas in the church life assigned to them during the designated Board meeting. Lynne moved and Ann seconded this document as reviewed and amended.

Website update of governance manual - Linda Randolph:

Jon Coffee has already worked on the table of contents. Linda will give Jon the PDFs. This includes all the policies to date.

Treasurer's Report - Joe Vigilione:

Treasurer's Report was submitted and distributed to participants and both Joe and Claudia explained that we are in process of moving to a new direct deposit company and that is the reason for the apparent shortfall in income, which will be rectified in next month's report. The report was accepted and approved.

Another item discussed related to finances was the hornet's nest injury sustained by a person working in the community gardens who was a paid person. Claudia will look into Workman's Comp as this treatment entailed an ambulance and ER assessment. Luckily for the individual, there was no allergic reaction; nevertheless it was an awful experience.

Also noted by Joe: the finance committee has some questions about the balance sheet and have invited knowledgeable members to enlighten the current team. The "restricted fund" was defined through Kathy who reached out to Jenny Arthur (in her role as former Administrator) for information: it is the existence of funds that have been given to the church to be used for specific purposes. This is usually through memorial gifts following the death of members. Such funds are set aside until there are needs in those specific areas.

As to the property holding discussed at the last meeting, Joe spoke with the attorney representing the donor of the property (see last month's minutes for more details) and that attorney will speak with the client and the conversation will continue.

Report from Administrator Claudia Pressley-Wise:

Update on 2015-2016 Pledges:

Claudia presented that pledges for 2015-16 are now totally \$506,099. 102 pledges no change; 39 down; 108 up; 38 new pledges (includes new members). Things are good, as Joe stated this is almost exactly what has been budgeted for.

Update on 2014 Auction:

Claudia stated that 22 people have not yet paid for their purchases, totaling \$2,794. She will write a note to each in case they need to pay or already paid and did not earmark it for Auction. Additionally, we discussed who will head this important revenue event for the church this 2015 auction. Kathy to confirm with a member thought to have committed to this.

Update on 2016 Rummage Sale:

Claudia reported that the office staff are thinking about getting a storage unit, as people call in throughout the year stating that they want to donate items but need to get the items out of their homes and cannot wait until the sale.

Status of Long-range and Strategic Planning Goals: Linda Randolph

Linda reminded the assembled that the Board is responsible to set one-year goals. She walked us through our own thinking about 1, 2, 3, 4-year goals, and ongoing goals to implement the mission and goals/ends, by gathering ideas for these during the meeting.

Effort to redesign Sunday morning:

Resolution of effort to consider re-designing Sunday mornings to accommodate more young adults, middle-age adults and RE parents in Adult Religious Education Offerings (e.g. Dialogues, Personal Beliefs and Commitments) on Sunday a.m. This opens opportunities and presents obstacles. This is an ongoing inquiry and there was no resolution.

Other information:

Kathy has asked Jon Coffee to update Board members' information on website.
September Board meeting Opening and Closings words will be offered by Lynne Mullins.

Respectfully submitted,
Barbara L. Taylor, secretary