

	<p>Minutes for the Board Meeting of Tennessee Valley Unitarian Universalist Church</p>	<p>Tuesday, May 20, 2025 APPROVED</p>
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Attendees (virtual attendance marked with *):

- Board Members – Heather Kistner, Eddie Chin, Maddie Kulpa, Steve Drevik*, Noel Arring*, Rob Bray, Mebbie Jackson*, Roy Kersey, Bella Thomas-Wilson, Devon Miller*
- Ex-Officio Members – Claudia Pressley, Catherine Farmer-Loya, David Asbury, Barbara Lamm, Carol Villaverde*
- Guests – Nick Potter*, AB Coleman*, Don Horton*, Mary Rogge, Carolyn Rogers, Michael Miller*

Meeting chaired by Board President Heather Kistner

Minutes recorded and submitted by Board Secretary Maddie Kulpa

Opening Words were read by Maddie at 6:03 pm.

Congregational Comment: none

Consent Agenda

- Minutes from April
- **Approval of the April minutes was moved by Maddie and seconded by Eddie. Passed unanimously, no negatives, one abstention.**
- It was asked if the Right Relations charter had been posted to the governance manual; Maddie responded that she would need to obtain a clean copy from Kathy Greenberg and then she will submit it for posting.

Board Committee Charters & Hiring Policy

- The board reviewed charters and policy as revised by Noel. Various aspects of the charters provided were discussed. The Buildings and Grounds charter was not previously submitted by that Committee, as it is still in the reforming stage, and so was drafted by Noel.
 - A questions was asked about the B&G draft including that the DFO would act as a co-chair; Noel responded that it was a suggestion based on

benchmarking she had done and could be revised by the Committee if desired.

- Roy stated his belief there should be metrics written into the charters so that the committees can be accountable for specific goals. Noel responded that she believes congregational visioning would need to come first, to make sure goals and metrics are in line with the congregation's mission.
- No substantial revisions were requested. The charters will be forwarded to the various committees with a request for final versions to be sent back for approval in June.
- New revisions to the hiring policy done by Noel were discussed. The substance of the edits was to reflect that the entire Management Team is now a peer group that reports to the Board, and to reflect that reality in the hiring process.
 - The same process will be followed to have the hiring policy under final review by the Personnel Committee, and sent back to the Board for a vote in June.

DFO Search Committee Update

- The meeting moved into executive session to discuss the DFO search and job description.

Leadership Development Committee Update

- The candidate slate for 2025-26 elected leadership was presented by AB Coleman.
- This slate is still in progress, a couple of people have not confirmed, and one slot is yet to be filled. Therefore, this slate is not public knowledge at the time of this meeting. The Leadership Development Committee will submit a final slate for the congregational meeting.

Draft Budget Review

- Treasurer Steve Drevik presented the most recent version of the proposed budget for 2025-26. A previous information session had been scheduled and was attended by some members of the Finance Committee and of the Board.
- Overall, the budget is close to last year's with some adjustments being made based on pledge income projections. A few expenses have been added back that were not present last year, such as funds for the Music Program, Kitchen Supplies and Food, software for membership tracking, etc.
- Specific questions about the details of line items were asked, but no major issues with the budget were presented.

- Steve pointed out that the personnel expenses might change as the year progresses, due to uncertainty about the replacement DFO. It was also discussed that the Facilities Assistant position is currently funded through January 2026 and will need to be reevaluated at that time.
- A congregational Q&A session will be scheduled to address questions before the congregational meeting takes place. A separate session is also being scheduled with the UUA to meet with Finance and the Board about becoming an Honor Congregation again.
- **Approval of the draft budget was moved by Steve and seconded by Heather. Passed unanimously, no negatives, one abstention.**

Congregation Meeting Planning

- Documents to go out by Friday 05/23 - Maddie will work with Claudia to prepare and send.
 - Maddie relayed a requested amendment to the bylaws originated by Carol, to update the location of committee member lists, from the public website to a secure online location, due to privacy and safety concerns.
 - Current: "A list of all Committees, Team, and Programs and their members will be maintained in the Church office and on the Church website."
 - Revision "... Church office and the secure, password-protected church database"
 - **Approval of the proposed bylaws revision was moved by Maddie and seconded by Rob.**
Passed unanimously, no negatives, no abstentions.
- Audio/Visual setup plans – David has set up the meeting as an event with LiveControl. Mark will be moderating the chat and has requested an extra person to help.
- Food and volunteer helpers – Eddie will help coordinate; a signup genius will be sent to the congregation. It was agreed that pizza will be ordered.
- Agenda review
 - The board voted unanimously to endorse the TUUCAN program, and Heather agreed to introduce Mark at the congregational meeting.
 - It was agreed that presentations would be 5-10 minutes long to allow time to count ballots.
 - Heather stated that she plans to prepare a statement explaining where the Board is in the conflict resolution process with the UUA's assistance, without asking for questions, after the election results are announced.

- Heather will open the meeting with the chalice lighting, and Maddie will end the meeting. Eddie will also read the congregational covenant at the beginning.
- Maddie will create a slideshow that includes everything in the meeting.

The meeting was adjourned at 8:51pm due to severe weather.