

TVUUC Board Meeting

February 19, 2019

Board Members Present: Athanathios Bayiates; Matthew Blondell; Denise Coleman; Debbie Ellis; Jeff Kovac; Ginna Mashburn; Robby McMurry; Wendy Syer; Terry Uselton;
Ex Officio/Visiting: Chris Buice; Claudia Pressley ; Mark Mohundro; Ken Stephenson

Financial Report and Discussion

Robby McMurry distributed a copy of the financial report through January, as well as a list of restricted accounts and the current balance in each. He noted that the expenses to date have been higher than the amount budgeted, but that the income was also higher, as a result of pledges received last year after the congregational meeting. This may result in a budget surplus for the year..

It was noted that TVUUC finance manual (policy) requires that we always have the ability to cover three months of expenses. In the past, this amount was kept in the form of cash, but the Board had voted last year to use the savings to pay off the mortgage and apply for a line of credit to satisfy this requirement. However the church was unable to obtain the line of credit from the bank we use (Home Federal) due to their requirement that a line of credit be approved for a specific purpose. It was suggested that any budget surplus now be put in savings until we again have the amount required for three months of expenses.

In the meantime, however, we will need to keep the three months of funding in savings, as before. As we currently have savings for 1 ½ months, we need to increase the reserve. Robby suggested that we put the “unallocated funds” into savings to bring the savings total up to the required three months.

There is also a CD that will mature on March 14. Robby suggested that we transfer the balance from this CD to the checking account. He also suggested that the checking account be used only to hold funds available for operating expenses and that the “restricted” funds be put in the savings account to avoid confusion. It was also noted that the restricted account for meals and social events has a negative balance of [\$1240.11]. It was suggested that the budget for next year include a line for the funding of social events that do not generate income. A more concerted effort is being made to keep the cost of the Fellowship Meals within the expected income. It was suggested that someone should make a budget request for the Fellowship Meals.

Before the 2019-20 budget is created, the Finance Committee must receive budget requests from all committees. **These requests should be submitted before the end of March so that the budget process can begin in April.** It is suggested that they submit requested both for “needs” and “wants” to provide some flexibility in budgeting. The budget can be approved by the Board in April or May and then presented to the church at the annual congregational meeting.

As the annual congregational meeting is on May 19, the Board will meet on May 14 to make a final approval of the budget.

Robby reported that he discovered that the church has been receiving small amounts of dividends since 2004. After investigating, he found that were holding stocks given to the church in the past. As church policy dictates that we not hold any “at-risk” assets, we should not have kept this amount in the form of stocks. Robby has worked with Bill Cherry (whose name was on the investment account) to sell this investment and convert it to cash. We will soon be receiving about \$7000 from this sale.

Personnel Issues

The personnel committee has already submitted their budget request for next year. They have also suggested that any unspent amount designated for the Senior Minister's professional expenses be used toward his sabbatical expenses.

Chris also noted that there will be some changes in the personnel structure next year. Pam Johnson (Ministerial Intern) will leave TVUUC to complete her studies at Meadville Lombard Theological School, Lauren Hulse will be leaving employment to begin a graduate program, and Juniper Stinnett may leave to begin a ministerial internship. This will create openings in the areas of pastoral care, membership, communication and youth group advisor, allowing for a reconfiguration of the staff responsibilities. Possibilities include combining pastoral care, membership coordination and youth advising into one full-time position, increasing the secretary's hours, and/or outsourcing social media and other technology duties. A more detailed plan will be presented at a future meeting.

Welcoming Congregation

Mark Mohundro gave a report on a new UUA certification process for Welcoming Congregations.

For the last 26 years, TVUUC has been certified as a "Welcoming Congregation" for LGBTQ and TGQNB* persons, under the official guidelines of the UUA (Unitarian Universalist Association.) UUA policy required that each church's certification be re-evaluated and renewed every five years, but this requirement has not been rigidly enforced. At the 2018 General Assembly, the certification process was restructured. Congregations will now be expected to follow five practices, and certification must be evaluated and renewed by the UUA each year.

The five practices are:

1. Become an official **Welcoming Congregation** through (re)application to the UUA
2. Incorporate **Welcoming Worship Services** into the church calendar each year
3. Recognize and celebrate **Welcoming Days of Observance** in some way each year
4. Provide one or more opportunities each year to experience a **Welcoming Congregation Module** (a seminar or webinar) and solicit feedback from participants
5. Give financial or other support to a **Welcoming Project**

Although not dictated by the UUA, the Board felt that the congregation should actively choose to re-apply for the Welcoming Congregation designation, even though we have held this certification in the past. To initiate this, Mark Mohundro and Jeff Kovac will work together to draft a resolution to be presented for a vote by the congregation in the annual May meeting, after the Board gives initial approval. Once TVUUC has been recertified, we will need to apply for recertification each year on the anniversary of that certification.

Mark observed that TVUUC already follows most of the five practices, but we will need to ensure that seminars/webinars are provided (Practice 4). He suggested that we will need a committee or working group to ensure continued compliance with UUA guidelines, and he offered to take the initial steps to form this group.

* TGQNB = Transgender, Genderqueer, Non-Binary

Stewardship Campaign

As of the date of the Board meeting, pledges received during the recent Stewardship Campaign totaled \$346,512, representing pledges from 146 pledging units. (In the campaign last year, pledges were ultimately received from 259 units.) To encourage more pledges, the stewardship committee suggests a three-phased approach:

1. In the next few weeks, volunteers will contact the pledging units that pledged last year but not this year. Bill Myers has asked Board members to volunteer for this project, probably involving telephone calls.
2. After that group has been contacted, contact will be made with members and friends who did not pledge either this year or last year. The best way to make this contact has not yet been decided.
3. The committee also urges that some form of stewardship effort take place all year round. This will probably require a new committee and chair.

For the first time this year, the pledge form offered an “Evergreen” option, with a promise to continue the stated pledge until the donor notifies TVUUC. This may make it easier to count pledged accounts in future years, but we should still contact Evergreen Members each year to suggest an increased pledge. We do not yet know how many people chose the Evergreen option as there has not been time to record all the data.

The question was raised about building into the annual budget an anticipation of donations which have not been pledged at the time the budget is created. (This is essentially a deficit budget, planning for expenses to exceed the income already pledged.) Robby pointed out that our budget already includes an anticipated amount of \$6000 not yet received in pledges.

Ginna Mashburn mentioned that a new member of the church works in fundraising for The University of Tennessee. She hopes to meet with him soon to seek advice on future fundraising efforts at TVUUC.

Minister's Report

Senior Minister Chris Buice reported on activities of the Worship Committee and plans for the period of his upcoming sabbatical (April through July).

There is now a guest speaker scheduled for every Sunday during the sabbatical period. Chris and the church staff are putting together a guide to be available to the staff and Board during his absence in case of need. In most cases, Claudia Pressley will be the first point of contact. Although Pam Johnson's official internship will be ending, she has agreed to remain until August 1 to handle pastoral care needs; other ministers in the community will be available to assist with both pastoral care and memorial services, as needed. Ginna suggested that the Board members make an effort to be more visible during Chris's absence, arriving a little earlier at church on Sundays.

The Worship Committee is trying to identify someone to fill the Worship Cluster Head on the Program Council. They are also planning to conduct a survey of the congregation to gather input on worship services. **They would like the Board to provide suggestions for two questions to be included in this survey.** Chris suggested that the Worship Committee first make a draft of the survey, and then the Board can review and edit or add questions as we see fit. We might try to incorporate the church's long-range goals into the survey questions. He also suggested that we invite Elnora Williams to the next Board meeting to discuss how services will be coordinated during his sabbatical. The Worship Committee will, like other committees, be submitting a budget request this year.

Endowment Committee Report

Terry Uselton and Ken Stephenson gave a report on the two projects which were awarded Endowment Funding for 2018 and 2019.

The start of the patio project (the 2018 project) had been delayed due to the unanticipated high cost of paving tiles. After further research and consideration, the committee has now decided to pay for the installation of pavers, at a cost of \$16,000, increasing their contribution for this project from \$15,000 to \$16,000 to cover this cost. This leaves no funding for new furniture or other improvements to the patio. The committee felt, however, that this would still be a worthwhile investment and that further funding could be sought at a later date to continue the patio improvement. The pavers will be installed by Nick Schultz; installation is expected to be completed by the end of March.

Work has already begun on the Welcoming Garden (2019) project in front of the church. A new water supply was scheduled to be installed on March 1, at a cost of about \$3400 [actually postponed due to weather.] Some plants have already been put in last fall, and spring planting will begin soon. The dead leaves provided by the city are being used for mulch and paths through the garden. When further funding is found, we hope to obtain gravel for the paths.

In January, the Endowment Committee will soon be accepting proposals for 2020 funding awards. They again anticipate that about \$15,000 will be awarded, but this may be divided among two or more projects.

Miscellaneous

- John Buehrens (former TVUUC Minister, and former UUA President) will be the Visiting Minister on April 7. As he has requested to meet with as many church members as possible, Ginna suggested that the Board have a potluck dinner with him at TVUUC during the weekend of his visit. **[Note: Later it was decided to reserve a room at 6:00 pm on April 6 at the Downtown Grill and Brewery, instead of a potluck. Members may purchase their own drink or dinner if they choose.]**

In order to increase the Board's knowledge of church functions and programs, Board members are encouraged to attend staff meetings, Program Council meetings, and Religious Education classes. An on-line sign-up form is available in Realm ([20190219 Visitation Sign Up Sheet](#) under Forms.)

- Be sure to sign up for visiting so we do not have too many Board members at one meeting.
- It has recently come to our attention that church guidelines require an annual review of the Board. This will begin in the near future.

Submitted by Wendy Syer, Secretary to the Board.

Board Agenda

Tuesday, February 19, at 7.00 p.m

Approve Minutes -- Wendy

Approve Financial Report -- Robby

Stewardship Committee Report -- Bill cannot attend, but Robby will update us on the campaign results so far, and Bill will send a report on the next stages, including ways he needs board member support.

Endowment Committee Update -- Ken Stephenson

Welcoming Congregation - Mark Muhundro

Caring Ministry -- Pam will be attending a conference but will send a report on the following: draft of Helping Policy, Worship Associate Training, and plans to prepare the congregation for Chris's sabbatical.

Strategic Planning -- Robby and Denise, sign-up sheet for attending RE classes, staff meetings, and/or Program Council

- [Sign-Up Sheet](#)

Minister's Report -- Chris

Tennessee Valley Unitarian Universalist Church

BALANCE SHEET

January 2019

Assets

Home Federal Checking	82,404.17
Home Federal Savings	24,142.08
Home Federal CD	56,265.03
Gift Card Inventory	32,203.40
Total Assets	195,014.68

Liabilities

Advance Pledges	13,420.00
Audit Payable	5,000.00
Total Liabilities	18,420.00

Equity

General Fund	54,858.26
Operating Fund	49,718.16
Restricted Funds	72,018.26
Total Equity	176,594.68
Total Liabilities and Equity	195,014.68

Tennessee Valley Unitarian Universalist Church

RESTRICTED FUNDS

January 2019

Restricted Funds

Memorials	9,749.89
Endowment Liability	1,125.00
Garden Endowment Project 2019/2020	7,390.58
Furnishings	500.00
Intergeneration Playground	248.98
Community Garden	492.11
Sacred Grounds	242.51
Memorial Garden Fund	3,549.69
Solar Fund	7,000.00
Special Music	552.75
Art Gallery	5,444.85
Flowers	2,003.85
RE Special Projects	5,726.53
RE Youth Trips Fund	3,034.12
Campus Ministry	115.10
RE Middle School Fund	47.45
Childrens Diversity and Justice Library	293.54
Leadership Development	150.81
Meals & Social events	(1,240.11)
Small Group Ministry	(111.39)
WUOT Underwriting	300.00
TVUUC Alliance	1,756.95
Fall Retreat	148.21
Personal Beliefs and Commitments	500.00
Minister's Sabbatical	3,491.87
Mountain Camp Scholarship	875.07
Ordination Account	636.28
Special Collections	1,064.95
Refugee Task Force	(23.77)
FISH	3,443.29
Family Promise	1,555.38
Volunteer Ministry Meals	258.43
Helping Fund	3,555.89
Women in Crisis	243.54
Haiti Education	60.00
Environmental Concerns	(121.35)
Social Action Grants	44.38
Hops and Hope 5K Run	1,471.56
Advancing Equality Fund	1,413.41
Black Lives UU	4,483.91
A Seat at the Table	544.00
Total Restricted Funds	72,018.26

Tennessee Valley Unitarian Universalist Church

BUDGET VS ACTUAL

January 2019

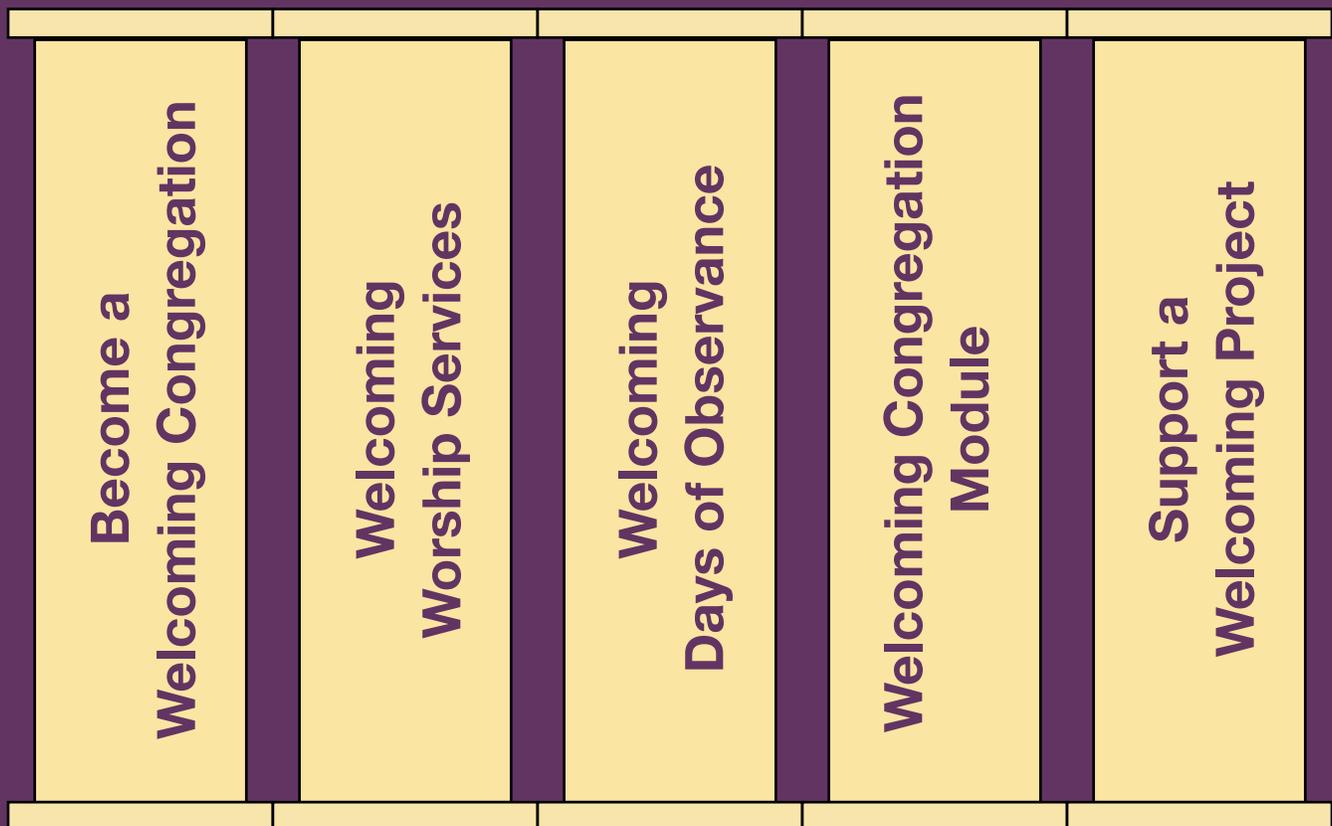
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Annual BUDGET</u>
Revenues			
Pledge Contributions	327,946.08	263,099.62	451,027.93
Share the Plate - TVUUC portion	7,460.65	10,769.22	20,000.00
Non-Pledge	5,935.52	9,333.31	16,000.00
Prior Year Pledges	-	6,000.00	8,000.00
Anticipated new pledges	250.00	3,500.00	6,000.00
Shopping cards	6,008.33	4,666.69	8,000.00
Auction	21,848.77	23,500.00	23,500.00
Rummage Sales	-	-	9,300.00
Building Rental	4,929.30	9,333.31	16,000.00
Other Income	588.23	941.62	1,700.00
Total Revenues	374,966.88	331,143.77	559,527.93
Expenses			
Personnel	251,789.70	248,554.57	425,102.71
Church Mortgage	641.51	-	-
Building and Grounds	41,592.70	42,957.67	73,641.78
Operations	16,340.06	13,454.09	23,178.44
Denominational Connections	11,610.00	11,610.00	23,220.00
Programs	3,274.75	6,591.62	12,800.00
Total Expenses	325,248.72	323,167.95	557,942.93
	49,718.16	7,975.82	-



LGBTQ+ / TGQNB*

Welcoming Congregations

Five Practices of Welcome Renewal



***All of who you are is sacred.
All of who you are is welcome.***



Unitarian Universalist Association

LGBTQ+ / TGQNB*

Welcoming Congregations

What is the Welcoming Congregations program?

The Welcoming Congregation Program was launched in 1990 to address widespread homophobia and the exclusion of lesbian, gay, and bisexual people within Unitarian Universalism, and religion writ large. In hopes of fully living into our UUA beliefs and principles, namely “Acceptance of one another and encouragement to spiritual growth in our congregations,” we instituted the Welcoming Congregations program. Our aim was to encourage and support congregations in their efforts to outreach and support LGBTQ+ members and their community. Since then, the UUA has approved more than 800 congregations.

In recent years, having won the fight for marriage equality in 2015, it had seemed as if the work of LGBTQ+ welcome in the UUA had been complete. While many lesbian and gay Unitarian Universalists may have experienced full inclusion, bisexuals continue to struggle for visibility. Likewise, the transgender community is fighting for viability and inclusion in a faith lauded as radically inclusive. These harsh realities reveal that we are not as “Welcoming” as we think we are.

What is the Welcoming Congregations “Renewal” program?

Many Welcoming Congregations confess to not having updated or reviewed their LGBTQ+ programs and outreach since the 1990s. As such, the UUA unveiled the Welcoming Congregations renewal program in 2015. Our goal was, “To honor your original pledge, it’s

essential that new people in the congregation understand your congregation’s commitment to this work and your original involvement in the program, and learn about the current needs and concerns of LGBTQ+ people.” Over the past three years, we have renewed 18 of our 800 Welcoming Congregations.

What is the Welcoming Congregations - Five Practices of Welcome Renewal program?

In 2018, we wish to be bolder with our Welcome. Transgender Unitarian Universalists are still struggling to find community in UU congregations. Bisexual UUs suffer from invisibility while asexual, intersex, and polyamorous communities are wrestling with a progressive faith that does not privilege their truth. These and the many more social ills that plague our LGBTQ+ and TGQNB communities are calling us into a deeper commitment to insure that our Unitarian Universalist congregations are living into the Welcome that we boldly proclaim.

As such, we are unveiling the ***The Five Practices of Welcome Renewal***, which are:

1. Become a Welcoming Congregation
2. Welcoming Worship Services
3. Welcoming Days of Observance
4. Welcoming Congregation Module
5. Support a Welcoming Project

Welcoming Congregations are congregations that are actively living into the Five Practices of Welcome by renewing every year.



Five Practices of Welcome Renewal

*All of who you are is sacred.
All of who you are is welcome.*

The Five Practices of Welcome Renewal are five benchmarks that every congregation will need to integrate into congregational life in order to ensure that lesbian, gay, bisexual, transgender, intersex, asexual, two-spirit, genderqueer, non-binary, and the like feel fully welcomed, centered, and embraced in our Unitarian Universalist congregation. Welcoming Congregations will be required to meet the following benchmarks annually in order to remain “current” as a Welcoming Congregation.

Become a Welcoming Congregation

***Becoming a Welcoming Congregation** is the expectation of every Unitarian Universalist congregation. While over 800 congregations are currently “approved,” the nearly 300 congregations that are not are encouraged to fulfill the original objectives of the Welcoming Congregations application.*

Welcoming Worship Services

*The second Practice of Welcome Renewal is incorporating **Welcoming Worship Services** into our ordinary calendar of worship every year. These services might occur during LGBTQ+ Pride Month or any other day of observance. An LGBTQ marriage ceremony, naming ritual, or remembrance ceremonies may also fulfill this objective.*

Welcoming Days of Observance

*The third Practice of Welcome Renewal is an annual recognition and celebration of the **Welcoming Days of Observance**. These days and seasons are important to LGBTQ+ / TGQNB communities because they bring visibility and affirmation after generations of invisibility and erasure. These days remind all that “All of who you are is sacred. All of who you are is welcome.”*

Welcoming Congregation Module

*The fourth Practice of Welcome Renewal is an annual opportunity for your congregation to experience a **Welcoming Congregation Module**. A WC module is a UUA approved seminar / webinar. Each year Multicultural Ministries office will offer at least one Welcoming Webinar engaging LGBTQ+ / TGQNB issues and topics. Welcoming Congregations may register for a webinar or may chose to sponsor a local seminar for it’s local congregation and community.*

Support a Welcoming Project

*The fifth Practice of Welcome Renewal is **Support a Welcoming Project**. Welcoming Congregations are congregations that give generously of our gifts and resources. To remain current, congregation may donate a sizable donation to a local and national organization, campaign, or project that uplifts the dignity of LGBTQ+/TGQNB communities.*



Five Practices of Welcome Renewal

*All of who you are is sacred.
All of who you are is welcome.*

How to Renew the Five Practices of Welcome

1.	Welcoming Congregation Approval	Visit www.uua.org/lgbtq and apply to become a <i>Welcoming Congregation</i> .
2.	Welcoming Worship Services	Include at least two <i>Welcoming Worship Services</i> into your liturgical schedule that uplifts the themes of LGBTQ+ / TGQNB welcome and inclusion.
3.	Welcoming Days of Observance	Celebrate, reflect, observe the <i>Welcoming Days of Observance</i> included on the <i>Welcoming Congregations Calendar</i> throughout the year.
4.	Welcoming Congregation Module	A <i>Welcoming Congregation Module</i> is a webinar or seminar made available to the congregation and community that informs, educates, and raises awareness about the issues and needs of the LGBTQ+ / TGQNB community. MGW will sponsor at least one <i>Welcoming Webinar</i> per year and programming resources for congregations to host a seminar of their own.
5.	Support a Welcoming Project	<i>Welcoming Congregations</i> are encouraged to donate to an LGBTQ+ / TGQNB organization, campaign, or project of their choice. For a list of suggested projects please contact lgbtq@uua.org .

- In order to remain “current,” Welcoming Congregations must renew the Five Practices of Welcome every year.
- Upon completion of all five pillars, the chair of the Welcoming Congregation committee will complete the automated renewal form.
- Upon review, the congregation will be renewed as “current” and receive a Five Practices of Welcome award letter and certificate for the year.
- The Five Practices of Welcome Renewal is per 12-month intervals, beginning October 2018.
- Members of a Welcoming Congregation “current” in the Five Practices of Welcome Renewal will receive a ribbon to wear at General Assembly.

For more information on the Five Practices of Welcome Renewal, please visit www.uua.org or contact lgbtq@uua.org.

March 3	What would a UU have to do to end up in the penalty box> We are the traffic		Rev. Chris Buice
March 10	Is Poor a four letter word?		Rev. Chris Buice
March 17			Pam Johnson
March 24	Keeping the Sabbath	Y	Rev. Chris Buice
March 31			Catherine Farmer Loya
April 7			John Buehrens
April 14	Baisakhi which is on April 14, 2019 a spring harvest festival celebrated across all religions in India - both under Hinduism and Sikhism		Viren Lalka
April 21	Easter Sunday/Flower Communion	y	Pam Johnson
April 28	Music Sunday/Paul Robeson?		Leslie Gengozian
May 5	Beginning of Ramadan		Aisha Brown
May 12	Mother's Day		Lauren Hulse
May 19	RE Recognition	Y	Catherine Farmer Loya
May 26	Soul Repair		Umoja
June 2	The Radical Gospel of Frederick Douglass		Erven Williams
June 9	Pentecost		Pam Johnson
June 16	Reproductive Justice		Mark Mohundro
June 23			Renee Kessler
June 30			Juniper Stinnett
July 7	Judith Sargent Murray		Gordon Gibson
July 14			Jon Coffee
July 21			The Accidentals Tina McMillan
July 28			Pam Johnson
August 4			Elandria Williams
August 11	Intergenerational water communion		Rev. Chris Buice
August 18			Rev. Chris Buice