

# Minutes for the Board Meeting of the Tennessee Valley Unitarian Universalist Church, December 19, 2023

**APPROVED**

In attendance, virtually and in person (in alphabetical order):

Rob Bray, Chris Buice, Bill Cherry, Eddie Chin, AB Coleman, Denise Coleman, Lynn Hixson, Jack Hulse, Roy Kersey, Heather Kistner, Barbara Lamm, Catherine Farmer Loya, Devon Miller, Jeff Mellor, Claudia Pressley, Mary Rogge, Ken Stephenson, Bella Thomas-Wilson

## **1. Opening Words Mary Rogge**

At Eddie's invitation, Mary began the meeting with a reading from Kahlil Gibran "Work is love made visible."  
[09:43]

## **2. Announcements. – Eddie**

Eddie opened with the previously announced agenda items.

### **a) Minutes of November 21 Board Meeting**

**Rob moved, Heather seconded acceptance of the minutes of the September 19, 2023 Board meeting. Unanimous. [10:26]**

### **b) Congregational Meeting**

The next Congregational Meeting is on for January 28 and will require Board attention in coming days.

### **c) Board Auction Item**

The Board will again be hosting the Ruth Martin Chili Game Night on February 17. [11:02]

### **d) 75<sup>th</sup> Anniversary**

Eddie has received a message from Lynn Strauss with information about the church anniversary when she was our Senior Minister. Her best recollection was that a Ceremonial Potluck was held. Similar plans for this year are in initial stages and heading in that direction. [12:16]

### **e) Staff Bonus**

Eddie noted that the Board vote on staff bonuses was held on December 15 and was approved unanimously by those voting. One youth member had not been able to submit a vote, so the final tally was 12.5 to zero for passage, though it had been clear from the outset that the Board was strongly in favor of approval. [12:58]

### **f) Membership Changes**

Mark Mohundro's health issues have caused a postponement of his status report. [13:03]

### 3. Minister's Report for December 2023

NB: A new procedure was instituted that the Minister's Report would be provided to the Board in advance with questions and discussion to follow. The report submitted read:

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#### Minister's Report to the Board for December 2023

##### 1. Identify, develop and grow the necessary human resources essential to TVUUC's growth and influence as driven by its mission

Reworded in spiritual/inspirational terms: **Fan into flames the gifts that are within each person so as to empower all to find their ministry.**

The accomplishment I am most proud of for this program year is the work that David Asbury and I have done to rejuvenate our music program. When we hired David the youngest members of our choir were near retirement age. I worked with David to compile a list of church members and their musical skill sets. Using this list he was able to recruit new choir members and musicians many under the age of 40. We see all this work on display in our holiday events Intergenerational Pageant, Christmas Carol Sing-a-Long, Winter Solstice Spiral. The whole staff team contributed names to the list, an example of good teamwork.

Another accomplishment has been working with David in identifying musical resources beyond the gray and teal hymnals. In all probability the next UU hymnal will be a Virtual Hymnal. David and I created a shared document to catch and capture music that is becoming popular in other UU congregations but cannot be found in one centralized location yet. Once again, we enlisted the staff team to bring the music they were hearing at UU events and add it to our list. This new set of hymns has been instrumental in attracting new members into our music program.

This month I have worked with Catherine Farmer Loya toward the goal of recruiting 4 new religious education program volunteers for 2023 to allow us to expand our Sunday morning programming. I have approached church members about volunteering and created social media posts to advertise the openings.

The TVUUC staff continues to be grateful to the Board for moving our meetings away from Sunday mornings after church. This has resulted in increased time visiting with new people and learning more about their skills and interests and helping them connect to the ongoing work of the church. Creating a culture of hospitality

##### 2. Grow TVUUC's financial resources to provide secure and predictable sources of funds and a reasonable cost structure.

Reworded in spiritual/inspirational terms: **Fostering a culture of generosity by encouraging commitment to membership and giving/pledging.**

The Executive Team under Claudia Pressley's leadership has initiated an experiment in reimagining how we "pass the plate." Since more folks are giving online through Realm or text or kiosk we are discontinuing the literal passing of the plate. People can drop donations in the plate by the ushers as they enter and exit (soon to be replaced with donation boxes if the experiment succeeds) and give with their phones (or kiosk) otherwise. This experiment will be evaluated after two months to see if it leads to an increase or decrease in giving or has a neutral effect.

This year the auction beat its record for the most amount of money raised. Woot! The Executive Team supported the Auction Committee's reimagining of the work even though some changes involved creative risk-taking. First, the whole auction was online. Second, the emphasis was on affordable social events (rather than limited high bidder events.) Both risks paid off in spades. During the time of the auction I augmented our social media publicity with additional posts that included a direct link to the Auction bidding site to all our social media accounts. This was helpful in reaching newer members who had not participated in the auction before.

I am currently working with our Stewardship Drive to plan the campaign for the 2024-2025 fiscal year. The theme for our Stewardship Sunday on February 11 will be "Love at the Center: Having a Generous Heart. I will be coordinating with the committee on placing Stewardship testimonies in service for the month of

February to lift up the campaign in the worship context.

3) **Create a fast, focused and flexible** structure to optimize and focus TVUUC's resources on accomplishing its mission and shared vision.

Reworded in spiritual/inspirational terms: **Empower TVUUC to be a visible, vocal, leader in the community able to act quickly in the interests of social justice and environmental responsibility. Foster a culture of hospitality so our congregation can be a meaningful community center where people of all faiths find common ground and work for the common good.**

Last week I went on a hike with David Ostermeier who was president of TVUUC when the Program Council was created. He was gratified to see how effective it has been in launching and coordinating programs in recent times. This First Sunday potlucks are an excellent example of the communication and coordination among many different programs to pull together and All Church Events. I think we all owe Barbara Lamm and Betty Bumgarner a debt of gratitude for refining the work of PC and making it so very effective.

On Saturday I gave the invocation for the Inauguration of Indya Kincannon to her second term as Mayor. Present in the audience was another church member, Seema Singh, who has announced her campaign for the state legislature. TVUUC is doing its part to equip folks for the next generation of leadership in democratic elections and processes. Click on the link to see the prayer Inauguration Prayer 2nd Term - Google Docs

I wrote a guest column for the Knoxville News Sentinel about interfaith work for peace. Here is a link for KS subscribers. I will send another version separately for those who do not have subscriptions Knoxville News Sentinel Subscription Offers, Specials, and Discounts (knoxnews.com)

This month I was asked to serve as the mediator at a forum at Temple Beth El that involved two sides to a dispute over the role of politics in the life of the synagogue aka, "When does social action work cross the line into partisan politics?" This speaks to the level of trust in interfaith circles for my public ministry. I believe I represented TVUUC well.

The Reverend Harold Middlebrook has invited me to represent TVUUC in the Emancipation Proclamation Celebration organized by the NAACP on January 1, 2024 at Mount Zion Baptist Church. Also, KICMA (Knoxville Interdenominational Christian Ministers Alliance) has asked TVUUC to host this year's Good Friday Service which is a Stations of the Cross Service supported by some of the best known African American gospels songs (both in performance and congregational singing.) It would be great to have members of the Board (and the TVUUC community) at these events to demonstrate our shared commitment to the 8th Principle of dismantling racism in our community.

In January I will begin Conflict Resolution training through the Knoxville Mediation Center with fellow members of the KICMA (*Knoxville Interdenominational Christian Ministerial Alliance*). This is first rate training that will cost the church nothing. It is part of the City of Knoxville's efforts to increase conflict resolution literacy.

I participated in the December Clergy Caucus for Justice Knox. I also supported the JK team through attendance at the action on November 13 and the training on December 4.

I assisted in the publicity for our Family Promise Week by inviting newer members to participate. Both my sermon and newsletter column made plugs for volunteers for the program. I also took two shifts as overnight host.

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Additional discussion highlighted the need for more RE helpers in addition to the 35 already active. Our hosting the Good Friday multi-racial service will provide excellent support to our living the Eighth Principle. Also church participation in the January 1 Emancipation Proclamation Service organized by KICMA at the Mt. Zion Baptist Church serves the same goal. The more Church members participate in this uplifting and very moving Good Friday service, the better. We will need to find funding for the reception following the Good Friday event. Chris expressed interest in supporting Habitat for Humanity projects if we can find suitably interested and gifted persons in the church who have the construction skills to carry them out. [26:07]

## 4. Updates

### a) Staff Bonus

Claudia reported that staff bonuses have been processed by the company that handles our payroll and will go into their bank accounts tomorrow. These bonuses include all employees but childcare staff and sextons. She submitted this report via e-mail:

### Director of Finance & Operations Board Report Dec. 19, 2023

### b) Heska Amuna

The result of the recent congregational meeting of Heska Amuna prompted this letter:

Claudia,

It is with great sadness that I must inform you of our congregation's decision to stay at our current location and begin repairs on the building. The members of my committee and many others in our congregation were deeply disappointed with that choice but the majority of the congregation made it clear that they did not want to leave the building. It is hard to express how grateful we are for the manner in which you, your leadership team and your congregation have reached out to us and made us feel so welcome. You are all to be commended for your warmth and hospitality. Perhaps going forward some opportunities may present for some joint programming between our two communities. I thank you again for all you have done for us.  
Sincerely Frank T Floyd

### c) Welcome Garden

Some key facts:

Building and Grounds will be the umbrella committee that this Task Force works under. For those who are unaware, at this current time, Building & Grounds is an Executive Team committee (not a Board or Program Council committee), that is advisory in nature and follows the directives of the Director of Finance and Operations. Because of that structure, I will be the Chair of this Task Force.

Our directives are very clear and time sensitive.

Our goals are to develop a plan by Feb 28, 2024 using the key components of:

**Safety** (visibility for incoming/outgoing traffic, police patrolling our grounds as we deal with increasing homeless/transient populations, etc.)

**Aesthetics** (developing a wildflower area that also has a landscaped component. Adam & Oliver Dattillo will be our advisors in this area)

**Maintenance** (what is realistic to expect that volunteers will be able to maintain long term)

**Finances** (what increased operating expenses will we need to build into our 2024/25 budget to allow us to maintain this area)

The Task Force is to:

1. Review the original plot map that Doris Gove presented to the Endowment Committee. This was the only focus of our first meeting on Oct 29.
2. Using that information, we will identify the original plants and then determine which ones are still flourishing. Of the flourishing plants, we will determine if any need to be relocated to other areas of the church grounds because of their size or height and possibly replaced with smaller or shorter plants. Doris Gove and Mary Rogge are conducting walks that will conclude this Sunday, Dec 24.
3. All other plants that have sprung-up organically or have died will be marked and included in the plan to either relocate or remove them.

4. Looking at the original plants the Task Force will develop a diagram of the Welcome Garden area that will have defined borders so that our lawn care company can maintain our Front Lawn area including the area up to the Welcome Garden.

On or before Feb. 28, 2024, we will present our budget requests to the Finance Team to be included in the 2024/25 Operating Budget.

This group has completed step 1 and will have step 2 completed by Dec 24. They are on target to complete their goals by Feb 28 to present to the Finance Committee.

**d) Misc. Updates**

The combined Stewardship/Worship Committee/Staff experiment of not “passing the offering basket” will have an update at the Jan. Board Meeting. We will also be implementing a new attendance reporting structure beginning in January.

22 new people have been entered into REALM in the last 30 days. There will be follow-up with all of them.

**e) Our November Giving trends:**

Week 1 (Nov 1-6) \$10,807

Week 2 (Nov 6-12) \$4,664

Week 3 (Nov 13-19) \$14,509

Week 4 (Nov 20-26) \$ 6,706

Week 5 (Nov 27-30) \$ 17,923

This reflects all total contributions

We have had 6 first-time givers in the last 7 days

149 giving units have scheduled contributions (auto-drafts).

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In further discussion, Mary informed the Board that sources for additional plants/plantings have been identified that will not result in added expenditures. The finance plan will include funding of longer term maintenance and upkeep for the Welcome Garden. The playground upgrade is complete and the sod will be helped by recent rains. Diane Fox’s communication about cleaning of our facilities revealed that we had had to reduce very substantially staff and time devoted to cleaning. It was made clear by several people that John Montgomery does an excellent job, is very responsive to specific requests, possibly even devotes more than his allotted time to custodial duties, but only is budgeted for 12 hrs./week, which is not enough time to actually perform all the work needed for a building this size with all the activities taking place here during the week. [36:46] Claudia recommended that Diane write a note to the Board and Finance Committee requesting additional funds in next year’s budget for this purpose. This could include hiring an outside cleaning service for some of this work and Claudia had had conversations today with a local cleaning company that services several local churches. They will appear in January to provide an estimate that would provide numbers for the Budget Committee and Board to consider. Eddie reported recent conversations with John noting that John would be open to taking on additional hours. Bill Cherry said funds could be found to do this bridging over to the next budget year. Further conversations with John, Claudia noted, will establish what additional duties he would readily assume and which matters should be dealt with by other means, such as by an external cleaning company with the appropriate supplies and equipment for those purposes. [46:02] Bill reaffirmed his readiness to provide funds to solving the problems discussed, but stressed that we should be solving the *right* problem with those funds. [47:51]

**5. Current Projects - Heather**

Heather reviewed the transition role she is in during this year as she readies herself to assume the Presidency

next year. One of her steps in this process has been to confer with Elnora regarding the Worship Committee. These conversations have extended into a deeper discussion about how the service occurs, its scheduling, its preparation and participants plus other matters. Beyond these matters, Stewardship issues arose and the interactions between the Stewardship Committee and the Worship Committee were touched on. Another issue of mention was that of overall Church security, especially among everybody involved in church affairs with whom we work. She referenced her intent to get together with Mark Mohundro and to explore the ways in which new members are integrated into Stewardship and eventual support of the Endowment Fund. She referenced her extensive list of little details, such as knowing *which* names are attached to *which* email lists, e.g. <board@tvuuc.org>, attention to which allows the Church to function and grow more effectively. Another possible matter of interest: do the individual youth reps ‘gravitate’ to a particular Board member? And should this be a reason for developing a closer working or mentoring relationship between the youth member and Board member? Along these lines, Jeff suggested that in his role as Secretary, it would be helpful to have a mentoring / transition / training relationship with the next person to assume that role. [56:47]

## 6. Postponement of Membership Affairs

Claudia reported that Mark Mohundro’s fall and surgery have made it imperative that he hold back from all work-related activities until he has sufficiently healed. Mary offered to provide a get well card that each of us could sign. Matters that Mark would have addressed today are to be moved to the January Board meeting and probably focus more on Membership policy. [62:34]

## 7. Presentation of the Strategic Planning Committee

AB began reporting on Strategic Planning issues with a quick update on the history of this work. [63:06]

The first major issue involves BY-LAWS. The process of updating by-laws has been going on for at least three years. Updating by-laws has been undertaken in order to facilitate church action in keeping with our **SHARED VISION**, which is a convenient shorthand term for **mission, values, covenant** etc. [66:45] Our by-laws and the cumbersome process for changing them have been revealed to be biggest constraint in undertaking actions in keeping with our shared vision. **Policy governance** of the church requires two things: 1) a much larger church and membership, and 2) a hired staff supported by a membership of that size. Given the size of our church and its needs, UUA recommends a **Strategic Board Structure** rather than a policy Board structure. The Strategic Planning Committee is examining the by-laws in order to identify the changes necessary to usher in this structural transition, so that desired actions in keeping with our shared vision are carried out quickly and efficiently. [70:36] The revised by-laws are intended to provide guidance, but refrain from detailed — sometimes paralyzing — procedural strictures.

The second major component is church leadership. The terms currently in use in Strategic Planning discussions on leadership structures are a) **Management Team**, and b) **Board**. [71:08] The Management Team embodies the fact that the church is a 501c3 enterprise that doesn’t have profit as an objective, but rather sustainability, where revenue-raising, budgeting and disbursement procedures achieve that objective. The other structural side of the church is its ministry, the church service, and ‘why people come to the church’. Different skills are required for its ministry. Using a restaurant metaphor, AB talked about the kitchen and the dining area. People come to the restaurant for the dining experience, that is *its* ‘ministry’. But, an effective kitchen is essential for a good dining experience, except that this ‘business side’ remains hidden from view. The Board is responsible for business side of the church. The Board must keep things operating (building upkeep, parking lots functional, meeting spaces clean and inviting, and financing these items) so that the ministry — church services, RE, pastoral care, etc. — can provide the members with reasons to keep coming to church. [73:34] The Board sets policies and priorities, monitors actions, raises funds and provides accountability to support the ministry.

The third leg of this structure is its hierarchy. [73:48] Hierarchical structures of businesses and service organizations differ markedly. Businesses are hierarchical. To get action, a request - wherever registered - first goes to the top, where the approval for action is given, and that decision is transmitted down the chain of

command for execution. Service organizations have a more horizontal structure. A request for action may be registered at any one of a number of organizational levels with the expectation that some action will result with reasonable promptness. Because of this the Steering Committee is striving, to the extent possible, to provide a horizontal structure, avoiding the delays imposed by hierarchy (*‘Let me check with my superior and I’ll get back to you.’*) while empowering persons at many levels to meet legitimate requests promptly. Distributing this authority to more people at various levels also requires oversight to assure that the powers are being exercised responsibly and effectively in accordance with the church shared vision. [75:00]

The central question in writing the by-laws is ‘How do we make sure that our policies empower people in various roles in the church to act responsibly on their own and not have to run decisions through a superior?’ Consequently, the actions by persons empowered to take them must be measured and the accountability for performance must be assessed to verify success in producing smooth, prompt and responsible action. Currently, the church identifies a plethora of terms — **task forces, teams, committees, programs, etc.** — doing church work. Common operational definitions of such groups, outlining the responsibilities and duties of each, both streamline action and promote general understanding of how the church functions. In its current draft form, this document is entitled ‘TVUUC\_2023 Bylaws\_ChangeV2a.docx’. An example of terms and definitions proposed in that document is: **Standing Team**. One possibility is that the current Worship Committee might be renamed as a Standing Team for Worship. Standing Teams are components of the Management Team, the ‘business side’ of the church.

The proposed definition of what a Standing Team is to do might be variously termed an Effort, a Project, an Initiative, or a Process. The choice of a particular term depends on whether these outcomes are short-term, have a clearly defined goal, are otherwise time-limited, and other factors. [79:15]

Moving from these definitions to actually achieving a result might likely require *training* leaders in their roles, responsibilities and powers. Leadership Development (aka Nominating Committee) certainly identifies candidates for specific leadership roles, but does not necessarily ascertain whether the candidates command all the skills and experience to carry out these roles successfully. Many individuals might be willing to fulfill a role, but not yet able. Leadership training can thus become an essential component of favorable results. Overall, we need a way to motivate church members who are both willing and able to fulfill leadership roles in the church to step up. [80:56]

Heather and others brought up the example of the Stewardship Committee in this situation. The number of persons who have the time, the skills and freedom from other commitments to work on Stewardship seems small and thus recruitment is a perennial issue for this critical task. Inspiring additional individuals by giving them assurance they will have an important voice in the process for Stewardship is critical. [82:25] Discussion broadened to other roles. Central to developing leaders is a well-defined and broadly understood clarity of how additional people can join in and contribute new and innovative skills to any number of church activities: stewardship, choir, potluck, rummage sale, AV within the church building and AV for distance worship. [87:41]

Returning to the two-fold leadership structure of the church — a) **Management Team**, and b) **Board** — , AB asked the Board to reflect on how these two pillars can most effectively work together, share information, recruit participants and support each other. The term **Volunteer Team** is proposed for the activities organized under the aegis of the Board, the ‘ministerial’ or ‘experiential’ side of the church. How can people organize, recruit skilled and willing volunteers (whether members or non-members), define a goal of action and get to work? This is essentially what is meant by Volunteer Teams. The current organizational and communications and technology structure doesn’t really support these initiatives. For example, assigning a church communication account to persons involved in such initiatives would be one way to help, but that is not foreseen or authorized under current by-laws and procedures. Heather endorsed Steve’s outline of communication flows among all these focus points.

AB exemplified the negative effects of a structure not suited to getting results. The AV support group, which at one time had several more participants, has now dwindled to about four members. [89:57] Another example is the Sustainable Strategies Team. He identified the following critical support components in the transition phase.

The preeminent role of the President was emphasized. AB, Denise, Frony Ward and Doug Cox — based on their extensive experience in organizational affairs and reorganizations — had provided guidance in the

process of revamping by-laws and would continue to do so. [92:45] Support of the Personnel Committee needs to be maintained. To assist the President in organizing these strands of effort and groups of individuals, the Strategic Planning Committee has proposed formation [91:23] of an advisory group of previous Presidents for the President in office. Later discussion accepted the title for this group **Council of Past Presidents**. [97:26]

AB clarified that the larger overall long-term project of reorganizing church affairs outlined in his presentation will NOT be the subject of decisions in the January Congregational Meeting, where only the narrower textual by-laws changes will be offered for a vote of approval. For the present, only these relatively minor by-laws changes will be offered that can enable future, more far-reaching restructuring to be considered in a more streamlined manner. [98:11] A person, yet to be designated, will be charged with answering questions in the Congregational Meeting about the rationale of the proposed by-laws changes. The document duly distributed to the Congregation in advance of the meeting will clearly identify the precise changes in wording. A video for this purpose is also envisioned.

At its next meeting prior to the January Congregational Meeting, the Board will vote to recommend the by-laws changes for adoption by the Congregation.

Heather reiterated the importance of a spokesperson able to state in everyday accessible language the meaning and intent of the more formal language of the by-laws. [100:11] Clarity on the effect of by-laws changes when we are trying to remove specificity and strictures in the current text remains essential when we are attempting to recruit future leaders so that they have a straightforward understanding of the roles and powers they will have when they accede to the office for which they are being recruited. Unambiguous understanding of our by-law text underlies our devotion to the 5th Principle: “The right of conscience and the use of the democratic process within our congregations and in society at large.”

Chris asked what plans had been made to run the proposed changes by a lawyer, possibly a member of the Congregation, prior to their presentation to the Congregation similar to the way that wording changes in UUA documents are treated. AB said some of this had already been done and had resulted in adjustments to the text. Similarly, the Endowment Committee has been and will be consulted in this process.

Bill reminded us that often the very first question to arise when any such wording changes are proposed is: “What is it that we are trying to fix?” A clear definition of the problem (or problems) is essential to an effective disposition of the process. [106:36] Such a definition helps participants not already deeply immersed in the issues immediately grasp the rationale for the changes presented. This suggestion met with immediate thanks and acceptance. [107:37]

Chris’s experience with the UUA Board emphasized the need to make crystal clear that the intended changes are not to enable a power grab or advance an act of tyranny, so preparation for these worst case interpretations must be framed to proactively address them if they arise.

Several Board members repeated the need for two or three bullet points stating succinctly the need for and purpose of the by-laws proposals, as Bill had stated earlier. AB said he had been drafting text along these lines. [113:48] In support, Jeff reported a recent conversation with a long-time church member who asked why we even need a January Congregation Meeting. Jeff explained that having fixed definitions in January of duties for offices voted upon in June prior to candidate recruitment in Spring gives potential candidates a clear picture of the obligations they are considering. This satisfied the church member who had posed the question. If that long-term member had had that question, then it is a reasonable assumption that this question might be widely shared in the church at large. [115:31] Denise agreed that this was one answer to the question Bill anticipated earlier of WHY we need another Congregational meeting and WHAT problems are we attempting to address with our actions.

AB continued the discussion noting that the proposed by-laws had already undergone changes and that others would follow. He also proposed eventually adopting automation measures to help members stay abreast of the changes in TVUUC policies and the documents that contain them. Among the suggestions he advanced were clickable parts of the text that would immediately retrieve items like GOALS and MEASUREMENTS OF SUCCESS simply by clicking on them in an on-line document. This is known as *hypertext*. This would consolidate documentation of our policies and ease understanding of them. He then reviewed some software tools available enabling this at no or negligible cost. Because some of these tools, such as Realm, are already in use, adopting new ones might involve costs in time or funds we would not want to incur. [127:08]



In the Document <TVUUC\_2023 Bylaws\_ChangeV2a.docx>, AB touched on each of the sections edited or added and noted that some additional changes are already in the works, such as the reintroduction of the position “Treasurer-Elect”. In future years, the January meeting will not always be considering by-laws changes, but on other matters requiring attention. Adjustments in presidential succession promotes greater continuity and stability in leadership over more than one term of just one year. He also reviewed the recommendation to be included was the Council of Past Presidents, discussed earlier, to advise and support the current President. [132:16] In keeping with the two-fold structure of Church Leadership, the Executive Team is renamed the Management Team, consisting of the RE Director, Director of Operations and Finance, Senior Minister, and Director of Music. The idea is that these four individuals will sort out their respective responsibilities to assure smooth church operations day to day. [134:38] For the Program Council, two persons are required, one to focus on the information in REALM, largely database issues, and the other, who understands how the programs operate and keeps in touch with the persons in their respective program areas. This second position appears to be a full time volunteer position, given the scope of tasks it faces. [135:53] The provision of two co-chairs for each committee under the Program Council heading is intended to increase accountability.

Other adjustments were discussed, for example, the use of the term task force should be limited to short-term goals and activities rather than those stretching over a period of years. Further discussion involved similar terminology changes as well as permitting the extension of tenure for certain positions requiring special skills or for which recruitment is particularly difficult. [146:10]

The fact that these current changes in the by-laws will be subject for further specification and change as we move forward was discussed. Terms such as ‘tentative’ or ‘provisional’ were suggested as ways to address this situation. [150:25]

Claudia asked what was the effective initial date of new organizational structures if the Congregation approves them in January, e.g. making the position of the Music Director full time. It emerged that the decision in January would define the structures to be in place on July 1, 2024. This would give the Finance, Personnel and Budget committees time to arrange to pay for the changes involved in Spring 2024. [158:12]

## **8. Adjournment - Closing Words – Mary Rogge**

Mary closed the meeting with a reading of a passage wishing love, strength, faith and wisdom for the participants. [161:47]

**Respectfully submitted,  
Jeff Mellor, Clerk-Secretary**