

## **TVUUC BOARD MEETING MINUTES**

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**Date:** April 13, 2014

**Members Present:**

Chloie Airoidi-Watters  
Heather Finney  
Mary Jo Holden  
John Mashburn

Maureen McBride  
Lance McCold  
Kenneth Moffett  
Alan Moore

Linda Randolph  
Dick Trowbridge

**Members Absent:**

Kate Benson  
Chris Buice

Ada Falls  
Lamar Gibson

Tom O'Connor

**Guests Present:**

Bobbie DeRidder

Marion von Beck

**1. Opening Words**

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- Alan Moore called the meeting to order at 1 pm.
- John Mashburn offered opening words.

**2. Check-in**

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- Members were asked: "Given your own PERSONAL opinion about the value of TVUUD to you and others, where do you think we should place the most importance in our budget?"

**3. Approval of Minutes from March Meeting**

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- Minutes for the Board meeting of March 16, 2014 were approved as submitted by the secretary.

**4. Additions-changes to Agenda**

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- There were no additions.

**5. Consent agenda**

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- No action was taken.

**ITEMS FOR DISCUSSION****6. Finance report**

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- Heather Finney commented that the report was not ready for distribution, but that finances are in good order.
- She did note that two HVAC units may have to be replaced in the near future (the eight remaining original units are reaching the end of their normal 15 year lifetimes).
- She also noted that the last UUA payment has been submitted.

**7. Endowment Committee Report**

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- Bobbie De Ridder distributed an Endowment Fund Report for the period ending in 12/31/13.
- With respect to a question about fees noted, Maureen commented that the approximately 1% is a good deal.
- Marion von Beck noted that the fund's progress has been excellent.

- Marion noted that there are many proposals for revising the Endowment Fund Charter that the Committee has to make but they are not ready for presentation.
- This being the case Alan said there would not be time to present a revised charter from the EFC at the May 4 Congregational Meeting.
- It was noted that Tyra Barrett will make a simplified report at the Congregational Meeting.
- Linda Randolph suggested that conference calls take place quarterly between the Endowment Committee and the UUA person in charge of our fund.

### **8. Monitoring report: Public ministry, Outreach, Denominational affairs**

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- Rev. Buice has not yet submitted a report on public ministry.
- Re Denominational affairs, Lillian Mashburn has not yet met with co-chair Ervin Williams.
- There was a suggestion that Tina De Yoe become involved in Denominational affairs.
- Alan mentioned that the East TN Cluster sponsored Beloved Conversations workshop was scheduled for Oct 24-25. However TVUUC and ORUUC have been asked to participate in a UUA sponsored district Racial Justice Conference on those same dates. The Beloved Conversations workshop will be postponed.
- Heather noted that there are differing opinions on social media for outreach. The church website has a link to Instagram, the medium of choice for youngsters that has replaced Facebook. There was a general discussion of what can be done on Facebook and the difficulties of measuring its effectiveness re outreach.
- A community calendar with the Oak Ridge church was proposed.

### **9. Budget discussion**

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- A line-item handout had been distributed in advance of the meeting. Maureen McBride presided over a detailed review of the worksheet which ranged from the 2011-12 budget to the proposed 2014-15 budget.
- It was determined that housing allowance and related benefits noted for the senior minister require clarification.
- It was decided that social security, worker's comp and health plan data should be separately itemized for each staff person.
- There was a discussion of the relative need to continue the program of sextons serving a safety role, in addition to the safety team. Opinions differed.
- It was noted that the cutoff date for changes to the proposed budget is "now."
- Five items in particular were noted as changes the Board would wish to make to the budget if greater revenue permits:
  - Increase Member Services Coordinator to half time.
  - Provide some measure of funding for an accompanist.
  - Fund additional leadership training.

- Add to sexton funding to provide for security on Sundays.
- Improve the capital reserve, with the likelihood in mind of the ongoing need to replace HVAC units.
- It was noted that the Bylaws state that up to \$10k may be added per expenditure in the event of more revenue.

#### **10. Bylaws recommendation**

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- A handout was distributed in advance of the meeting. Kudos were extended to Mary Jo Holden for crafting this complex document.
- The following are corrections and adjustments to the proposed changes that were discussed and approved by the Board:
  - VIII.2.a: No ref. to voting vs non-voting.
  - VII.1: Wording will be simplified.
  - V.1.b: Replace “CEO” with “Senior Minister.”
  - V.2.a: Before “cluster groups” insert “Program Council.”
  - VII.1.a.b.c.: Change “They” to “It.”
  - VIII.2: Omit “In principle.”
- A motion to approve the proposed Bylaws revisions, as thus adjusted, for submission to the Congregation at the annual meeting, was made, seconded and carried.

#### **11. Nominating committee report**

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- Linda Randolph named the nominees for office submitted by the Nominating Committee.
- An effort is underway to fill Polly Dillon’s post on the Endowment Committee upon her untimely death.

#### **12. Staffing hires**

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- Heather noted that Al Martorano has been hired as Administrative Assistant, and that a woman has been hired to begin next week as Member Services Coordinator.

#### **13. Board new member breakfast**

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- Ten new members have been invited; board members were encouraged to bring breakfast items and meet them, at the time and place appointed.

#### **14. Annual meeting arrangements**

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- It was noted that the agenda will include election of officers, budget, bylaws, EFC report and Share the plate report.
- Ken will solicit helpers, coordinate with Heather on handouts needed, and post announcements for the congregation as required.
- Food for the event, either during or after, was mentioned; further planning needed. We also need to provide childcare.

**15. BMOD sign up**

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- The sign-up list was circulated.

**16. Announcements- special dates**

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- Special dates were noted.

**17. Likes and what could we improve on**

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**18. Opening and Closing words for next meeting**

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- Alan will provide.

**19. Closing Words**

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- John offered closing words.
- The meeting was adjourned at 3:30 pm.
- Congregation Meeting: May 4, 2014
- Next Board meeting: May 18, 2014

Respectfully submitted,

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Kenneth M. Moffett, Secretary  
April 14, 2014