

## **TVUUC BOARD MEETING MINUTES**

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**Date:** June 16, 2013

**Members Present:**

Chloie Airoldi-Watters  
Chris Buice  
Heather Finney  
Lamar Gibson

Lillian Mashburn  
Maureen McBride  
Kenneth Moffett  
Alan Moore

Tom O'Connor  
Linda Randolph  
Melissa Reed  
Dick Trowbridge

**Members Absent:**

Teryn Dixon  
Ada Falls

Laura Twilley  
Joe Viglione

**Guests Present:**

Mary Jo Holden  
John Mashburn

Kim Mason  
Lance McCold

**Opening Words**

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- Alan Moore called the meeting to order at 1 pm.
- Tom O'Connor offered opening words.
- By way of "check-in," the members were asked how they feel about the work of the Board during this last year.
- Alan noted that, per the Bylaws, the Board is supposed to include someone of high school age; an effort will be made toward that end.

**Review of Minutes-May 5, 2013**

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- Minutes for the Board meeting of May 5, 2013 were approved.

**Additions to agenda**

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- On July 19<sup>th</sup>, the Board voted via e-mail to appoint Lisa Thomas as Personnel Chair.

**Consent agenda**

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- There was none.

**1. Lifespan Education Monitoring Report**

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- R.E. Director Kim Mason had distributed her report in advance of the meeting. Her comments on highlights of the report, and some question and answer discussion, were as follows.
- Space is a problem regarding monthly children's chapel, in particular as regards sequential use of the LCFrench Room for dialogues. Room B (high school) was noted as an alternative possible location if scheduling can be worked out. Alan suggested a more comprehensive look at Sunday a.m. scheduling, as well as noting the possibility of dividers in the Fellowship Hall.

- Attendance at the 9 a.m. RE session has been erratic, but it takes time to build a constituency for a new program so they will continue with it.
- Funds for training OWL (“Our Whole Lives”) teachers are desired, in particular to begin a kindergarten level capability. \$1500 would be required. The Board did not favor a fund raiser for this.
- RE Program Assistant Lauren Hulse will be asked if she can help with the young adult group (YAG). Kim commented on pertinent characteristics of the YAG attendees.
- The Campus Ministry Group is not making progress, as UT has not been helpful, one factor being that students sign in the fall, not midyear.
- There has been some interest in circle worship, but there has not been a big turnout.
- Linda offered a number of questions. Kim noted that Facebook has proven an effective communication tool re events.
- Kim is awaiting final approval from YREC to do a statistical survey that they want done. Noting some difficulty in working with YREC, she is proposing a four person umbrella group with a number of specific interest subgroups (such as playground) to streamline meetings and communication. It was noted that other churches in general have fewer communication problems with their RE committees. A YREC retreat is among goals for the year.
- Registration for classes via online is being considered, the program to be determined.
- The Adult RE core group has arrived at four core areas in which members are particularly interested in seeing courses offered as determined by a survey of interests, including arts/crafts and world religions.
- Board support is requested, both as regards greater visibility for OWL, which is a unique program in the region, and as regards space in the building.
- Kim noted that attendance diminishes in the spring, which is typical at other churches; she would like average attendance to be 50% as opposed to the present 42%.
- Alan mentioned the possibility of evaluating RE teachers, as is done with staff. Kim noted this would be tricky in dealing with volunteers, positive reinforcement being the best course.
- She noted the 4<sup>th</sup>-5<sup>th</sup> grade class has low attendance despite fine teachers. Sports program conflicts were thought to be one factor.
- Alan asked about the 70% of RE parents who are not engaged in the church. Evidently they see the RE program as desirable but are not themselves motivated to become engaged (bypassing opportunities for Fellowship Hall socializing, etc.)
- Lance asked about the larger goals for having RE. Kim and Chris noted it is core to a multigenerational community and central to the church’s mission.
- There was brief discussion of the pros and cons of intergenerational services, a subject about which there are varying opinions, meriting further discussion. Chris noted this is a potential path to church attendance in the future.
- Kim’s report on the new RE structure was distributed to members via email after the meeting.

## **2. Evaluation of Policy-based Governance Implementation Year 1**

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- Alan noted three over-arching goals of this initiative: clearer lines of communication and authority, empowerment of different parts of the church, and accountability. It was also noted that for policy-based governance to succeed, there must be good communication among the ET, Board, and other decision-making groups.
- The Congregation remains underinformed about the new governance structure. A dialogue was proposed.
- The Undocubus event was noted as one example of the benefits of the structure.
- A speculated possibility of sharing a new music director among the four cluster churches was mentioned as an example of ambiguities about where decision-making lies under policy-based governance. It was agreed that consultation and dialogue among decision-making bodies, including the ET and the Board, is culturally implicit and necessary; that while the specifics of Policy are the foundation, corresponding attention to the “spirit” of the structure is needed.
- It was noted that relevant staff should maintain ongoing metrics, such as attendance, in addition to the annual monitoring reports.

## **3. Finance Report**

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- Treasurer Maureen McBride distributed handouts and offered her monthly financial update. She noted that a transfer from the contingency fund must be done to balance the budget, as was projected at the beginning of the year. Expenses are on track. But remaining 5-7k out of balance, \$32-34k will be required from the contingency fund.
- She noted that at its July 24 meeting the Endowment Committee will begin a focus on increasing the Endowment, and that quarterly reports are coming.

## **4. Membership Coordinator Fundraiser Status and Decision**

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- Heather Finney distributed a handout noting that approximately \$8000 has been received to date, along with other pertinent financial data. Upon discussion, a motion was made, seconded and carried that these funds, including any more received before June 30, and the \$1420 that had been allocated to the Administrative Assistant position for assisting with Membership Coordinator duties in the absence of that position, would be allocated to the Membership Coordinator position.

## **5. Appointment of Stewardship Committee Chairs**

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- A motion was made, seconded and carried to approve the appointment of Jodi Hamilton as Stewardship Committee Chair.
- A motion was made, seconded and carried to approve the appointment of Ken Palmer Kitchen as Rising Stewardship Committee Chair.

## **6. Appointment of Program Council Rising Chair**

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- A motion was made, seconded and carried to approve the appointment of Judy Gibson as Program Council Rising Chair.

## **7. Decision re: sharing of van sale proceeds**

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- It was noted that sale of a donated car has brought \$2000. Upon discussion, a motion was made, seconded and carried to make an exception to the 50/50 split with the Endowment Fund and to allocate the full amount to RE in next year's budget, specifically for OWL training.

## **8. Share the Plate Discussion**

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- It was noted that the share-the-plate opportunities are presently recommended to include 9 months, plus the 2 higher attendance months of September and January, plus 3 possible "emergency" collections, totaling 14. The approach was modeled after that of ORUUC.
- Pursuant to concern about the fact that the matter has been announced as subject to a congregational vote in July, when many people are traveling, a vote via the website was suggested.

## **9. Minister Evaluation**

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- Discussion was postponed until the next Board meeting.
- Rev Buice's Performance Report/Self-Evaluation for 2012-13 was distributed to members via e-mail after the meeting.
- It was noted that members now leaving the Board could submit comments.
- The current structure is a comprehensive, structured evaluation every three years, the intervening years being simpler.
- Self evaluation is linked to the Goals/Objectives and the ARIES mission results.

## **10. Dates to Remember**

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- Dates during the remainder of the year of meetings and special events were noted.

## **Closing Words**

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- Tom offered closing words.
- The meeting was adjourned at 3 pm.

Next Meeting: August 18, 2013

Opening and closing words: Ken

Respectfully submitted,

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Kenneth M. Moffett, Secretary

June 16, 2013

