

## April 2013

Meeting Location: TVUUC Room C

Date	Start	Adjourned	Minutes Recorded By
Sunday, April 21, 2013	1:00 PM	3:30 PM	Ken Moffett, Secretary

### Attendance

#### Board Members Present

Heather Finney  
Lamar Gibson  
Maureen McBride  
Alan Moore  
Tom O'Connor  
Linda Randolph  
Melissa Reed  
Dick Trowbridge  
Laura Twilley  
Joe Viglione

#### Board Members Absent

Chloie Airolidi-Watters  
Chris Buice  
Teryn Dixon  
Ada Falls  
Lillian Mashburn

#### Guests

Daniel Buchanan  
Kim Mason  
Cindy Moffett

### Opening Words

- Opening words were presented by Alan Moore.
- As check-in, members were asked to relate what they will do this summer that contributes to their spiritual growth.

### Review of Minutes - Previous Month

- A motion was made, seconded and carried to approve the minutes of the meeting of March 17, 2013 that had been previously distributed to the members.

### Agenda - Additions

- A report by Cindy Moffett on the results of the stewardship drive, and a report by Maureen McBride concerning the Finance Committee, were added to the agenda.

### Agenda - Consent

- No agenda items

### Agenda

1. Safe Congregations presentation and handout by Kim Mason
  - a. A task force constituted to study this issue, with respect to congregational policy,

- beginning this spring, consists of Chris Buice, Kim Mason, Robin Brookshire, Roy Kersey, Grier Novinger, Joe Viglione, and Lizzie Roper.
- b. They recommend the Committee on Ministry be reconstituted as a Committee on Right Relations, which would be responsible for monitoring safe congregations policy.
  - c. A charter will be forthcoming.
  - d. The task force will meet with pertinent groups including YRET, the safety team, and via an open call.
  - e. Areas of concern include:
    - i. Communication
      1. Racial, sex, identity slurs
      2. Children
      3. Respect
    - ii. Harassment
    - iii. Physical safety
    - iv. Vulnerable populations
    - v. Abuse of leadership
    - vi. Children
    - vii. Illegal substances/ Alcohol & tobacco
  - f. The effort will take 1 1/2 to 2 years.
  - g. For reference, there is a "Safe Congregations Handbook," available or downloading from the UUA website.
  - h. The document will address procedures for handling the outcome of violation. In particular Board members wanted to know how to deal with a member who needs to be suspended or removed from membership for behavioral reasons.
  - i. There is not presently a policy.
  - j. A service centering on right relations is anticipated.

**Item Added to Agenda:** Cindy gave a brief report on the outcome of the 2013-14 Stewardship fund drive, some of the main points including:

- a. The goal being \$550,000, pledges as of 4/17 were \$493,000 or 89% of the goal.
- b. Efforts to get new pledges included recruiting nonpledgers to be visiting stewards, the kids, asking nonmembers using RE to gift or pledge, and mailing requests for donations to people associated with the church.
- c. 47% increased pledges, but there were a few steep losses from large givers.
- d. The stewardship committee is to continue year round as suggested by Bill Clontz.

## **2. Finance Report by Maureen McBride**

- a. Operating Budget Summary for TVUUC
  - i. A handout covered this information through March 31, 2013.
  - ii. With regard to the \$30,000 discrepancy previously noted, this was accounted for by unintentional double entries and issues of timing.
  - iii. She recommends a regular audit at the end of each year.
- b. Draft preliminary 2013-14 budget and worksheet
  - i. Handouts provided detailed information including key changes and assumptions.
  - ii. The bottom line was scaled back in response to the pledge results.
  - iii. Personnel cost changes were proposed as indicated on the handouts.
  - iv. A separate meeting is needed to discuss the budget in detail. This was scheduled for May 5 in conjunction with the next regular Board meeting.
- c. Proposal to eliminate the Finance Committee
  - i. Some information had been distributed in advance to Board members.
  - ii. Arguments against such a change include reduced congregational oversight.

- iii. Arguments in favor include the general effort to streamline.
- iv. Congregational leadership would need to be kept informed of financial issues.
- v. Linda Randolph noted that in a similar issue at ORUUC they ended up with a middle ground structure between a Finance Committee and none at all.
- vi. The Board needs to take action on a to-be-circulated document at the next meeting.

**3. Monitoring Report: Public Ministry, Outreach and Denominational Affairs:** This item dealt with the Executive Report for April 2013. Presented by Heather Finney

- a. Ongoing Public Ministry
  - i. FISH: Chris is getting feedback and the Program Council is evaluating.
  - ii. Volunteer Ministries: food expenditures are going over budget.
  - iii. KIN: Linda noted their last special collection application was denied since it since it did not show much if any ongoing activity.
- b. Timely Public Ministry
  - i. Our new system of governance has allowed the ET to react quickly to unanticipated events such as the Undocubus initiative.
- c. Denominational Affairs
  - i. Support is needed by the Board and the PC.
  - ii. New people are needed.
  - iii. This is a Board Committee, thus the need to act.
- d. Outreach
  - i. An October "Homecoming" was suggested.

**4. Annual Congregational Meeting Discussion**

- a. The meeting will be on May 19, 2013, following the year's first single 10 a.m. service, with cookout to follow that.
- b. Bylaws to be checked as to length of time of membership to be eligible to participate.
- c. The agenda will include election of officers, action on the budget, and action on the proposed finance committee change.
- d. Walter Davis will moderate; Alan Moore to present budget and finance issues with assistance from Heather.
- e. Board members and nominees should be in attendance.

**5. Endowment Committee Situation:** presented by Linda

- a. There will be a meeting of the EC on May 1 at 4:30.
- b. Sherman Jones, chair, has resigned from the EC and from TVUUC.
- c. The Board appoints a member to the EC. A motion was made, seconded and carried that Lillian Mashburn be appointed to the EC until the next annual election, to fill the unexpired term of Sherman Jones who resigned.
- d. The EC must elect a chair.

**6. GA attendance situation and delegate selection**

The Denominational Affairs Committee should be more involved in determining attendees/ delegates. Alan and Heather will pursue the matter for this year.

**7. Board Member on Duty signup**

This can be set up on the church website, on the members and leaders page.

**8. Pending Committee Charters**

- a. Denominational Affairs Charter
  - i. As amended (small adjustments, with "appointed by chair" added to item D), a motion was made, seconded and carried to approve the Denominational Affairs Charter.
- b. Membership Charter
  - i. Since for the present the position of membership services coordinator will be unfunded, item F will need addition of something like "or the individual

designated

by the ET."

ii. The members of the membership committee must be church members.

iii. Due to these issues and some inconsistencies, the Charter is on hold; Alan will

rewrite

and redistribute.

c. Arts Cluster Charter

i. It was stated that the entity should be Art Gallery Committee, not Arts Cluster.

Various adjustments were suggested. Linda will review with Kate McCullough and redistribute.

#### **9. Policy approval: Membership**

a. Re item C, the statement was qualified to allow for the potential lack of a staff member to fill the role of Membership Services Coordinator.

b. Re item D.1.d, a change will be made to consider members dropped for behavioral reasons.

c. Re D.1.d, add "failure to meet membership requirements as stipulated in this document."

d. As thus amended, a motion was made, seconded and carried to approve the Membership Policy/Procedure.

#### **Closing Words**

Alan offered closing words.

Opening and closing words at next meeting: Linda

#### **Next Meeting**

1 p.m., May 5, 2013: for both finance/budget discussion and regular agenda.

Melissa will take notes in Ken's absence.