

TVUUC Board ZOOM Meeting MINUTES December 21, 2021

<<https://us02web.zoom.us/j/87554992710>>

Having established a quorum, President Ryan McBee called the meeting to order at 6:34 pm.

Present (in alphabetical order): Matthew Blondell, Chris Buice, Eddie Chin, A.B. Coleman, Heather Kistner, Viren Lalka, Ryan McBee, Jeff Mellor, Claudia Pressley, Mary Rogge, Ken Stephenson, Jamie Watts, Alice Woody.

1. Approval of Minutes November 16, 2021 Board Meeting

Alice moved, Eddy seconded approval of minutes as distributed. Unanimous. [00:51]

2. Financial Review [1:22]

Viren started the Financial Report by noting that pledge contributions are up by ca. \$70+k in the comparison between **budgeted** year-to-date (YTD) vs. **actual** year-to-date (YTD) numbers. Timing played an important role in this increase in the November report because some people have submitted their entire pledges for the year already. Budgeted auction number was \$25k, but actual number was considerably lower (\$18k) because of the COVID impact. [5:35] Because he was out of town, he had been unable to provide the promised more comprehensive financial recommendations, but will have them by mid-January. One major matter was the question of solar panels: lease them or purchase them? Claudia confirmed that the roof project work has been completed. A final payment will be made in the coming days. [7:06] For further detail on this and other projects, she referred members to Will Dunklin's recent article in the Newsletter. Even with some additional unanticipated repairs, the entire project came in under the budgeted amount of \$50k. [8:03] Ryan asked about an apparent deficit of ca. \$30k in the documents and asked if this was again a matter of timing and how this fit into the total picture for the year. Claudia confirmed that we had budgeted ca. \$500k. At this point, we have 217 pledges. Currently we have \$1667 more than the original \$550k. This excess assumes continued pledge fulfillment as promised. [9:55] The pledge amounts received so far: October \$55k, November \$31k, December to date \$22k. Regarding pledge fulfillment status: 29 people have already 'completely' fulfilled their pledges, amounting to slightly over ca. \$115k. The 'mostly fulfilled' accounts for 17 people who have provided \$56k of a total pledged amount of a little of \$75k. [12:26] In short, a number of pledgers have been donating at a faster rate than expected for a 12-month pledging cycle. Of slight concern are the 29 pledgers who to date have not actually donated any of their pledged amounts or ca. \$55k. Viren reminded the Board that the roofing project was covered by the SBA capital loan. [14:00] As a result, he expressed confidence that we are in positive fiscal territory right now because of a positive trend line in pledges and expenses on an even keel. Ken asked a further question about the funds from the PPP vs. the SBA. PPP funds were targeted for salaries in his recollection, so how much remained from the SBA loan to be used? [15:51]

Viren responded that the PPP money has been spent. Regarding the SBA loan: of the total amount of \$150k, ca. \$50k has been spent on the roofing project, so ca. \$100k remains to be spent. Discussion about increasing the SBA loan amount revealed the difference that churches, which do not submit tax returns, are not eligible for additional funds, whereas non-profits, which do submit a Form 990, can. The SBA amount we applied for was subject criteria over which we had no control, e.g. budget size, number of staff, etc. [18:35] To the question of whether we need more money, the answer was yes and no. Yes, because our operating fund has a number of challenges. No, because our Endowment Fund is doing well and the Endowment supports SOME of the expenditures (<15%) that come under the heading of operating. There remain a number of projects that portend future expenditures (e.g. parking lot improvements, installing EV chargers, AV improvements in the sanctuary). [20:30] These might amount to an additional \$100-200k beyond the current SBA amount. Discussion further clarified that the SBA loan can be repaid over 30 years with a monthly payment of \$661, without penalty for

early repayment. Payment start date is in October of the next fiscal year. The kitchen stove, originally purchased used, has gas leaking issues requiring replacement and B&G will have a replacement recommendation soon, likely to mean purchase of a new, commercial electric stove. [24:15] Mary asked, and others seconded, a request that the financial documents be provided earlier to permit thoughtful review. [25:50] Viren noted that exceptional circumstances this month had delayed distribution of the reports that are normally available 2 business days in advance. For next month, Friday the 14th of January is projected. [27:00]

3. Technology Committee Charter [27:15]

Ryan mentioned that a draft had been sent out earlier but had not received feedback, so he asked AB to review its status and substance. In response to a request from Viren for an introduction to the Microsoft Teams platform, AB repeated his readiness to offer both individual and group instruction as before. [28:20] A clarification was noted that a Task Force is of limited duration and doesn't require a Charter, whereas a Committee requires one to be a recognized church entity and that the current task force will have a broadened scope when it is chartered as a committee. [36:22] The Task Force as currently configured is as follows:

Technology Taskforce

Current Members:

- Ryan McBee (Strategic Planning)
- Denise Coleman (Strategic Planning)
- A. B. Coleman (Strategic Planning)
- Mikhael Loo *
- John McNair *
- Bill Pierce *
- Chloe Airoidi-Watters *
- Mark Mohundro *
- Cyndi Buchanan *
- Daniel Buchanan *
- Miriam Davis
- Eric Hansen

Potential Members:

- Any volunteer that is interested in learning about, contributing to, or tracking the status of TVUUC Technology projects
 - Identify personal areas of interest
 - Sign up with team leaders of TTF channels
 - Receive user credentials

Ryan noted that, since no Board action was required on this matter, he thanked AB for this update in anticipation of a later draft to fully constitute the committee.

4. COVID Task Force [39:15]

Matthew reported on a question from the CTF about whether its charge should remain in force given the recent dissension surrounding its work. It requested an affirmation of its work and clarification that its work had followed due process. [39:39] Chris reported that the Program Council was doing reach out to a broad spectrum of the congregation to assess needs and desires under the strictures resulting from COVID. As a frequent visitor to the CTF meetings, Mary expressed strong support for affirmation of the CTF work. Jeff expressed his perception that many in the church do not understand that the CTF is not making policy, but carrying out the mandates of the Board itself, hence the CTF is blamed for Board policies.

Heather moved, Jeff seconded full support for the past work of the CTF and support for its continued work. Unanimous. [48:51]

5. Family Promise Update

Alice reported on the status of our Family Promise support. Last night Family Promise Knox decided to discontinue housing families in church buildings. Some issues were (a) the refusal of some participants to reveal their vaccine status, (b) the expense of using hotels/motels for the program, (c) Family Promise cannot demand vaccinations of program participants. Churches will continue to provide food by taking dinners to Family Promise Center.

6. Program Council Update

Alice reported that the Program Council is looking and thinking about ways to engage the congregation after our long time of virtual gatherings.

- a) They will be contacting Jametta about helping to start new member classes.
- b) Even though they are not a fundraising committee, they are looking for ways to help in this area.
- c) They have will make an announcement about block grants to encourage members to pursue more activities.
- d) In consultation with Chris, the Program Council will call members to ask:
 - i) How are you doing;
 - ii) How connected do you feel to TVUUC?;
 - iii) What would help you feel more connected to the church?

7. Sustainable Strategy Task Force Proposal

Ryan and AB reviewed issues that have arisen that may require bylaw changes:

- (a) steps for the future,
- (b) connection to Southern UUA,
- (c) 'dropped balls 'where tasks assigned have not been performed possibly because responsibilities were not clearly defined,
- (d) issues on the staffing of the Personnel Committee,
- (e) sustainability issues.

Ryan said he would produce a more detailed report to the Board before the April meeting on some of these issues. Heather and Ryan both expressed a need for identifying and training people to fulfill certain roles, i.e. Leadership Development.

Ryan moved, Ken seconded establishment of a task force to review the above issues and report to the Board in advance of its April meeting with a suggested plan of action. Unanimous.

8. Adjournment

The meeting was adjourned at 7:54 pm.

Respectfully submitted,

Jeff Mellor, Clerk-Secretary