

TVUUC Board Meeting

November 27, 2018

Board Members Present: Matthew Blondell; Denise Coleman; Debbie Ellis; Jeff Kovac; Ginna Mashburn; Ryan McBee; Robby McMurry; Bill Myers; Wendy Syer; Terry Uselton; Erven Williams
Ex Officio: Chris Buice; Claudia Pressley

Financial Report

Robby McMurry gave a short financial report. Net year-to-date income through October is higher than the budgeted amount. This income included some substantial one-time-only annual pledge payments received after the start of the fiscal year. Because these payments are annual pledges, and we do not anticipate similar income until the next pledge campaign, the Board again discussed the possibility of dividing such payments into monthly amounts in the financial report. It was decided that doing this might make it even harder to interpret the monthly financial reports, so we will continue recording one-time annual payments during the month they are actually received. We do, however, need to keep this in mind when we compare year-to-date income with year-to-date expenses.

It was also noted that rental income has decreased, and this year we have not received the amount anticipated in the budget. This is partly due to the fact that rooms are being used more often for church meetings and thus are less available for rental to outside groups. A second factor is the relative lack of technology in the sanctuary, as many groups needing a large meeting space want to project images on a screen. The question was raised about increasing hourly rental fees. Erven Williams agreed to look into this option and report back to the Board at the next meeting.

Stewardship Committee

Bill Myers gave an update on plans for the 2019 Stewardship Campaign. It was decided that the official dates for the pledge campaign would be February 3 to 17 with a kick-off on Sunday, February 3, and a "Celebration Sunday" on Sunday, February 17. The Celebration Sunday may include a mortgage burning/shredding ceremony. The Stewardship Committee is planning a number of fun events during the campaign period to increase excitement and visibility.

Pledge packets will be mailed out to all households about three weeks before February 3. The committee wants to create a smaller, simplified, packet in the hope that people will read it all. In addition to the pledge packet, a postcard will be sent out on an earlier date, giving a summary of the church's financial needs.

There was a discussion about whether a proposed church budget should be included with pledge materials and whether it would be ready in time. Bill suggested, instead, that we collect pledges first, and then develop a budget to fit the anticipated income. This year, the committee hopes to put more emphasis on the need to increase pledges over previous years rather than focusing on a total dollar goal. This is also related to the attempt to simplify the materials in the pledge package.

There was further discussion about the desire to increase the total amount pledged, and how we might achieve that goal. What sort of message will inspire increased giving? What can we do about those who do not pledge at all? It was noted that the number of non-pledgers may not be as high as we had thought. The comprehensive database includes a number of people who are no longer active in the church, and it was discovered that several people who pay through monthly automatic deposit had not

realized the need to complete a pledge card in the past. This year, the pledge card will clarify that these people should complete a card to confirm their intention to continue (or increase) their contribution. [Note: Follow-up calls during the fall indicated that many of these people *do* intend to continue their contributions, yielding an additional \$17,000 in pledges.)

Juniper Stinnett

TVUUC Church member and Youth Programs Coordinator, Juniper Stinnett plans to pursue a Master of Divinity degree from Meadville-Lombard Theological School. [Is this correct?] UUA policy requires a statement of support from the applicant's home church. After reviewing Juniper's background and written statements, **the Board voted unanimously to give congregational support to her application.**

Ministerial Sabbatical

Senior Minister Chris Buice will take the remainder of his sabbatical from April 1 to August 1, 2019. He presented a written and oral description of his plans and goals for the sabbatical.

Plans include:

- A period in France in April. In addition to studying language, philosophy, culture, and art, he hopes to lead an educational program in Paris for TVUUC members from April 6 to 12. (He would like to have commitments from at least six people by January 15.)
- Shorter trips in May and June within the United States, visiting with ministers of other churches, both Unitarian Universalist and other denominations
- Reading books on a list he is currently developing, including The Documentary History of Unitarian Universalism.
- Writing a collection of meditations for publication, incorporating, in part, some lessons learned from trauma recovery.
- The month of July will be a vacation.

Church Safety and Security

Claudia Pressley gave a report on current plans for increased safety at TVUUC. After some study and consideration, the following changes are being implemented:

- John Montgomery has agreed to stay in the lobby from 9:00 am to 1:00 pm every Sunday morning; he will be paid for this service. (Gareth Horner will take his place when he is not available.)
- TVUUC staff have assigned stations on Sunday morning to observe and take any necessary action.
- A new phone system will allow doors to be locked at any time there is no large event (such as weekdays and evenings). Church staff can unlock the doors by phone.
- John Montgomery is attending an ALICE training program in December; he will then be able to train other volunteers in the ALICE methods; the trained volunteer on duty will be identified in some way during the Sunday service. (ALICE = Alert, Lockdown, Inform, Counter, Evacuate)
- The Building and Grounds Committee is developing improved signs and evacuation maps
- Knoxville Police Department is providing advice on building security

Future plans include:

- The church hopes to identify a corps of volunteer medical professionals from the congregation; these people will be available in case of medical emergencies.
- Training videos will be available for staff and volunteers, including sextons, greeters, and ushers
- Training will be offered to staff and volunteers in CPR and Defibrillator use.
- Trauma First Aid kits will be placed at various sites in the building.

A Wish List includes:

- Highest priority: A door locking system that can be activated by app and several instant “lockdown buttons”
- Bulletproof safety film for the front doors
- Cameras and additional lighting inside and outside church
- Electronic gate for lower parking lot
- Improved “panic bars” for all outside doors

Claudia promised to provide some cost estimates for the “Wish List” at the next meeting.

Miscellaneous

David Holden has completed a comprehensive study of the TVUUC by-laws and charters, to identify conflicts between the two. He will present his findings and recommendations to the Board before the annual meeting.

A question was raised about providing support of some kind to UU families that have been affected by the fires in California. Chris reported that the UUA does have some support systems in place. He will make sure that information about this is provided to the TVUUC community so that they can participate. It may also be possible to have a special collection to raise some financial support.

There will be no Board meeting in December. The next meeting will be on January 15. Keith Hulse will be giving a report on Program Council activities.

The Board [and probably Program Council] will again host a Ruth Martin Memorial Chili Dinner and Game Party on February 9. This will be offered as an item in the upcoming Church Auction.

Submitted by Wendy Syer, Secretary to the Board.

Board Agenda
November 27, 2018

Approve Minutes -- Wendy

Approve Financial Report -- Robby

Stewardship Update -- Bill (Update from Claudia about status of calls to people with bank drafts who have not been included in the pledge count.)

Two Primary Discussion Items

Chris -- Sabbatical Plans

Claudia -- Update on Church Security Plans

Please bring your personal calendars so that we can sign up for Board Member on Duty for the next several months.

Discuss Auction Chili Supper Plans

Additional Agenda Item: We are asked to grant congregational support to Juniper Stinnett as a candidate for fellowship in the UU ministry. According to UUA guidelines, "Sponsorship of a candidate indicates confidence in the person's potential and suitability for UU ministry" Our sponsorship is evidence that "the person seeking fellowship is actively committed to Unitarian Universalism and the institutions which uphold our faith tradition." Juniper and Chris have spoken about this, and she has his approval.

Tennessee Valley Unitarian Universalist Church

BALANCE SHEET

October 2018

Assets

Home Federal Checking	63,794.78
Home Federal Savings	24,129.91
Home Federal CD	56,123.45
Gift Card Inventory	26,135.00
Total Assets	170,183.14

Liabilities

Advance Pledges	1,080.00
Audit Payable	5,000.00
Total Liabilities	6,080.00

Equity

General Fund	54,858.26
Operating Fund	45,214.60
Restricted Funds	64,030.28
Total Equity	164,103.14
Total Liabilities and Equity	170,183.14

Tennessee Valley Unitarian Universalist Church

RESTRICTED FUNDS

October 2018

Restricted Funds

Memorials	9,749.89
Endowment Liability	525.00
Garden Endowment Project 2019/2020	15,000.00
Furnishings	500.00
Intergeneration Playground	248.98
Community Garden	173.57
Greg's Group	594.25
Sacred Grounds	450.00
Memorial Garden Fund	3,493.04
Solar Fund	3,500.00
Special Music	1,305.06
Art Gallery	4,572.94
Flowers	1,860.40
RE Special Projects	2,853.52
RE Youth Trips Fund	2,844.12
Campus Ministry	115.10
RE Middle School Fund	47.45
Childrens Diversity and Justice Library	82.00
Leadership Development	150.81
Meals & Social events	335.00
Sunday Potluck meals	(848.50)
Small Group Ministry	(47.54)
WUOT Underwriting	300.00
TVUUC Alliance	1,681.95
Fall Retreat	528.16
Minister's Sabbatical	3,491.87
Mountain Camp Scholarship	875.07
Ordination Account	636.28
Special Collections	1,064.95
Refugee Task Force	(23.77)
FISH	1,081.82
Family Promise	181.30
Volunteer Ministry Meals	636.25
Helping Fund	1,262.85
Women in Crisis	43.54
Haiti Education	60.00
Environmental Concerns	(121.35)
Social Action Grants	44.38
Hops and Hope 5K Run	2,824.48
Advancing Equality Fund	1,413.41
A Seat at the Table	544.00
Total Restricted Funds	64,030.28

Tennessee Valley Unitarian Universalist Church

BUDGET VS ACTUAL

October 2018

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Annual BUDGET</u>
Revenues			
Pledge Contributions	212,208.45	150,342.64	451,027.93
Share the Plate - TVUUC portion	5,061.66	5,641.02	20,000.00
Non-Pledge	1,894.41	5,333.32	16,000.00
Prior Year Pledges	-	4,000.00	8,000.00
Anticipated new pledges	250.00	2,000.00	6,000.00
Shopping cards	2,640.68	2,666.68	8,000.00
Auction	233.00	-	23,500.00
Rummage Sales	-	-	9,300.00
Building Rental	3,434.80	5,333.32	16,000.00
Other Income	477.24	516.64	1,700.00
Total Revenues	226,200.24	175,833.62	559,527.93
Expenses			
Personnel	140,624.45	141,674.68	426,687.71
Church Mortgage	641.51	-	-
Building and Grounds	23,099.58	24,547.24	73,641.78
Operations	8,393.58	7,659.48	23,178.44
Denominational Connections	5,805.00	5,805.00	23,220.00
Programs	2,421.52	3,766.64	12,800.00
Total Expenses	180,985.64	183,453.04	559,527.93
	45,214.60	(7,619.42)	-

Sabbatical Plan First Draft for April 1-August 1 2019

Goal: The goal of the sabbatical is to write a collection of meditations for Skinner House Books along the lines of my previous book *Roller Skating as a Spiritual Discipline*. My working title is *If Love is an Art, I am a Finger Painter: Spirituality for Imperfect People*.

The first phase involves a trip to France in order to deepen my learning from previous sabbatical trips there.

Why France?

- 1) Language Immersion: My goal is to improve my French. Learning a new language is helpful because theology itself is grounded in language. "Our words are but a finger pointing at the moon, not the moon itself," the Zen teaching tells us. Unitarian Universalism is essentially a multilingual theological system where people are trying to describe the same reality while using different words. A language immersion experience helps ground a UU minister in the relationship of words to reality. Different languages lend themselves to different understandings of reality. My understandings of this phenomenon are guided by the work of the theologian Sallie McFague's books *Metaphorical Theology*, *Models of God* and *Speaking in Parables*. The goal is to move beyond abstract thought on these issues by collecting in my journal concrete examples and experiences of this phenomenon.
- 2) Philosophy Immersion: In some ways France is more appropriate "holy land" experience for a Unitarian Universalist than a trip to Israel/Palestine because of the way philosophy is more dominant in that culture than theology where the guiding trinity is "liberte, equalite, fraternite" more so than "Father, Son and Holy Spirit." Thomas Jefferson was in Paris when he wrote to his nephew "Question boldly even the existence of God for he will more approve the homage of reason than blindfolded fear." I am already reading the works of many philosophers in preparation for immersion in the philosophy cafes of Paris (set up as an alternative to church.) I am going focus on Simone de Beauvoir because I haven't read much of her work and because it has implications for gender identity issues that are timely and topical in our faith. Our faith is grounded in the love of wisdom from whatever source it might emerge which is the basis for philosophy.
- 3) Art Immersion: As part of the exploring the theme of love as an art I will focus on the relationship between spirituality and art. In many ways Unitarian Universalism is similar to Impressionism by rejecting art (religion) as an imitation of the past and embracing art (religion) as being in and seeing the present moment. In other ways UUism is like the paintings of Picasso in that you are presented with multiple different perspectives in one picture, seeing an object from more than one angle all at once. The goal is to explore these and other themes by immersing myself in the art world present in museums but also in parks, bridges, doorways, metro stations etc. and reflect

- on what I learn in my journal. Insights will be integrated into book and sermons. I will also be visiting my daughter Sally in Angouleme and visiting an International Cartooning Museum and doing a walking tour of street art.
- 4) Developing Multicultural Competencies: Many of the differences between the French and Americans are invisible. Canadians have a term for this “invisible minorities” aka people we can accidentally mistreat because we cannot see how they are different. Spending time in France supplemented by reading on cultural competencies can help prepare me to be a better UU minister where often our differences are not visible to the eye but present in our disagreements or conflicts. One example might be applause in worship where the applauder was raised in a black Baptist church and the non-applauder was raised Episcopalian; a visible and audible difference grounded in invisible differences.
 - 5) Building Bridges with UU's in Paris. At present I am trying to organize an educational trip for Unitarian Universalist to go to Paris for April 6-12. I will need six participants by January 15 to make the trip a go. Part of my motivation is to share with TVUUCers and other UU's some of the insights I've gained by previous sabbatical time in the city and introduce TVUUCERS to UUs living abroad. I will offer a workshop and lead a Sunday service for the Unitarian Universalist Fellowship of Paris April 13th and 14th I will also serve as minister in residence either the week after this or another week, available for pastoral care and to attend small group meetings.

The months of May and June will be devoted to reading and writing and will primarily be in Knoxville, Georgia and coastal South Carolina. My reading list is still under development but will include *The Documentary History of Unitarian Universalism Volumes 1 and 2*. I am also fine tuning some places to visit that might include.

- 1) One definite trip will be to General Assembly of the Unitarian Universalist Association in Spokane Washington where I will be serving as chaplain to the Board of Trustees. I will be also continuing these duties in other ways during my sabbatical time.
- 2) When in town I plan to visit churches served by ministers in the Knoxville Interdenominational Christian Ministers Alliance (KICMA) to build stronger ties with the African American community so that we can better cooperate on social justice issues. I also plan to attend events at the Hindu Community Center to strengthen our ties to the Indian community that we have been working on through our Diwali service and Indian classical music concerts.
- 3) I would like to meet with the Reverend Howard Hanger of the Jubilee Community Church in Asheville and sit in on one his worship planning workshops as his church has a gift of tapping into the power of surge. The idea of surge is that people in our times are less likely to want to serve on ongoing committees and more likely to band together for bigger, time limited efforts to make a difference. Examples in our church include Family Promise, the Diwali service, the Halloween Thriller Dance, December stocking Fish Pantry,

- Vigil for Parkland Shooting and Immigration Round up etc. I would like to learn ways to add surge to our already existing structures as a way to attract and maintain young adult members.
- 4) I plan to visit (possibly more than once) the Abundant LUUV congregation in Atlanta, a congregation started by our ministerial intern Duncan Teague dedicated to building a church that combines Unitarian Universalist spirituality with the black church tradition. I hope to draw insights that will help us become a more diverse congregation.
 - 5) I am getting the manuscript of a book in the mail called Spiritual Travel in the Southeast by Joni Watling, and I plan to pick some places to visit that are along the routes I already plan to travel for writing retreat places but may include Mother Emmanuel AME Church in Charleston.

July will be vacation time, although I suspect some writing will work its way into it.

TVUUC Safety & Security Plans

Currently

- Sunday morning Lobby Presence
John Montgomery is in the Lobby on Sunday mornings from 9am-1pm. On Sunday's, when John is not available Gareth Horner will be there.
- Sunday morning's all Staff are in the building stationed at strategic areas being observant and pro-active.
- We continue to have ongoing conversations with the Knoxville Police Department (KPD) about ways to secure our building and keep our members and visitors safe.

In Process

- New phone system is being installed which will allow us to keep the doors locked during the week and in the evening, if large events are not planned. Staff will have the ability to unlock doors by phone.
- Emergency Lock Down Buttons & Video Surveillance System
Please see attached information
- ALICE (Alert, Lockdown, Inform, Counter, Evacuate) Training – Dec 18 & 19
John Montgomery will be attending this 2 day training session in Blountville, TN. After the training, John will be a certified trainer. Our goal is to then assemble an **ALICE (Safety) Team** that John will train and we will have scheduled volunteers each Sunday morning and for other special worship events (ie Christmas Eve services).
- Building and Grounds members are working on improved Signs and Evacuation Maps.

Next Steps

- Medical Safety Team – we will be assembling a Medical Safety Team of volunteer medical professionals who will be scheduled and identified just

as Ushers, Greeters and ALICE Team members are. The Medical Safety Team will be available each Sunday for any medical emergencies that arise.

- Church Mutual Video Training will be scheduled for staff and volunteers. Training videos include:
Improving Safety at Your Worship Center, Crime-Proof Your Worship Center and Fire Safety at Your Worship Center.
- CPR and Defibrillator Training will be scheduled for staff, volunteers and interested members.
- Trauma First Aid Kits will be purchased and placed in appropriate areas of the building.

Wish List

- Bulletproof Safety Film for our Main Lobby Doors.
- Updated Door Locking platform that can be controlled by app or remotely
- Additional outside cameras
- Additional outside lighting
- Electronic gate for our Lower Parking Lot
- Updated Panic Bars for all of our exterior doors
- "Said smilingly" – A few new members who are law enforcement professionals.

November 23, 2018

Ms. Claudia Pressley
TN Valley Unitarian Church
Claudiapressley@tvuuc.org

Dear Ms. Pressley:

In response to our telephone conversation, Clearview Securities is pleased to propose adding to or modifying your security systems as follows:

1) Emergency Lock Down Buttons

We can provide a wireless emergency system that can provide the following functionality:

- Lock down all exterior doors
- Notify the central station for prompt police dispatch
- Send emergency alert messages to selected cell phones

These emergency buttons will work throughout the building:

Equipment List

- 1 Napco Relay Board Module
- 2 Napco Wireless Receivers
- 3 Wireless Emergency Buttons
- 1 Lot Miscellaneous Hardware

The equipment and installation investment is \$1269.88. The service charge is \$10.00/month.

Additional emergency buttons are \$100.00/each.

2) Video Surveillance System

You requested that we requote the camera solution based on installing two cameras to view the front lobby and the approach to the front entrance:

Equipment List

- 1 8 Camera DVR 2TB
- 1 4 Camera Power Supply
- 1 UPS
- 2 5 MP Turret Dome Cameras DVRT-5MPW
- 1 Lot Video Cable
- 1 Lot Miscellaneous Hardware

The equipment and installation charge is \$1067.65

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If we provide this same solution with a 4 camera DVR, the savings is \$148.50.

3) Door Phones

Per our conference call, your phone system provider is not willing to run the cabling to the three designated entry doors. If we run this cable, your cost is \$634.00.

If you have any questions or wish to proceed, please call.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew W. Harris", followed by a long, horizontal, slightly wavy line that extends to the right.

Matthew W. Harris
President
Clearview Securities, Inc.

MWH/dc