

# Board Agenda

Tuesday, January 15, at 7.00 p.m

Approve Minutes

Approve Financial Report

Stewardship Committee Report -- Bill

Program Council Report -- Keith

~~Building Use and Rental -- Erven~~

Update on Worship Committee--Chris

Chili Supper Sign Up (Note the date: Saturday, February 9, 5.00 p.m.)

# Tennessee Valley Unitarian Universalist Church

## BALANCE SHEET

November 2018

### Assets

|                       |                   |
|-----------------------|-------------------|
| Home Federal Checking | 38,828.26         |
| Home Federal Savings  | 24,133.88         |
| Home Federal CD       | 56,169.58         |
| Gift Card Inventory   | 26,405.00         |
| <b>Total Assets</b>   | <u>145,536.72</u> |

### Liabilities

|                          |                 |
|--------------------------|-----------------|
| Advance Pledges          | 1,080.00        |
| Audit Payable            | 5,000.00        |
| <b>Total Liabilities</b> | <u>6,080.00</u> |

### Equity

|                                     |                   |
|-------------------------------------|-------------------|
| General Fund                        | 54,858.26         |
| Operating Fund                      | 22,844.43         |
| Restricted Funds                    | 61,754.03         |
| <b>Total Equity</b>                 | <u>139,456.72</u> |
| <b>Total Liabilities and Equity</b> | <u>145,536.72</u> |

# Tennessee Valley Unitarian Universalist Church

## RESTRICTED FUNDS

November 2018

### Restricted Funds

|   |                  |
|---|------------------|
| Memorials                               | 9,749.89         |
| Endowment Liability                     | 1,050.00         |
| Garden Endowment Project 2019/2020      | 11,771.83        |
| Furnishings                             | 500.00           |
| Intergeneration Playground              | 248.98           |
| Community Garden                        | 492.11           |
| Sacred Grounds                          | 242.51           |
| Memorial Garden Fund                    | 2,649.69         |
| Solar Fund                              | 3,500.00         |
| Special Music                           | 977.75           |
| Art Gallery                             | 4,572.94         |
| Flowers                                 | 1,902.41         |
| RE Special Projects                     | 2,603.52         |
| RE Youth Trips Fund                     | 2,974.12         |
| Campus Ministry                         | 115.10           |
| RE Middle School Fund                   | 47.45            |
| Childrens Diversity and Justice Library | 415.59           |
| Leadership Development                  | 150.81           |
| Meals & Social events                   | 156.30           |
| Sunday Potluck meals                    | (850.06)         |
| Small Group Ministry                    | (111.39)         |
| WUOT Underwriting                       | 300.00           |
| TVUUC Alliance                          | 1,756.95         |
| Fall Retreat                            | 148.21           |
| 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                                    | 3,443.29         |
| Family Promise                          | 181.30           |
| Volunteer Ministry Meals                | 435.23           |
| Helping Fund                            | 969.55           |
| Women in Crisis                         | 243.54           |
| Haiti Education                         | 60.00            |
| Environmental Concerns                  | (121.35)         |
| Social Action Grants                    | 44.38            |
| Hops and Hope 5K Run                    | 1,612.66         |
| Advancing Equality Fund                 | 1,413.41         |
| Black Lives UU                          | 1,518.91         |
| A Seat at the Table                     | 544.00           |
| <b>Total Restricted Funds</b>           | <b>61,754.03</b> |

# Tennessee Valley Unitarian Universalist Church

## BUDGET VS ACTUAL

November 2018

|                                 | <u>YTD</u><br><u>ACTUAL</u> | <u>YTD</u><br><u>BUDGET</u> | <u>Annual</u><br><u>BUDGET</u> |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|
| <b>Revenues</b>                 |                             |                             |                                |
| Pledge Contributions            | 240,139.95                  | 187,928.30                  | 451,027.93                     |
| Share the Plate - TVUUC portion | 5,846.56                    | 7,692.30                    | 20,000.00                      |
| Non-Pledge                      | 3,203.91                    | 6,666.65                    | 16,000.00                      |
| Prior Year Pledges              | -                           | 4,000.00                    | 8,000.00                       |
| Anticipated new pledges         | 250.00                      | 2,500.00                    | 6,000.00                       |
| Shopping cards                  | 3,441.13                    | 3,333.35                    | 8,000.00                       |
| Auction                         | 413.00                      | -                           | 23,500.00                      |
| Rummage Sales                   | -                           | -                           | 9,300.00                       |
| Building Rental                 | 3,841.30                    | 6,666.65                    | 16,000.00                      |
| Other Income                    | 439.99                      | 608.30                      | 1,700.00                       |
| <b>Total Revenues</b>           | <b>257,575.84</b>           | <b>219,395.55</b>           | <b>559,527.93</b>              |
| <b>Expenses</b>                 |                             |                             |                                |
| Personnel                       | 186,663.29                  | 177,301.31                  | 426,687.71                     |
| Church Mortgage                 | 641.51                      | -                           | -                              |
| Building and Grounds            | 28,685.30                   | 30,684.05                   | 73,641.78                      |
| Operations                      | 10,362.02                   | 9,624.35                    | 23,178.44                      |
| Denominational Connections      | 5,805.00                    | 5,805.00                    | 23,220.00                      |
| Programs                        | 2,574.29                    | 4,708.30                    | 12,800.00                      |
| <b>Total Expenses</b>           | <b>234,731.41</b>           | <b>228,123.01</b>           | <b>559,527.93</b>              |
|                                 | <b>22,844.43</b>            | <b>(8,727.46)</b>           | <b>-</b>                       |

# Tennessee Valley Unitarian Universalist Church

## BALANCE SHEET

December 2018

### Assets

|                       |                   |
|-----------------------|-------------------|
| Home Federal Checking | 99,771.51         |
| Home Federal Savings  | 24,137.98         |
| Home Federal CD       | 56,217.28         |
| Gift Card Inventory   | 19,290.00         |
| <b>Total Assets</b>   | <u>199,416.77</u> |

### Liabilities

|                          |                 |
|--------------------------|-----------------|
| Advance Pledges          | 1,080.00        |
| Audit Payable            | 5,000.00        |
| <b>Total Liabilities</b> | <u>6,080.00</u> |

### Equity

|                                     |                   |
|-------------------------------------|-------------------|
| General Fund                        | 54,858.26         |
| Operating Fund                      | 67,581.23         |
| Restricted Funds                    | 70,897.28         |
| <b>Total Equity</b>                 | <u>193,336.77</u> |
| <b>Total Liabilities and Equity</b> | <u>199,416.77</u> |

# Tennessee Valley Unitarian Universalist Church

## RESTRICTED FUNDS

December 2018

### Restricted Funds

|   |                  |
|---|------------------|
| Memorials                               | 9,749.89         |
| Endowment Liability                     | 1,000.00         |
| Garden Endowment Project 2019/2020      | 11,771.83        |
| Furnishings                             | 500.00           |
| Intergeneration Playground              | 248.98           |
| Community Garden                        | 492.11           |
| Sacred Grounds                          | 242.51           |
| Memorial Garden Fund                    | 3,549.69         |
| Solar Fund                              | 3,500.00         |
| Special Music                           | 777.75           |
| Art Gallery                             | 4,500.90         |
| Flowers                                 | 2,051.23         |
| RE Special Projects                     | 4,531.72         |
| RE Youth Trips Fund                     | 3,034.12         |
| Campus Ministry                         | 115.10           |
| RE Middle School Fund                   | 47.45            |
| Childrens Diversity and Justice Library | 380.54           |
| Leadership Development                  | 150.81           |
| Meals & Social events                   | 350.87           |
| Sunday Potluck meals                    | (1,026.00)       |
| Small Group Ministry                    | (111.39)         |
| WUOT Underwriting                       | 300.00           |
| TVUUC Alliance                          | 1,756.95         |
| Fall Retreat                            | 148.21           |
| 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                                    | 3,443.29         |
| Family Promise                          | 1,634.22         |
| Volunteer Ministry Meals                | 339.35           |
| Helping Fund                            | 3,233.30         |
| Women in Crisis                         | 243.54           |
| Haiti Education                         | 60.00            |
| Environmental Concerns                  | (121.35)         |
| Social Action Grants                    | 44.38            |
| Hops and Hope 5K Run                    | 1,471.56         |
| Advancing Equality Fund                 | 1,413.41         |
| Black Lives UU                          | 4,483.91         |
| A Seat at the Table                     | 544.00           |
| <b>Total Restricted Funds</b>           | <b>70,897.28</b> |

# Tennessee Valley Unitarian Universalist Church

## BUDGET VS ACTUAL

December 2018

|                                 | <u>YTD<br/>ACTUAL</u> | <u>YTD<br/>BUDGET</u> | <u>Annual<br/>BUDGET</u> |
|---------------------------------|-----------------------|-----------------------|--------------------------|
| <b>Revenues</b>                 |                       |                       |                          |
| Pledge Contributions            | 306,324.58            | 225,513.96            | 451,027.93               |
| Share the Plate - TVUUC portion | 6,474.69              | 9,230.76              | 20,000.00                |
| Non-Pledge                      | 4,825.42              | 7,999.98              | 16,000.00                |
| Prior Year Pledges              | -                     | 6,000.00              | 8,000.00                 |
| Anticipated new pledges         | 250.00                | 3,000.00              | 6,000.00                 |
| Shopping cards                  | 4,491.58              | 4,000.02              | 8,000.00                 |
| Auction                         | 21,446.50             | 21,000.00             | 23,500.00                |
| Rummage Sales                   | -                     | -                     | 9,300.00                 |
| Building Rental                 | 4,681.30              | 7,999.98              | 16,000.00                |
| Other Income                    | 498.79                | 849.96                | 1,700.00                 |
| <b>Total Revenues</b>           | 348,992.86            | 285,594.66            | 559,527.93               |
| <b>Expenses</b>                 |                       |                       |                          |
| Personnel                       | 219,114.99            | 212,927.94            | 426,687.71               |
| Church Mortgage                 | 641.51                | -                     | -                        |
| Building and Grounds            | 34,263.72             | 36,820.86             | 73,641.78                |
| Operations                      | 12,696.81             | 11,589.22             | 23,178.44                |
| Denominational Connections      | 11,610.00             | 11,610.00             | 23,220.00                |
| Programs                        | 3,084.60              | 5,649.96              | 12,800.00                |
| <b>Total Expenses</b>           | 281,411.63            | 278,597.98            | 559,527.93               |
|                                 | 67,581.23             | 6,996.68              | -                        |

## **Solar Fund Proposal**

From: Building and Grounds Committee

### **Formal Proposal on file and approved by the TVUUC Board for the Restricted Solar Fund**

All of the payments from FLS Energy/Cypress Creek Renewables are set up to go into the Restricted Solar Fund.

At the end of our contract with FLS (2021) we will have several options.

1. To keep the Solar Panels we have. We will negotiate a remaining balance price with FLS at that time.
2. To look at upgrading to new panels with FLS or another company looking at the new technology available now.
3. Have FLS remove the solar panels completely.

The money in the Solar Fund would be start-up money for whatever option is proposed by Building and Grounds and approved by the Board. Building and Grounds already has a timeline to start looking at new technology next year 2020. This will give us a year to investigate what is in our best interest.

Approved by TVUUC Board 

Date: January 15, 2019



Worship Committee Update to the Board for January 2019  
Submitted by Rev. Chris Buice

1) The names of the current members Worship Committee are below.

Elnora Williams, chair  
Aisha Brown  
Heather Finney  
Gordon Gibson  
Mark Mohundro  
Kate Shaklee

Chris Buice, ex officio  
Claudia Pressley, ex-officio  
Leslie Gengozian ex-officio

2) We have been meeting monthly, which is more than our charter requires, to ensure that we are provided good coverage during the ministers sabbatical April 1-August 1 2019.

3) As always the leaders of the worship team welcome your suggestions for good worship leaders and speakers. Feel free to contact me or any other member of the team with your suggestions. Recently a board member suggested Buzz Thomas and Rob Spirko as possible speakers. These ideas are being added to our list. We are always especially welcoming of ideas for women speakers as self-nominated volunteers lean heavily on the male side (and we are appreciative of all our volunteers regardless of gender identity.)

4) This particular committee is placing emphasis on building bridges with Knoxville's African American community as the worship calendar reveals which is consistent with our congregational goal to foster greater diversity in our congregation and support greater appreciation of diversity in our community. We should probably add to our list of speakers UT's new vice chancellor for diversity Tyvi Small.

5) I had originally hoped that I would be able to keep Nathan Paki, the former chair, on the committee, to continue fostering our connections with the Knoxville Hindu Community Center, as this work was/is so essential to our congregational goal for diversity. Also, I had hoped to keep his extremely good skill set for training and oriented worship assistants. This will not be the case. I recommend that the board take an active role in trying to reach out to Nathan and hear his concerns and Ginna has agreed to do that but their probably should be another person too possibly Debbie Ellis. I also think the board should pass a policy on term limits for committee chairs that way if someone asks me if a chair was treated fairly (and I have been asked by more than one person) I can point to the policy and say that the person was treated the same way as any other leader.

6) I am originally very worried about our worship assistant program. There has been an uptick in complaints about worship assistant related issues since the transition in leadership. Recently, our ministerial intern, Pam Johnson, has agreed to do a worship assistant training that will help in this critical time as during a sabbatical well trained worship assistants are critical for the smooth operation of the Sunday morning experience.

7) Below are the service planned January to August 2019, with open dates also.

|             |  |   |                       |
|-------------|--|---|-----------------------|
| January 6   | New Orleans memorial and epiphany  |   | Rev. Chris Buice      |
| January 13  | Universalism: Quillen Shinn and John Murray  |   | Rev. Chris Buice      |
| January 20  | The Buddha and the Black Church: Calling Each Other In   | Y | Rev. Chris Buice      |
| January 27  |  |   | Bob Porter            |
| February 3  | You Are the Church. Here Comes the Church. Where is Our Holy Church? Who is rich Ben Zoma  |   | Rev. Chris Buice      |
| February 10 | BLM: An Understatement   |   | Rev. Chris Buice      |
| February 17 | One Love: Radical Love Book, Bob Marley  |   | Rev. Chris Buice      |
| February 24 | Cindy Beal (OWL Program Leader)  |   | Cindy Beal            |
| March 3     | What world a UU have to do to end up in the penalty box> We are the traffic  |   | Rev. Chris Buice      |
| March 10    | Is Poor a four letter word?  |   | Rev. Chris Buice      |
| March 17    |  |   | Pam Johnson           |
| March 24    | Keeping the Sabbath  | Y | Rev. Chris Buice      |
| March 31    |  |   | Catherine Farmer Loya |
| April 7     |  |   | John Buehrens         |
| April 14    | Baisakhi which is on April 14, 2019 a spring harvest festival celebrated across all religions in India - both under Hinduism and Sikhism |   | Viren Lalka           |
| April 21    | Easter Sunday/Flower Communion   | y | Pam Johnson           |
| April 28    | Music Sunday/Paul Robeson?   |   | Leslie                |

|           |  |                            |
|-----------|--|----------------------------|
|           |  | Gengozian                  |
| May 5     | Beginning of Ramadan                     | Aisha Brown                |
| May 12    | Mother's Day                             | Lauren Hulse               |
| May 19    | RE Recognition                           | Y Catherine<br>Farmer Loya |
| May 26    | Soul Repair                              | Umoja                      |
| June 2    | The Radical Gospel of Frederick Douglass | Erven Williams             |
| June 9    | Pentecost                                | Pam Johnson                |
| June 16   | Reproductive Justice                     | Mark Mohundro              |
| June 23   |  | Renee Kessler              |
| June 30   |  |                            |
| July 7    | Judith Sargent Murray                    | Gordon Gibson              |
| July 14   |  |                            |
| July 21   |  |                            |
| July 28   |  | Pam Johnson                |
| August 4  |  | Elandria<br>Williams       |
| August 11 | Water Communion?                         | Rev. Chris<br>Buice        |
| August 18 |  | Rev. Chris<br>Buice        |
| August 25 |  | Rev. Chris<br>Buice        |

## **Program Council: Report to the Board, January 2019**

**Keith Hulse**

### **Overarching Goal:**

- Increase PC's ability to identify and recruit volunteers for program needs, especially by leveraging the Realm software

### **Accomplishments so far this year:**

- Clarified with Board (at board retreat) the desire for board to have PC be proactive rather than reactive in its role. Have begun discussions in PC meetings re how to be more effective in this effort.
- Adopted board's covenant for PC
- Created online submission process for "New Program" requests and "Seed Money" grants (renamed from "Block Grants")
- Organized the PC's Google Drive folder and disseminated access for future continuity/access to documents, forms, etc.
- Developed a church-wide "Skills and Interests Survey," which is specifically aligned with each category of the church's programs & volunteer needs
- Inserted Skills and Interests surveys into order of service once monthly all fall, have collected ~45 to date, with the data now entered into Realm database, which assists in volunteer recruitment and newcomer integration.
- Implemented a "Time and Talent Wanted" section in the Newsletter, plan to run article ~monthly to publicize needs re. Time and Talent and to help shape expectations of church members to "give something, even if only a little."
- Awarded three "Seed Money" grants (all applications received):
  - \$500 to start a TVUUC Bookstore, cabinet in Fellowship Hall, stocked with UU-related books for sale (Adult RE, UUA materials, books mentioned in sermons, etc.) (Mikhael Loo)
  - \$300 to fund books for discussion group series led by a young adult member, "So You Want To Talk About Race?" (Vix Newman)
  - \$157 for garden tools for "Invasive Species Removal Project," which has already been happening periodically through Kids RE. (Bob Grimac)
  - That leaves \$543 of the \$1,500 budgeted unspent. PC has not yet discussed what ideas to propose for what to do with the remaining funds.
- Approved one new program, "Oneness Group," led by Trevor Dockery-Palmer
- Meet regularly with "Connection Circles" (newcomers) group to talk about role of PC in the church & how to get involved in programs.
- Discussed "Dinners for Eight" idea. Concerns about logistics and that it could detract from fellowship meals. Countersuggestion is to do Sunday potluck meals several times a year at church after service.

### **Challenges:**

- The need to vary the week of the month we meet has been problematic for PC meeting attendance, as has implementing Realm as a primary communications tool. We've discovered some problems with people not having their Realm accounts set up or not having notifications set up such that they get messages. We have reverted to email backup for now.

- Disappointed that there were not more “Seed Money” grant applications—wondering how to publicize/stimulate, need to discuss at upcoming PC meeting

### **Current Staffing Need and Issues:**

- Membership Cluster Chair: Was empty for over a year, then Jodie Hamilton agreed to do it, but then subsequently agreed to become rising chair of PC, so position vacant again. Lauren is effectively fulfilling this function at present.
- Fellowship Cluster Chair: Also vacant several years now
- Religious Services Cluster Chair: ditto
- Small Group Ministry Chair is vacant: Judy Ann Langston has just resigned. Currently Lauren is maintaining the data re the groups and communicating with facilitators & potential participants when needed (10 small groups, all full). Long term question: how to support? “Heart to Heart” is Lauren & Catherine’s experiment re small group ministry, about 20 people have registered.
- Membership Committee and Youth and Adult RE Committees apparently not meeting (?), Catherine taking on task of restructuring. Long term question: how to organize volunteer leadership to support these programs in a way that’s sustainable for volunteers and accessible for the next generation of leaders.
- Suggestions for people to fill these roles?

### **General Issues, Ideas, Observations:**

- If several of the important clusters seem to be continuing to function in the absence of a cluster chair, how essential is it to fill that role? Much of the communication of program needs/issues seems to come to the PC through administrative staff rather than cluster chairs
- Is no clear mechanism/procedure/schedule in place for cluster chairs checking in with their groups re needs—consider an annual or semiannual report to the PC?
- Subjectively seems to be more and more difficult to find people willing to come to PC or other committee meetings
- Consider: shifting PC to more of a “vision and mission” focus rather than administrative focus? (Setting policy vs. carrying out policy)
- Overall, PC needs more structure WRT its role and functions: needs an operating procedure
- Idea: PC volunteer recruiting table in Fellowship Hall—but, staffing?

# **Chili Supper Sign Up Sheet**

**February 9, 2019, 5:00pm**

## **Chili**

- Matthew Blondell
- Jeff Kovac
- Athanasios Bayiates

## **Cornbread**

- Ginna Mashburn
- Ryan McBee

## **Salad**

- Denise Coleman
- Debbie Ellis

## **Deserts**

- Denise Coleman

## **Beer**

- Robby McMurry

## **Games**

- 

## **Set Up and Break Down**

- Everyone