

TVUUC BOARD MEETING MINUTES

Date: February 19, 2012

Members Present:

Chloie Airoidi--Watters	Lillian Mashburn	Dick Trowbridge
Chris Buice (ex officio)	Kenneth Moffett	Laura Twilley
Bill Cherry (ex officio)	Grier Novinger	Mia Wallace
Lamar Gibson	Linda Randolph	Sam Wallace

Members Absent:

Nathan Paki
Nick Potter
Molly Rochelson

Visitors Present:

Kim Mason
Katie Keene
Robyn Brookshire

Opening Words

- Linda called the meeting to order at 3 p.m.
- Sam provided cookies.
- Sam offered opening words.

Review of Minutes- Jan. 15, 2012

- Minutes for the Board meeting of January 15, 2012, were approved with no corrections.

Additions to Agenda

- Grier added a report on the Springboard project.
- Linda added a discussion of the ET Cluster mystery visitor proposal: the ET Cluster is planning a "Mystery Visitor" initiative consisting of a couple of people from another church in the Cluster visiting each church in the Cluster. The intentional approach is to offer churches any recommendations relating to what they encounter on a random Sunday, with churches learning from each other. Chris spoke to value of the previous initiative several years ago and how much we gained from the visit—leading to our Welcome Table, greeters, and other initiatives to create a friendlier atmosphere on Sunday mornings.
- It was noted that Terri has resigned from the Board.

Consent Agenda

- Reports were received via e-mail on 2/16, including reports by Chris Buice, Bill Cherry, Kim Mason, and Vicki Masters, as well as a report by Jerry Bone on Membership Committee activities. A motion was made, seconded and carried to approve the reports.
- Bill distributed an operating budget summary through January 30, 2012. He noted there is presently more money than shown for a number of line items, resulting in a positive variance.

1. Review Goals and SMART Objectives-all

Linda distributed a current-status chart of Vision Map Goals/SMART Objectives, (posted on the governance bulletin board for reference) and the status of each was briefly discussed in turn, the numbers below referring to the SMART Objectives:

- M1.A: Being addressed.
- M1.B: Being addressed.
- M1.C: Being addressed.
- M1.d: Status is unclear.
- M2.A: T-shirt idea has been rejected; church will provide some of the funding in next year's budget.
- M3.A: Completed.
- M4.A: Completed.
- M4.B: Being addressed. Update by Grier:
 - Bill and Grier met with a representative of the Oak Ridge congregation to follow up to the recent joint meeting attended by six members of TVUUC.
 - Of a \$17,000 grant, for the Springboard Project, \$6000 was to be allocated to Alex Lavidge for development of and \$2000 for implementation and content management of an "aggregator" website, to incorporate social media and interconnect progressive organizations in the community.
 - Another part of the grant is to involve looking at sharing responsibilities, such as phone answering and accounting services, between the ORUUC and TVUUC congregations.
- An effort to make a grant application, due March 15, was proposed, to fund a community organizer type position, to network with nonprofits and kept the website full. A motion was made, seconded and carried to approve this effort.
- M4.C: Being addressed.
- M5.A: Being addressed.
- M5.B: Well underway.
- M5.C: Well underway.
- P1.A: On present agenda (item 2 below).
- P2.A: Completed.
- P2.B: Being addressed.
- P2.C: Completed, with thanks to Barbara Lamm as the major driver of the work.
- P3.A: Kim noted that the item is now a Building and Grounds initiative (i.e. the charrettes, etc.), but that YRE has developed goals and objectives, which Kim will send to Linda.

- P4.A: Chloe noted that Allan Morgan has resigned as adult RE director. Kim stated that she plans to prepare a proposal for a Lifespan RE program before Chris leaves on sabbatical.
- F1.A: Largely completed.
- F1.B: Board has accepted.
- F1.C: The March Board meeting is now the target date for this draft charter.
- F1.D: Approved at the November 2011 meeting. Remaining bylaws will be reviewed with some proposals for revision to be brought to the Board before the May 2012 congregational meeting.
- F1.E: Completed.
- F1.F: In process.
- F1.G: The new committee is to be in place by June 2012.
- F2.A: Being addressed; there will be no survey as there is a change in approach.
- F2.B: Completed.
- F2.C: Being addressed.
- F2.D: Being addressed; Alex Lavidge to be involved.
- F2.E: Action to be taken will depend on Alex Lavidge's work.
- F2.F: Linda and Bill will discuss.
- F3.A: Completed.
- F3.B: Two charettes completed; on target for March 30 recommendations.
- F4.A: Completed.
- F4.B: Remains to be addressed.

2. Safe Congregation Policy Initiative

- Kim distributed two handouts concerning safe congregations policies, circulated copies of two implemented policy manuals by other congregations, and made reference to two resource books, the *Safe Congregations Handbook* and *Creating Safe Congregations*.
- Chris mentioned some specific examples of troubling acts and events, noting that policies prepared in advance are preferable to after-the-fact effort without benefit of policies to follow.
- Katie and Robin, chairs of YREC (Youth RE Committee), stated that a non-hierarchical climate wherein all members of the congregation must hold each other accountable is needed. It was noted that all ages are at issue regarding the components of safe congregation policies.
- Kim noted that the next step will be to identify a task force, with representatives from YREC, the Board, the Safety Committee and the Committee on Ministry. The task force would peruse the workshops suggested in the Safe Congregations handbook and put together a plan for workshops offered for 18 months beginning in fall 2012, with safe congregations policies to be developed in six months to be ready for submission to the Board by May 2014. A motion was made, seconded and carried to approve this effort and time frame.

3. Minister Evaluation

- Linda noted that an annual evaluation is supposed to be performed and that a process should be developed and documented.
- Upon discussion it was proposed that the comprehensive review model developed and implemented in 2011 should take place every third year, or when appropriate. A motion to this effect was made, seconded and carried. As regards the intervening years, it was proposed that Chris would prepare a report on the goals and objectives he has set for himself (including for the present year before he leaves on sabbatical), and discuss with the President and President-Elect, who would report back to the board. A motion to this effect was made, seconded and carried.

4. Suffragettes Sculpture

- Dick noted that Bee DeSelm has the original model for the suffragettes sculpture in Market Square, and that there is agreement on the idea to have this mounted on the wall in the Lizzie Crozier French room. It was proposed that Jennie Arthur and Lillian would work with Bee DeSelm on a dedication ceremony. A motion to this effect was made, seconded and carried.

5. Special Collections Update

- Laura noted that applications will be sent out, and that once received, her committee will consider the specific dates. Committee members include Sam Wallace, Nathan Paki, and Wimberly Thompson.

6. Denominational Affairs Policy Initiative

- Lillian noted that a meeting will be held tomorrow evening, Feb 20. Several issues have been forthcoming from the UUA, and a Dialogue is slated for March 6 to gather congregational input on Immigration as a Moral Issue. Current committee members: Erven Williams, chair; Lillian Mashburn, Laura Twilley, Bob Grimac.

7. Parking Lot Lights

- Bill noted a plan to upgrade the upper level parking lot lights to induction type, as well as improving lighting of the sign, and possibly improving front entry bollard lighting, for a cost of \$12,700. A motion to this effect was made, seconded and carried.
- Sam stated that the general light level at the entrance from Kingston Pike should be increased.
- It was noted that the lower lot will be closed by relocating the gates during weekdays.

8. Presentation for Solar Panels Installation

- It was agreed that this event should take place during the 2/26 service, in order to be in advance of the public ceremony on 2/29. A backup date of 3/11 was suggested.

9. Program Council Update

- Chloe noted that Program Council is recording the number of volunteer hours as part of its annual report to the Board.
- She stated there is a need for replacements for several cluster chairs as well as other posts.
- Adult RE needs a new chair.
- It was noted that Bob Grimac proposes to take on the provision of bagel refreshments in the fellowship hall, which effort has proven too expensive for the Program Council, and that he will integrate this effort with raising funds for Haiti. It was suggested that if this effort doesn't work out financially, that youth be allowed to offer the bagels and cream cheese between services as a fundraiser for the Boston trip.

10. Nominating Committee Update

- It was stated that the committee's efforts are proceeding well.
- More young people in leadership positions are desired.
- The Committee requests better job descriptions.

11. Ushers Update

- Kathy Bohstedt is now the organizer for ushers. Usher assignments are noted on the calendar in the office. New people are being involved.

12. TVUUC Membership Survey

- The Program Council requests that all Board members complete the survey using the URL Linda provided.

13. Assessment/Monitoring Update

- Evaluation areas and a calendar are to be determined before Chris leaves on sabbatical.
- Each Board member is to think of areas this Board need to monitor next year and email to other members.

14. Budget 1/31/12

- See above

Closing Words

- Sam offered closing words.
- The meeting was adjourned at 4:50 pm.

Next meeting: March 18, 2012

Opening and closing words: Ken Moffett

Respectfully submitted,

Kenneth M. Moffett, Secretary
February 20, 2012