

TVUUC BOARD MEETING MINUTES

Date: March 18, 2012

Members Present:

Chloie Airoidi--Watters	Lillian Mashburn	Joe Viglione
Chris Buice (ex officio)	Kenneth Moffett	Sam Wallace
Bill Cherry (ex officio)	Linda Randolph	
Lamar Gibson	Laura Twilley	

Members Absent:

Grier Novinger
Nathan Paki
Nick Potter
Molly Rochelson
Dick Trowbridge
Mia Wallace

Visitors Present:

Duncan Teague

Opening Words

- Linda called the meeting to order at 3 p.m.
- Ken offered opening words.

Review of Minutes- Feb. 19, 2012

- Minutes for the Board meeting of February 19, 2012, were approved with no corrections.

Additions to Agenda

- Lillian added discussion of sponsoring a youth participation at the next GA.
- Linda added discussion of the possibility of a UUA book sale here.
- Chris added discussion of an intern issue.
- It was noted that both youth members are away on spring break.
- Joe was welcomed to the Board of Directors.

Consent Agenda

- Chris' report for March 2012 was received by Board members via e-mail on March 16.
- Minutes of the March 14 Finance Committee Meeting, and two versions of Operating Budget Summary (one labeled unofficial) through Feb. 19, 2012, were received by Board members via e-mail on March 16.

1. Report on status of pledge campaign

- Bill noted that the campaign status is better than had been feared. He explained that of \$700,000, 82% is received via pledges. He noted that we are still trending below our goal of 6% pledge increases.

2. Development of monitoring/evaluation calendar for 2012-13

- Linda's handout listed nine potential categories for board monitoring.
- Kathy Bohstedt had suggested that the Program Council could develop problem areas and ask the Board what we wish to monitor.
- Duncan noted that observations as to what is being done well and why should also be documented.
- Sam saw the matter as a more broadly based policy review.
- Linda noted that perhaps 3 or 4 categories should be reviewed during the next year with some category reviews spanning two or three months.
- Board members were asked to rank their top five in order of importance. On the basis of this straw poll the top five categories in order were:
 - Communication: Internal and External, Public Relations, promotion of programming
 - Life Span Religious Education-Programming for children, youth, young adults, adults, seniors, etc.
 - Administration-Financial Operations
 - Membership-Greeting, Welcoming, Integrating and Retaining Members
 - Building and Grounds, Facilities, Aesthetics
- Chris suggested parts of the remaining categories might overlap with the top five and could thus be addressed.
- Linda suggested the Program Council would likely be on the agenda for three meetings.
- Linda suggested the subject remain open for the time being.

3&4. Charter training; Executive Team Charter, associated bylaw change, composition of ET

- Bill went through the final draft of the Executive Team Charter, which had been e-mailed in advance to Board members, as an example of the format and function of a charter.
- He noted that the main purpose is to describe roles and responsibilities, that it is format driven, and that the "scope" section is the most critical.
- Linda pointed out that, as written, the Program Council chair is included as part of the Executive Team and bylaws state that the Board determines the composition of the Executive Team, therefore approval of the charter is also an approval to a change in Executive Team composition. It was noted additionally that the Executive Team is to be represented at Board meetings but that not all three members need attend Board meetings.
- A motion was made, seconded and carried to approve the Executive Team Charter.

5. Chair of Governance Task Force

- Bill is stepping down as chair of the Governance Task Force.
- The Board expressed its deep appreciation for his work on Policy Based Governance.
- Maureen Dunn has been proposed to become the new chair of the Governance Task Force.
- A motion to this effect was made, seconded and carried.

6. Director of Administration

- A draft job description for this position was distributed.
- Bill noted that Chris and Joe are to set up a search committee shortly.
- It was noted that this is an early draft, which goes next to the Personnel Committee and then back to the Board.
- The search committee will have reviewed the field before Chris's return from sabbatical, possibly narrowing to three candidates, at which point he will resume involvement in the search process.
- Board member comments on this draft should be e-mailed to Joe, Bill and Chris.

7. Program Council update

- Chloe noted that Robert Gregory is to relieve her of her post of Community Cluster Chair.

8. Suffragettes sculpture & dedication ceremony

- No action has been planned as yet.
- It was noted that the committee for planning a dedication comprises Jenny Arthur and Lillian.

9. Special Collections update

- It was noted that the deadline is March 25, the first meeting of the Special Collections Committee being March 27.
- Linda noted that Terry Uselton and Jerry Anderson are now members of this committee, in addition to Nathan, Laura, Sam, and Linda.
- Sam noted that contacts for previous special collections should receive notices about this year's plans.

10. Denominational Affairs Committee update

- Lillian noted that Erven Williams is the chair.
- It was noted that this year's GA will be concentrating on immigration as an issue.
- A Dialogue has addressed the issue, and some attendees may be good committee prospects.
- Input is being sought for other GA CSAI topics.

- It was noted that GA will be held in Louisville next year.

Added Item: Youth participation at the next GA

- Lillian noted that support of youth participation at the past GA comprised \$250 stipends for two high school youth. Greater support would be needed to attend this year's event at Phoenix.
- Sam suggested we first see if there is any interest among the youth.
- There would probably not be adult scholarship support for the Phoenix event.
- Chloe would be interested if not for the location and the expense.
- Bill noted that one can now attend GA electronically as a delegate.

11. Location of lobby display monitor

- The Art Committee definitely doesn't like the present monitor location.
- Bill noted that this location was an expeditious way to get the monitor up and running but is fine with relocating it. .
- It was agreed that the monitor will be relocated to the opposite side of the lobby, which will involve modest wiring and finishing work, and a motion approving this was made, seconded and carried.

12. Questions/comments book for congregation

- Such a book has been in use productively at other Enos River. It would be located at the Board table. A book has been ordered. "Startup" questions and corresponding answers to get the ball rolling were recommended.
- Duncan noted that questions appropriately addressed to areas of the church other than the Board should be directed to those committees or individuals rather than answered by the Board.

13. Congregational sponsorship of Caitlin Cotter for seminary study (requires a vote at May congregational meeting)

- Chris knows her well and states that she is well known and her skills are admirable.
- The issue is one of offering a "thumbs up" to the proposal that the congregation vote to recommend to the UUA that we think she'd be a great minister.
- A motion to this effect was made, seconded and carried.
- This Board recommendation will be put to the congregation for a vote at the May 2012 congregational meeting.

Added item: Internship

- At Kim's request, Chris explained her proposal for a full time RE internship next year to help Kim move to a Lifespan position, and to strengthen young adult programming.

- The applicant approached Chris about this position and experience, as have our other interns thus far.
- This would be a stipend situation, the high end rate being \$16,000.
- As a British citizen she will need a visa approved by the US.
- The first step would be a letter from TVUUC offering her the position.
- Linda asked that Joe, Bill and Kim convene and get answers to pertinent visa requirement issues before the next board meeting.
- The Board agreed that they were willing to meet with the applicant after a service.

Added item: UUA Book Sale

- This is a fundraiser opportunity through the UUA, which would supply books at a 40% discount, provide advice, and possibly offer free return of unsold books.
- It is offered for the spring.
- Lillian and Linda will investigate the details and, if it seems appropriate to pursue, recruit congregational members to coordinate.
- Because the event is a fund raiser, it would have to be approved by the Finance Committee.

14. Congregational meeting May 20, 2012: requires change of Board meeting date

- Upon discussion and to avoid scheduling on May 13, Mother's Day, the May meeting date was changed to May 6. Bylaws changes for the congregational meeting will likely be the main agenda item.

15. March 25 1:30-3pm: Alex Lavidge presentation on Springboard Project social media development

- The event will constitute his proposal for this project.

Closing Words

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

Next meeting: April 15, 2012

Opening and closing words: Mia Wallace

Respectfully submitted,

Kenneth M. Moffett, Secretary
March 19, 2012