

## **TVUUC BOARD MEETING MINUTES**

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**Date:** March 17, 2013

**Members Present:**

Heather Finney  
Maureen McBride  
Kenneth Moffett  
Alan Moore  
Tom O'Connor  
Linda Randolph  
Dick Trowbridge  
Joe Viglione

**Members Absent:**

Chloie Airoidi-Watters  
Chris Buice  
Teryn Dixon  
Ada Falls  
Lamar Gibson  
Lillian Mashburn  
Melissa Reed  
Laura Twilley

**Guests Present:**

Bill Cherry

**Opening Words**

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- Alan Moore, acting as President until Chloie recovers from her surgery, called the meeting to order at 3 pm.
- Tom O'Connor offered opening words.
- By way of "check-in," the members were asked what they liked most about our Sunday worship services.

**Review of Minutes-February 17, 2013**

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- Minutes for the Board meeting of February 17, 2013 were approved.

**Additions to agenda**

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- Treasurer Maureen McBride distributed a handout of an operating budget summary for TVUUC through February 28, 2013. She noted that financials are generally improving and the double-entry discrepancies previously noted are being resolved. She requested that such a report be included as a regular agenda item in future Board meetings. This was approved.

**Consent agenda**

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- The Executive Report for March 2013 was approved. Discussion is noted in item 6 below.
- Alan distributed a table of attendance '01-'12.

## ITEMS FOR CONSIDERATION

### 1. Share the Plate Status

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- Alan noted that the 50/50 approach having been approved, a meeting with Board liaisons and members of the Program Council has occurred. The Program Council committee for this issue now has charge of its implementation.
- It was noted that the Program Council makes decisions in consultation with the ET, which has final approval.
- Bill Cherry noted that the specific process, once determined, will be denoted in the finance manual.

### 2. Endowment Committee Charter status

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- It was noted that a meeting among Sherman Jones, Marian von Beck, Linda Randolph and Maureen McBride regarding the Charter failed to reach agreement on the wording of the EC Charter.
- A motion was made, seconded and carried that the current proposed Charter is not accepted, and that representatives from the EC work with the Treasurer and Board liaison to clarify the document and narrow the differences that exist.

### 3. Charter review- approval: Denominational Affairs, Building & Grounds, Membership, Arts Cluster

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- Denominational Affairs Committee Draft Charter:
  - Regarding committee members, it was noted that they are appointed by the Chair and not by the Board.
  - There was some debate, which was not resolved, as to whether this should be a Board or an EC Committee.
  - Alan agreed to communicate some changes the Board might suggest to Ervin Williams, the committee chair.
  - A motion was made, seconded and carried that the Board does not accept the Denominational Affairs Charter in its present form.
- Building and Grounds Committee Charter, revised:
  - The previously approved charter was presented with some revisions to more specifically address aesthetic issues.
  - A motion was made, seconded and carried to approve the Building and Grounds Charter as revised.
  - With respect to committee chairs generally, a question was raised for future discussion regarding term limits.
- Membership Committee Draft Charter:
  - A statement permitting membership in the committee to non-church members under certain circumstances was questioned.
  - It was also mentioned that there is no mention of membership retention as one of the Committee's responsibilities.
  - Further Board discussion and action on this Charter was deferred.
- Arts Cluster Draft Charter:
  - Bill noted that the intent of the governance structure is that Program Council clusters would have charters while the committees within each cluster would not.

- There was discussion as to whether the Art Gallery Committee, being the main concern of this document, actually needs a charter. Linda will discuss with Kate McCullough.
- Further Board discussion and action on this Charter was deferred.

#### **4. Presentation of Governance Manual**

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- Bill stated the work begun on November 2009 by the Governance Task Force is now largely complete and that revocation of the Charter of the GTF will signify its completion.
- He noted that some work remains to be done on legacy policies.
- The documents themselves are in three forms: the bound signed governance manual, pdfs of its contents on the website, and a shared editable hard drive.
- Bill will pull together a Facilities Policies and Procedures document.
- He noted that activity manuals are not in this documentation; that these should function best as works-in-progress, perhaps as wiki resources.
- He emphasized that the governance project will require the ongoing efforts of the Director of Administration as its champion to prevail.

#### **5. Goals and SMART Objectives**

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- Linda reviewed some further adjustments to this document. Comments, discussion and action were as follows:
  - M1.C: New member retention baseline figures: Jerry Bone to do.
  - M4.A: Social justice “map” was stricken, but Alan urged more attention needed.
  - M5: Website sharing was stricken, but to remain as a long term goal.
  - M5.F: There was a discussion of the pros and cons of a 2<sup>nd</sup> Dialogue.
  - M6: Re “increased attendance,” upon discussion, no change.
  - M6.B: “First impressions.” Chris wants Alan to take ownership of this.
  - M8: As noted, now to be incorporated in Safe Congregation Task Force Policies and Procedures.
  - F2.F: Re “financial info bits,” ET will implement via newsletter.
  - F4.A: Funding budget without drawing from contingency was stricken; to be retained for implementation ’13-’14.
  - F4.B: Deleted as noted.

#### **6. Monitoring Report: Worship, Arts & Music**

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- The report of the ET had been distributed to the Board in advance of the meeting. Heather noted some of the main points.
- There are pros and cons of one vs two services. Upon discussion there was some opposition to returning to a single service. Heather noted the possibility of enhancing a distinction between the character of the two services, possibly involving more digital media in the second service.
- A survey of the congregation on the issue was suggested. A survey was also proposed regarding music issues. Alan suggested a congregational survey on a variety of issues, as was done at the Eno River, NC church, with the results being posted.

#### **7. Change of meeting time**

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- Upon discussion a motion was made, seconded and carried to change the Board meeting time from 3 p.m. to 1 p.m. on third Sundays of the month.

## **Closing Words**

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- Tom offered closing words.
- The meeting was adjourned at 5:15pm.

Next Meeting: April 21, 2013

Opening and closing words: TBD

Respectfully submitted,

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Kenneth M. Moffett, Secretary  
March 17, 2013