

TVUUC Board of Directors  
December 20, 2015

*Present:* Kathy Bohstedt, Lance McCold, Marco Casteneda, Lynn Mullins, Ann Barber, Joe Viglione, Barbara Taylor, MaryJo Holden, John Mashburn

*Present Ex Officio:* Chris Buice, Claudia Wise, Jon Coffee

*Absent:* Laurie Knox, Linda Randolph

*Guests:* Lorraine Smith, John Bohstedt, Jodie Hamilton

Approved Minutes of November Board meeting with corrections.

**Update on the Auction**—John Mashburn:  
\$21,382.50 in database prior to expenses.

**Update on Christmas Eve candles** - Kathy Bohstedt

This is our trial year. Kathy & John Bohstedt, Dave & MaryJo Holden will usher and enact a positive attitude towards the children getting LED candles. Anticipation of procedural issues were discussed.

**Treasurer's Report.** (Available during meeting)—Joe Viglione

Joe walked us through the monthly update. He also gave an update on Gift Cards: the group has done a great job reducing inventory (our investment). We discussed "stale" gift cards. Michael Miller will also be at the Gift Cards table soon, with laptop, to assist buyers.

Update on the audit: an auditor has been selected. Due diligence was done prior to decision. Joe mentioned that the By-Laws include not only an audit each four years, but also bi-annual outside check of adherence to policies and procedures called "financial review" in our policies.

As part of the financial discussion, Claudia brought up need for her to access the stock brokerage account, as those currently approved are no longer in those positions (treasurer and administrator). By policy as soon as stocks come in as gifts, they are to be sold. A motion was made, seconded and approved to change names as "per office", so that Joe Viglione and Claudia Wise, as Treasurer and Administrator, will have this access.

**Leadership Team:** (Kathy Bohstedt)

This month's conversation with the Team centered around having a Mid-Year Congregational Meeting to rally the troops about our financial situation (January 24, 2016). After a more holistic discussion, we decided not to pursue this. In its place we will have a finance section in a worship service or other communication, in order to transmit information in a transparent way to the congregation. on this date or one close to it. This will be further discussed with Leadership & Worship folks.

**Finances as Related to Budgets, Staff Positions & Stewardship:**

**Membership Committee:** (Lorraine Smith's letter about Membership Coordinator Position) - Kathy and Lorraine and a letter from Joy Fels of the Personnel Committee:

The take-away opinion was that we are understaffed in the Membership area and there is a suggestion that it should be a half-time position, not fourteen hours per week. Lorraine stated that at the heart of the position is the path to membership, and detailed this to supplement the letter she wrote. Discussion in addition led to the statement that staff remuneration overall is unsustainable in the long term for currently held positions. No changes in remuneration and Chris' voluntary reduction in training opportunities were given as examples of this.

Added to this discussion was:

**Proposal from the Ministerial Internship Committee** had come in previously to fund the next ministerial intern and brought more specifically at this time.

Chris talked about meeting policy to have on hand three months operating reserve, and that we have 2.4 months at this time. We are staffed for more income than we have.

John B. mentioned marketing as being a part of this position. He continued to discuss his idea of the need for a membership coordinator and opined that a ministerial intern is a surplus, a gift to the denomination and the future.

Chris said that choices cannot be discerned at this time, in this budget year.

Lance stated that we need to re-evaluate staffing expenses as a whole, given this year's budget, and very likely next year's budget.

Jodie Hamilton discussed how important the membership coordinator position was to him and the stewardship campaign. It was phenomenal that there were so many pledge units this year from new members, and he credited Monique with that.

Discussion centered around numbers- what increases would be needed, in terms of budgets. Jodie pointed out that even though we are losing members, our pledging has been increasing. This, despite the fact that there are around 80 folks who do not pledge at all (out of 380 members).

Chris then brought us back to Teaming in staff. He also noted that there are other entities in the churches that may also have voices to advocate for staffing changes, e.g., religious education and music, and they are not represented in this meeting's discussion. He and Kathy further mentioned that we are using other methods to fund empty positions in the interim in order to save money.

MaryJo discussed lack of continuity in the staff, outlining the many changes in the last four years.

Chris talked about the energy and vitality in our entire congregation. Our church is open many hours per week, more than many other churches. What is the work that needs to be done?

**Stewardship** (Kathy—lead reader & Jodie, Stewardship Chair)

2014-15 Pledge Totals (attached)

Pledge totals 2015-16 (attached)

Quartile 2014-15 (attached)

Quartile 2013-14 (attached)

Past five years pledges (attached)

Communication Plan for Pledge Drive 2016 (attached)

Jodie stated that the campaign cannot focus on every aspect of the church, and the plan is to focus on how we are achieving our mission. He further noted that successful campaigns are built on positives, not negatives.

Jodie spoke to the multiple ways they will be reaching out to members, both prior to and after the Kick-Off Celebration Sunday.

John stated that inspiration is important, but delivery/machinery is imperative.

Discussion of Board and Staff contributions to 2016 Stewardship Campaign ensued. Jodie asked for and received commitments for Testimonials that can be delivered in writing or in person.

**Proposal Evaluation Team of the Endowment Committee:**

The Committee has asked for two Board members to join two Committee members to evaluate proposals. Lance and Barbara volunteered.

Volunteer for opening and closing words for Jan 17 meeting- John Mashburn

Next month's monitoring report: Pastoral Care & Membership (Laurie Knox)