

Board Members present for meeting:

Kathy Bohstedt
Mary Jo Holden
Ann Barber
Lynne Mullins
Barbara Taylor
Linda Randolph
Joe Viglione
Claudia Pressley-Wise (ex officio)
John Mashburn
Marco Casteneda
Elnora Williams
Lance Mc Cold
Laurie Knox
Chris Buice (ex-officio)

Absent: none

Guest attendees: Ken Stephenson

Minutes:

Minutes of the Board Retreat 8/16/15 were reviewed, corrected and approved.

Report from the Endowment Fund Committee Chair (Ken Stephenson):

There was approximately \$350,000 in the endowment fund by end of August. There has been little of late to make the congregation aware of the endowment fund and to let people know what it is and what purposes it fills. October is endowment month; there is a worship service scheduled on October 11th. Jon Coffee is preaching that Sunday and the committee is working with him how to present this. This is also the Retreat weekend. The committee also hopes to have a luncheon after the service, carrying in a thematic structure from that service.

An evening program will also be planned to follow a fellowship meal on a Wednesday with Ann McKinney, an estate attorney, to help people think about planning, not to be a heavy push for endowment. There is careful awareness not to complete with stewardship campaign, and will carry that consideration into their plans.

The Endowment Fund Committee wants to work in partnership with the Board, especially around the big issue of dispersal of funds. There are many questions that arise. The thought now is that some funds should be spent so that people can see what is possible and doable if they donate to the Fund. The committee is looking at the Harvard formula. The East TN Foundation uses that model, spending about 4.5% of the average market value of the fund over the previous 13 quarters.

Yearly decisions need to be made re this, and this first year will be a learning year. They plan to partner with the Board, although they will establish criteria and will set the amount that will be spent. They will be going to various groups to inquire as to needs, and referring to the long-term plan. As to criteria: benefits TVUUC, impactful,

visually observable to "make a difference", and beyond the operating budget. Joe Viglione (Treasurer) is the liaison from the Board to the Endowment Fund.

Report from the Treasurer (Joe):

Someone attempted to defraud the church, asking Joe to wire money to London, as requested supposedly by Kathy. A forensic accountant (previous member of the church) and Bill Pierce are looking at this.

It has been discovered that the gift cards are not being accounted for in a manner that accurately reflects expenditures and sales. They are seen as profit before they are sold, which is not the reality. When they are purchased, the money, in terms of percentage of the amount on the card, is refunded to the church immediately. But we have not sold them yet.

So, what the committee is going to do is remove both the restricted funds and the gift card fund inventory from the operating reserve calculation.

Kathy and Joe are meeting with the committee that manages the gift cards in order to clarify how the bookkeeping should look to accurately reflect reality.

We are paying Jon Coffee from a combination of resources. They are about to put his position as a personnel line item, although the funds do come from varied sources having to do with LGBTQ initiatives, which Jon is focusing on this year.

Social Events: potlucks, in-house celebrations, coffee hour, etc. This has been taken out of the budget. The year started with a zero budget. These events are not self-sustaining thus far (income from potlucks). We will be keeping track of this.

Report from the Safety Team (John Mashburn)

John was lead reader for Safety and Security. These were a team and a committee, respectively, but are now collapsed into one team. John has been a member of both, and wrote the report presented here and read the report.

There is a priority to purchase an AED, and 3 are being looked at offered by the same company.

Security cameras were investigated, especially in that there is a reduction of sextons. This will be the next priority item to purchase, and the committee will start with one camera.

There is a challenge not having a chair, but John states that he will likely be able to carry this obligation.

We discussed that there is no sexton on Wednesday evening. But there is staff to close the building on that night.

Program Council Request re Fellowship Meals

From Robyn, Judy and Elnora, there was a proposal to allow sponsorship of fellowship meals, with profit to the group sponsoring the fellowship meal. Other groups have provided Fellowship Meals for fund-raising on occasion, so this is not a departure from acknowledged policy. However, the Board wishes it to be clear that any reimbursement for the food served by the PC groups will be taken from their profits, and not taken out of "Social Events" funds.

Susan and John took on this Fellowship Meals project last year when Alan and Carolyn stepped away from their long-term obligation to Wednesday Night Fellowship Meals. This year they are committed to hosting/cooking for 6 nights in the upcoming

months, leaving opportunities for other committees and groups in the church to fund raise in this manner.

This proposal was moved, seconded and passed unanimously.

Auction Update (Kathy)

Kathy met with 8 committee members. Reports of previous years were studied to determine facets of the event that will turn into subcommittees. Publicity and soliciting donations will be done by Heather. Cindy, Lillian and one more will call those who gave dinners, parties, etc.

Jon Coffee and Kathy will put together the booklet.

Kathy is the chair by default, as was Linda last year. We discussed that this is not tenable in the future.

Christmas Eve Candle Proposed Policy for 2015 (Attached)

We discussed Kathy's proposal of both flameless LEDs and live candles for adults to choose. Those under 11 will be given flameless LEDs.

This will be an experiment this year rather than a policy.

Volunteer Award Update (Kathy)

Kathy found a new volunteer award - a small standing plaque. It was enthusiastically embraced by the Board. The design is on file with Brandon's Plaques on Bearden Hill under TVUUC, so that subsequent Presidents can request these for future awardees. They cost \$20/each.

Goals and Objectives for 2015-16 (Linda)

Unaccomplished goals from previous year were discussed. One-year goals draft was passed out and discussed. Three to five year goals document was also discussed, and the need for a long-range plan to enact both short-term and medium-term objectives to get to them.

John and Linda lead us in prioritizing this year's goals, understanding that some cost money and other do not.

Lance suggested that, as this Board meeting is already past time by 45 minutes and this is so important, we hold a separate meeting to give this the attention it deserves. All agreed Laurie will send out a Doodle e-mail to establish the meeting time.

Report on SUULE (Elnora)

Although time was short, Elnora talked about her experience at this leadership school and shared good information regarding topics and materials in a handout. We will look into learning more about Systems Theory as it pertains to congregational life.

Action Items

Action items were reviewed.

Opening and Closing Words for October 18 will be offered by Lance McCold.