

## TVUUC Board Meeting

March 18, 2018

**Board Members Present:** Denise Coleman; Ginna Mashburn; Lynne Mullins; Robby McMurry; John McNair; Bill Myers; Wendy Syer; Terry Uselton; Elnora Williams  
*Ex Officio:* Chris Buice; Claudia Pressley Visiting: Kathy Bohstedt

### **Treasurer's Report and Other Financial Information:**

Robby McMurry gave a brief Treasurer's Report, stating that spending so far this year is still within the budget.

### **Banners**

The Board had noted in previous meetings that the church needs new banners to serve two purposes: 1) a vertical banner to represent TVUUC at the UUA General Assembly (or other multi-church gatherings) and 2) a horizontal banner to be carried by TVUUC representatives in local parades and events.

Lauren Hulse created and presented two sample designs for Board discussion. It was suggested that Lauren should consult both Chris Buice and the TVUUC Art Committee before a final decision is made. Although formal Board approval of the design is not needed, we took an informal vote and decided that we prefer one design (with mountains) for a cloth banner for UUA events, and the other (with the new gold and yellow UUA "Side with Love" motto/logo) for a waterproof (vinyl?) horizontal banner for parades, etc. Both designs contain the complete name of the church ("Tennessee Valley Unitarian Universalist Church" rather than "TVUUC".) We also expressed a preference for slightly brighter color tones on the cloth banner, with contrasting (white?) lettering.

Bill Myers offered to coordinate the logistics of the banner creation after the final designs have been determined. (If possible, we will have the cloth banner made by the Sewing Group that meets in the church. We hope to have a new banner for use at the 2018 General Assembly, but we noted that this may not be possible.

### **Nominating Committee**

David Holden reported on the progress of the Nominating Committee in finding church members to run for the twelve open positions for the 2018-19 year. So far, seven persons have agreed to run, while the committee still needs to identify candidates for five positions. These five include President-Elect (although one person is considering the position now), Program Council Rising Chair, Nominating Committee Chair- Elect, and two positions on the Endowment Committee. The Nominating Committee welcomes suggestions from the Board for these positions.

The slate of candidates must be complete before the annual Church Meeting. **Note that the meeting has been re-scheduled for June 10.**

### **Transition to *Realm* Database**

TVUUC Staff and others have been available after Sunday services to assist people in accessing *Realm* and updating their own profiles. So far, 150 people have activated their *Realm* accounts. Mark Mohundro has volunteered to contact individual members directly to encourage and assist them in updating their profiles.

Board members could help in encouraging Realm enrolment and stressing that their participation will make the TVUUC office more efficient, in addition to assisting members with their own church activities and communication.

Claudia also mentioned that the church plans to stop using the *Vanco* program for payment/direct deposit of pledges and other donations. As the office does not have the ability to easily transfer donation information from *Vanco* to *Realm*, we should encourage everyone to enter payment instructions into *Realm* themselves (using the "Giving" tab.) Although there will still be a charge for direct deposit and credit card transactions in *Realm*, it is expected to be cheaper than *Vanco*. Before *Vanco* is discontinued, members using direct deposit and credit card charges will be notified of the change and asked to re-enter the information in *Realm*, if not already done.

### **Sales-in-the Church Policy**

Bill Myers and Ginna Mashburn presented an almost-final version of the Sales-in-the-Church policy, with application form. **The Board approved the policy as drafted, allowing for minor changes by Ginna and Bill before the policy is final.** They asked that any further comments be submitted to them today (Sunday March 18). Last minute clarifications include:

- The policy does not apply to any non-church groups who rent space in the church for their own events and will sell items or raise funds during those events.
- Some groups (such as Girl Scouts and Lonsdale volunteers) have been previously approved and do not need to be approved again. However, the Church staff would like them to complete the new form to have on file. The Church Office will have a list of groups which have been approved for fundraising.

The Board stressed the need to notify the Program Council of the new policy and to post the policy on the church website. The policy will then be effective immediately.

### **Music Report**

Leslie Gengozian gave a report on the music activities of the church over the past year, including TVUUC choirs, and programs by visiting musicians. Funds budgeted for music have been used to purchase sheet music, pay for visiting musicians (including substitutes), buy a glockenspiel for the Children's Choir, and tune/maintain the pianos. If there is money left in the music budget, Leslie plans to buy the *Sibelius* software for composing/arranging music.

Activities have included choir participation in an off-site memorial service, a Winter Solstice service, and coordination of two Coffee Houses (including one to be held next month for Jon Coffee's ordination.)

Leslie and John mentioned that *Realm* has already helped with choir communication.

One goal of the Music Program is to work with children and youth to assist and encourage them to transition to the adult choirs when their voices have matured (usually high school age.)

### **Right Relations Team**

Ginna gave an update on the plans for a Right Relations (Conflict Resolution) team. The church is now leaning towards contracting with the Knoxville Mediation Center to train members of this team. They are seeking a chair for the team who would be widely known and trusted by the congregation and request suggestions from the Board for this role. Once the team is appointed and trained, they will be able to use their mediation skills to assist other churches with conflicts, and, we hope, to have similar teams from other churches assist us as needed.

## Miscellaneous

- We have reached 45% of goal for the 2018 Stewardship Campaign. Thirteen Home Gatherings were held, including one at church. Hosts have been asked to send personal thank notes to those who attended. Denise Coleman is collecting, and will summarize, the comments solicited during the Home Gatherings.

It was decided to designate March 25 as a Donation Day, when members of the congregation can submit their pledges during the service.

- Jeff Kovac and Chris Buice are working on a revision of Chris's job description. They hope to have a new job description ready for discussion at the April Board meeting.
- There was a short discussion related to the time of the monthly Board meetings. Sunday afternoons can be difficult, but no time is perfect for everyone. The only clear decision was that we need to have one set time each month and not vary it from month to month. It was suggested that we could try a Doodle poll to seek better times. Stay tuned...
- A question was raised about the location of the Board minutes on the TVUUC website. They are entered into *Realm* by the Board Secretary (where they can be seen only by the Board) and then need to be re-posted to the website (under "Members" and then "Governance") by Lauren Hulse or Bill Pierce. \* It was discovered that minutes have not been posted since October and others are missing. This will be corrected. It was also suggested that the Board page on the website include a hyperlink to the minutes to make them easier for Church members to find.

\*After the meeting, it was decided that Robby McMurry would take over the job of re-posting the minutes to the church website. The missing minutes have now been added.

## Homework

- Bill and Ginna will finalize the Sales-in-the-Church policy, present it to the Program Council and make sure it is posted on the church website.
- Bill will coordinate the logistics of getting new banners made, after the designs have been finalized.