

## TVUUC BOARD MEETING MINUTES

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**Date:** May, 18, 2014

**Members Present:**

Chloie Airoidi-Watters  
Kate Benson  
Chris Buice  
Heather Finney

Mary Jo Holden  
John Mashburn  
Maureen McBride  
Lance McCold

Alan Moore  
Tom O'Connor  
Dick Trowbridge

**Members Absent:**

Ada Falls  
Lamar Gibson

Ken Moffett  
Linda Randolph

**Guests Present:**

Jenny Arthur  
Kim Mason

### 1. Opening Words

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- Alan Moore called the meeting to order at 11:50 AM.
- There were no opening words.

### 2. Check-in

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- Members talked briefly about the general feel of TVUUC Board meetings.
- The timing of the June Board meeting was discussed. Since the 3<sup>rd</sup> Sunday of the month falls on Fathers Day, it was decided that the meeting should be moved to Sunday, June 8.

### 3. Approval of Minutes from April Board Meeting and May Congregational Meeting

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- **Minutes for the Board meeting of April 13, 2014 were approved as submitted by the Secretary, with the exception that the date of the previous meeting was corrected.**
- The minutes of the May 4 Congregational Meeting were considered. It was suggested that the draft minutes be amended to include a listing of the members who were elected to the Board and to officer positions. **With this amendment, the minutes were unanimously approved on behalf of the congregation.**

### 4. Additions-changes to Agenda

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- The composition of the Vision Task Force and a discussion of a statewide organization of UU churches were added to the agenda.

## 5. Consent agenda

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- No action was taken.

## ITEMS FOR DISCUSSION

### 6. Finance report

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- Maureen McBride discussed the monthly financial report, a copy of which was distributed to the Board. She noted :
  - Cash flow was negative for the month, due to a number of factors, including 3 payrolls in the month, and the final payment for Denominational Connections.
  - Even with the negative cash flow, Operating Reserves are still within the Board's guideline.
  - Pledge income was below budget for the month, but on target for the year. An increase in pledge income is anticipated as we approach the end of the Fiscal Year.
- Maureen also noted that 2 HVAC units had recently been replaced, at a total cost of \$15,470. This was a necessary but unbudgeted expense. She informed the Board that funds to pay for this came from the following accounts: \$7434.79 from the newly established Capital Reserve account (totally depleting that account), and \$5633 from Capital Maintenance (which also totally depleted that account). This left a balance of \$2404.21.

Since the UUA Health Plan account was projected to have a surplus at the end of the fiscal year, Maureen recommended that the Board approve transferring \$2404.21 from that account to the General Maintenance account, to cover the balance of the cost of the 2 units. **The board unanimously approved the transfer of funds as recommended.**

### 7. Monitoring report: Pastoral Care

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- Jenny Arthur discussed her Pastoral Care Report to the Board, which had been distributed to the Board in advance.
- The report discussed her level of activity for one week, which she viewed as typical. Her week included 48 pastoral contacts involving 20 caring situations.
- Jenny reported that she delegated whenever it was appropriate, and felt fully utilized but not overworked.
- The 6<sup>th</sup> anniversary of the shooting was discussed and Jenny recommended that it not be explicitly recognized or publicized. There was general concurrence with this approach.
- The perennial issue of finding rides for persons who need them was discussed.

- Chris complemented Jenny on her work, as did the Board.

## **8. Monitoring Report: Lifespan Religious Education**

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- Kim Mason presented a report on Lifespan Religious Education, which had been distributed in advance to the Board. This report included specific information on accomplishment of goals and objectives.
- Kim reported on a number of activities which she viewed as going very well, including the following:
  - The Safe Congregation task force, which was moving forward well
  - Adult Religious Education, which has an active committee and numerous classes each trimester
  - The Young Adult ministry, which is very active.
- Kim also reported on a number of challenges that faced the program this year, including
  - Junior High OWL. Because of a lack of teachers, the TVUUC class was combined with the 3 other area UU congregations. This led to challenges, including a large class size and lack of clear lines of accountability, which led to coordination issues. She hopes to hold the class in-house at TVUUC next year to resolve these issues.
  - The Religious Education Committee struggled, holding only 3 meetings and not recruiting leaders for sub-groups. Since the committee was not active, it put additional burdens on RE staff.
  - Kim will attend a storytelling workshop to improve the storytelling on Sunday mornings.
- Chris complimented Kim on her focus on RE throughout a lifespan. He noted that the Congregation had a lot to be grateful for in its Lifespan RE program. The Board thanked Kim for her work during the past year.

## **9. Leadership Development Funds**

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- Alan noted that some leadership development funds were available, and asked Board members to suggest persons to attend the SUULE. It was noted that perhaps this could be used as an opportunity to develop an RE Committee leader.

## **10. Approval of Endowment Committee Member**

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- Alan proposed that Heather Dodge be appointed by the Board to fill a vacant term on the Endowment Committee, which will expire on June 30. Heather has already been elected by the congregation to fill a term which begins on July 1. **The Board unanimously approved the appointment of Heather Dodge to fill the unexpired term on the Endowment Committee.**

## **11. Approval of Ted Jones as Rising Chair of the Program Council**

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- Alan recommended that Ted Jones be appointed by the Board as Rising Chair of the Program Council. **The Board unanimously approved the appointment of Ted Jones as Rising Chair of the Program Council.**

## **12. Stewardship Committee Rising Chair**

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- The need for a Rising Chair of the Stewardship Committee was discussed. A number of potential candidates have been contacted, but none were willing to serve. Alan had the list of potential candidates which had been generated by the Stewardship committee, and will call some persons on it to try to recruit a candidate.

## **14. Personnel Manual Changes.**

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- Heather presented a number of minor changes to the TVUUC Personnel Manual which had been recommended by the Personnel Committee, including the following:
  - Specifying that the mileage reimbursement rate for official travel will be the IRS approved rate
  - Removing the day after Thanksgiving as a designated holiday and adding a discretionary holiday
  - Making a format change in the section on Social Security,
  - Making benefits for partners consistent throughout the policy, and
  - Specifying that volunteers which hold an elected or appointed position in TVUC must resign that position if they become paid staff members.
- **The Board unanimously approved the changes as proposed.** A copy of the personnel manual changes as approved is filed with these minutes.

## **14. SUULE Candidates**

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- Covered in #9 above

## **15. Vision Task Force**

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- Alan noted that Bill Cherry had agreed to chair the Vision Task Force and was looking for candidates to serve on the task force. Lance, Heather and Chris each expressed interest in serving. Alan will notify Bill of the volunteers.

## **16. State Advocacy Network**

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- Lance reported on the development of a coalition of all 15 UU congregations in Tennessee. The purpose of the group would be to focus on social justice and advocacy activities. The idea is to form connections between all of the social justice activities of all 15 congregations.
- The next step will be a statewide meeting (with electronic participation possible) to form a steering committee, hopefully consisting of one representative from each congregation. Lance stated that he thought it would take 6 months for the effort to really take shape.
- Lance will continue to be involved in the organization of this group. At some future date the Board may need to formally designate a representative and

authorize our participation with this activity, but in the meantime the Board appreciates Lance's work on an informal basis to help make this happen.

### **17. Board Orientation**

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- Alan reported that Linda is working on establishing a date for the Board orientation, but that none had been set yet.

### **18. BMOD Signup**

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- It was suggested that Program Council members be offered the opportunity to sign up for Sunday morning BMOD duties. This will be explored with the Program Council to see if they are interested in signing up.

### **19. Announcements – Special Dates**

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- The next Board meeting is now scheduled for June 8. Leadership team meeting will be on June 5.

### **20. Likes and what could we improve on**

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- As a positive, it was noted that there was real substantive discussion of the items on the agenda.
- As something that could be improved on, Lance noted that he would like more advance notice of the items on the agenda, with some items perhaps being discussed at one meeting and voted on at the next meeting.

### **16. Opening and closing words for next meeting**

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- Alan volunteered.

### **17. Closing words**

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- Heather offered closing words.
- The meeting was adjourned at 2:05 pm.
- Next meeting: June 8, 2014

Respectfully submitted,

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Maureen Dunn McBride for Kenneth M. Moffett, Secretary  
May 21, 2014

