

	<p>Minutes for the Congregational Meeting of Tennessee Valley Unitarian Universalist Church</p> <p>APPROVED</p>	<p>Sunday, June 08, 2025</p>
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Heather Kistner, President of the Congregation, called the meeting to order at 12:33pm and confirmed a quorum. She read welcoming words and chalice lighting words.

Eddie Chin, Vice President, read the Congregational Covenant.

Maddie Kulpa, Secretary, reviewed several items on the congregational ballot:

- Approval of Meeting Minutes from 02.23.2025
 - No corrections or modifications presented; Noel Arring moved to approve the minutes; the motion was seconded by a member of the congregation.
- Proposed Bylaws Changes (see appendix A)
 - No discussion needed; changes had been moved and seconded previously by the Board of Directors.

Eddie Chin, Chair-Elect of LDC, presented a slate of Leadership Development Nominations (see appendix B)

Steve Drevik, Treasurer, presented the proposed budget for 2025-2026 (see appendix C).

- Question about Building Maintenance position: only funded through end of January 2026 due to financial constraints
- Question about Senior Minister salary package: salary was not changed when the job description was changed as Rev Buice is still a full-time senior minister; per former personnel committee chair, all our compensations are roughing 15% below the UUA recommendation for a congregation of our size and demographics.
- Budget approval was moved by the Board prior to meeting, seconded by Lynn Hixson.

Nick Potter, DFO Search Committee member, presented an update on the search process.

- Firstly, the job description was written and approved at the May Board meeting. Next step will be posting the job description to online job boards and begin reviewing applications for interviews. Final steps will wait for Rev Buice's return from sabbatical at the end of the summer.
- Secondly, Claudia Pressley has agreed to remain on staff for an additional 90 days after her original retirement date to allow for onboarding.

Rich Davis, EFC Chair, presented an annual Endowment Fund Committee Report.

- Dividends from the investment account can be used to fund projects beyond the scope of the TVUUC operating budget.
- 2024 ending balance: \$905,051 (increase of \$59,617, including \$4,000 in donations)
- The Committee monitors the investment portfolio and has the power to distribute up to 4% of the fund's income annually.
- The Committee approved \$19,224 in 2025 for 3 individual project proposals.

Break for casting ballots

Mark Mohundro presented an update on the TUUCAN program.

- TUUCAN is a new initiative as a State Action Network of UU Congregations.
- TVUUC is participating with the endorsement of the Board of Directors, and additional participation is welcome.

Carolyn Rogers presented an update on the Right Relations Team.

- After several years of planning, Rev Buice and the Board of Directors supported the formation of a Right Relations Team for TVUUC. Carolyn and Kathy Greenberg are leading the team as they begin UUA training.
- The Team will be responsible for helping the congregation to live in harmony within our congregational covenant.

Carol Villaverde presented an update on the Program Council.

- All Programs are sorted into three clusters:
 - Congregational Care (chaired by Carolyn Rogers)
 - Fellowship (chaired by Chloie Airolldi-Watters)
 - Justice (chaired by Barbara Lamm, co-chair vacant)
- Program Council Leader retreats have begun and will continue.

- Work in Realm database is being done to keep information Programs and Committees up to date, along with our website. New charters and policies are also in the works.

Mark Mohundro, New Member Coordinator, presented a membership update.

- From June 2024: 10 Starting Point sessions and 10 QUUestion sessions were facilitated.
- From 2023-2024: 13 new members. 2024-2025: 24 new members.
- Goals for the upcoming year: Landing Point sessions restarting, weekday evening potlucks to reach out to the community, trans inclusion webinars.

Catherine Farmer-Loya, Director of Lifespan Religious Education, presented an update on the RE program.

- In addition to new member programs, Adult RE offerings include welcoming, beloved community, and UU educational offerings.
- 77 children and youth are currently registered and participating regularly in our RE programs. 21 of those participants are new this year.

David Asbury, Director of Music, presented an update on the Music Program.

- Music department volunteers stepped up without a music budget being available for the past fiscal year, with financial support and donations of equipment.
- Several soirees and concerts were put on this year; over 30 congregational musicians played or sang this year; 25 choral pieces were performed; guest musicians were frequent as well.
- Question about frequency of organ use: David clarified that he has been utilizing the organ as much as possible and will continue to do so.

Voting results presented by Eddie Chin: all ballot measures passed (see Appendix D).

Heather Kistner spoke about the past year and expressed gratitude to various committees, volunteers, and program leaders. Roy Kersey spoke up and asked for gratitude to be expressed for Heather in her role as President.

Heather spoke about the importance of relationships within a congregation. In response to recent conflicts, the UUA was called upon for assistance, and the Board connected with the Hope For Us program. TVUUC will need to discuss our Honor Congregation status to move forward with that program.

Heather spoke about the work of the incoming Board of Directors; building relationships that focus on mutual understanding, empathy, and shared goals. Being in full relationship with the

UUA and the Southern Region will require becoming an Honor Congregation.

Heather thanked the congregation for allowing her to be President for the past year.

Maddie Kulpa expressed that she is honored with the responsibility of leading the TVUUC congregation. She shared her plans to reestablish trust within the congregation, to reopen lines of communication from leadership to the congregation, and to work with leadership to build a strong foundation.

Maddie shared her gratitude for all members of the congregation, staff, and church leadership.

Maddie concluded the meeting by reading chalice extinguishing words. The meeting was adjourned at 2:15pm.

Submitted by Maddie Kulpa, Board Secretary

Approved by the congregation on January 11, 2026

APPENDIX A

Recommended Bylaw Changes:

Article VII Church Groups / Section 5: Other Committees, Teams, and Programs

Current: "A list of all Committees, Teams, and Programs and their members will be maintained in the Church office and on the Church website."

Revision: "A list of all Committees, Teams, and Programs and their members will be maintained in the Church office and the secure, password-protected church database."

Rationale: In the current political climate, especially, this can pose a security and privacy issue for our members and friends, as their names would be publicly visible on the website. The church is currently using Realm but may opt to use another option in the future. Therefore, using the words "secure, password protected church database" would allow for future changes in database programs without necessitating an update to the bylaws.

Article VII Church Groups / Section 4: Elected Committees a) Leadership Dev. Committee

Current: "Secretary for a one-year term."

Revision: "Secretary to serve a term of one year and can be re-elected up to three successive terms with the expectation that each Secretary will serve at least two years."

Rationale: This change will reduce confusion about term limits and will bring the Secretary position in line with term limits set for President and Vice President.

APPENDIX B

Nomination Slate:

President: Maddie Kulpa

Vice President: Lynn Hixson

Treasurer-elect: Rob Richardson

Secretary: Devon Alley

Board Member at Large: Ed Mohundro

Program Council Co Chair: Carol Villaverde

Program Council Co Chair: Barbara Lamm

Leadership Dev Committee Chair-Elect: Stephanie Kyriazis

Leadership Dev Committee Position 1: Jack McElroy

Leadership Dev Committee Position 2: Seema Singh

Endowment Committee Position 1: Jayne Raparelli

Endowment Committee Position 2: Jennifer Maples

Endowment Committee Position 3: Bill Cherry

APPENDIX C

Proposed Budget for FY 2025/2026

Accounts	FY 2024-2025	FY 2025-2026	FC Notes
	Full Year Budget	Full Year Projection	
Revenues			
Giving			
410001 Pledge Contributions	\$540,000	\$577,410	Committee says +3% over last year
410002 Share the Plate - TVUUC Portion	\$10,800	\$13,000	adjusted for forecasted actuals current FY
410003 Non-Pledge Contributions	\$40,000	\$22,000	no \$20K transfer this year
410006 Generosity Sunday Contributions	\$14,000	\$10,200	adjusted for forecasted actuals current FY
410004 Prior Year Pledges			
Total Giving	\$604,800	\$622,610	
Fundraising			
410101 Gift Cards	\$8,287	\$7,000	adjusted for forecasted actuals current FY
410102 Fundraising Events	\$27,000	\$26,000	
410201 Building Rental	\$10,000	\$7,000	adjusted for forecasted actuals current FY
Total Fundraising	\$45,287	\$40,000	
Other revenue			
410203 Other Income	\$600	\$600	
410212 Interest - Home Federal savings	\$60	\$80	
New CD Interest	\$5,000	\$4,200	
Total Other revenue	\$5,660	\$4,880	
Total Revenues	\$655,747	\$669,490	
Expenses			
Building & Operations			
Mortgage & Debt			
510001 SBA Loan Payments	\$7,692	\$7,692	
Total Mortgage & Debt			
Building & Grounds			
510101 Utilities	\$24,000	\$24,000	
510102 General Maintenance & Supplies	\$18,000	\$18,000	
510104 Cleaning Service	\$12,000	\$12,000	
510105 Grounds Upkeep	\$24,000	\$23,000	
510106 Trash & Recycling	\$2,400	\$2,400	
510107 Security Monitoring	\$1,100	\$1,100	
510109 Property Insurance	\$8,000	\$8,000	
Total Building & Grounds	\$98,192	\$96,192	
Operations			
510202 Office Supplies	\$1,000	\$1,000	
510203 Copier Lease & Supplies	\$6,600	\$6,600	
510204 Telephone/Internet	\$5,200	\$5,200	
510205 Postage	\$1,200	\$1,200	
510206 New Computers & Software Purchases	\$400	\$400	
510207 Advertising	\$260	\$260	
510208 UUA Pamphlets	\$440	\$440	
510209 Hospitality Events (combine with kitchen supplies)	\$260	\$0	move to kitchen fund
510210 Online Donation Processing Fees	\$3,000	\$3,000	
510211 Stewardship	\$1,500	\$2,500	has been supplementing out of pocket for years
510213 Kitchen Supplies/Food	\$300	\$1,060	create restricted fund and fund that.
510214 Realm	\$4,000	\$4,500	add \$500 membership module
510216 Gift Card Charge Fees	\$100	\$100	
510217 Bank Fees	\$0	\$0	
510218 Gift Card Shrinkage/Gain	\$0	\$0	
510219 Inova Payroll Processing	\$2,500	\$2,500	
510220 Computer Maintenance	\$900	\$900	
510222 Lic & Subscription Fees	\$3,884	\$3,884	
510224 Personnel Expenses - Other	\$260	\$260	
Total Operations	\$31,804	\$33,804	
Denominational Connections			
510301 UUA Dues (not Honor Congregation)	\$18,000	\$18,000	
Total Denominational Connections	\$18,000	\$18,000	no plan for Honor Cong. Level
TVUUC Programs			
510201 Board Expenses		\$1,500	to be updated before giving to board
510400 Program Council Block Grant	\$500	\$600	
510401 Music Program	\$0	\$1,200	prev used income/funds one year test
510402 New Member Expenses	\$1,500	\$1,500	
510403 Guest Musicians	\$0	\$1,000	prev used income/funds one year test
510404 Leadership Dev & Conferences (members)	\$1,000	\$2,000	raised for general assembly
510405 Worship Committee	\$1,750	\$1,750	
510409 Misc Program Expenses (incl Program Council)	\$350	\$650	added Program Council Retreat \$300

510411 Lifespan Religious Ed (C & Y) Programing	\$5,500	\$5,500	
510412 Reproductive Justice	\$200	\$200	
510413 Young Adult Ministry (Events)	\$250	\$2,000	requested 3k
510414 TVUUC Library	\$0	\$0	
510416 CDJ Library	\$0	\$0	fund has grown from \$5.8K to \$6.2K, use restricted fund, fund 2
510417 Misc RE Expenses	\$1,000	\$1,000	
510418 Lifespan Religious Ed - Adult	\$500	\$750	
510419 Beloved Community	\$1,000	\$1,000	
510408 Youth Groups (Events)	\$0	\$2,000	requested 3k, still has 5k restricted account
Total TVUUC Programs	\$12,550	\$21,150	
Personnel			
2.4%	2.4% - Estimated Raise	DFO ratio: 63.3%	
Salaries and Wages			
510501 Sr. Minister (Salaried - Full Time)	\$75,436	\$77,247	
510502 Sr. Minister Housing Allowance	\$26,522	\$27,159	
510507 Sr. Min Disability Insurance	\$460	\$460	
510511 Dir of Finance & Operations (Salaried - Full Time)	\$64,151	\$54,742	
510521 Dir of Lifespan Religious Ed (Salaried - Full Time)	\$60,008	\$61,448	
510531 Dir of Music (Salaried - 30 Hrs)	\$39,642	\$40,504	
510541 Office Administrator (Hourly - 35 Hrs)	\$32,457	\$33,236	
510551 Facility Assistant (Hourly - 10 Hrs)	\$11,042	\$6,441	funded through 1/31/25
510553 Sexton (Hourly - Part Time)	\$12,879	\$13,188	
510561 New Members Coordinator	\$13,003	\$13,315	
510572 Assistant Dir of Religious Ed (Salaried - 20hrs)	\$17,709	\$18,134	
510581 Childcare	\$7,000	\$9,000	needed to maintain ratios w/children
Total Salaries and Wages			
Payroll Taxes			
510505 Sr. Minister SE Tax Offset	\$7,800	\$7,800	
510515 Dir of Finance & Operations P/R Tax	\$4,907	\$4,187	
510525 Dir of LRE P/R Tax	\$4,590	\$4,701	
510536 Dir of Music P/R Tax	\$3,033	\$3,106	
510544 Office Administrator P/R Tax	\$2,483	\$2,543	
510552 Facility Asst P/R Tax	\$845	\$483	funded through 1/31/25
510554 Sexton P/R Tax	\$986	\$1,009	
510564 New Members Coord P/R Tax	\$995	\$1,019	
510583 RE Staff P/R Tax	\$2,065	\$2,115	
Total Payroll Taxes			
Retirement			
510503 Sr. Minister Retirement	\$8,157	\$8,352	
510512 Dir of Finance & Operations Retirement	\$5,132	\$4,379	may or may not be needed
510522 Dir of LRE Retirement	\$4,801	\$4,916	
510532 Dir of Music Retirement	\$3,171	\$3,247	
510542 Office Administrator Retirement	\$2,597	\$2,659	
510573 Assistant Director of Religious Ed Retirement	\$1,417	\$1,451	
Total Retirement			
Health Insurance: Estimated Growth	10.00%		
510506 Sr. Minister Health Plan (E+S)	\$19,440	\$21,364	
510514 DFO Health Plan			
510524 Dir of LRE Health Plan (Family)	\$16,095	\$17,705	
510535 Dir of Music Health Plan (Employee+Spouse)	\$8,288	\$8,117	
510543 Office Admin Health Plan (Employee)	\$8,289	\$8,039	
510574 Assist Dir RE Health Plan (E+C)	\$0	\$7,413	
Total Health Insurance			
Other Personnel Exp			
510504 Sr. Minister Professional Expense	\$5,800	\$7,725	10% of salary by contract
510802 Workers Comp Insurance	\$2,400	\$2,400	
510815 Staff Professional Expenses	\$3,000	\$3,246	
Total Other Personnel Exp			
Total Personnel	\$478,601	\$478,970	
Independent Contractors			
510821 Video Production	\$9,600	\$12,774	new contract, 54 services
510823 Sound Operators	\$1,000	\$2,600	
510822 IT Support	\$6,000	\$6,000	
Total Independent Contractors			
Other Expenses			
Sustainability Fund Contribution	\$2,000		
710100 SBA Loan Principal Payments	\$0		
Total Other Expenses			
Total Expenses	\$655,747	\$669,496	
Net Total (add residual to reserve fund)	\$0	\$0	

APPENDIX D

results out of 88 ballots received:

OFFICES / ITEMS	APPROVAL	YES
President: Maddie Kulpa	94%	83
Vice President: Lynn Hixson	92%	81
Treasurer-Elect: Rob Richardson	95%	84
Secretary: Devon Alley	95%	84
Board Member At-Large: Ed Mohundro	92%	81
Program Council Co-Chair: Carol Villaverde	95%	84
Program Council Co-Chair: Barbara Lamm	91%	80
Leadership Dev Committee Chair-Elect: Stephanie Kyriazis	93%	82
Leadership Dev Committee Position 1: Jack McElroy	94%	83
Leadership Dev Committee Position 2: Seema Singh	93%	82
Endowment Committee Position 1: Jayne Raparelli	94%	83
Endowment Committee Position 2: Jennifer Maples	93%	82
Endowment Committee Position 3: Bill Cherry	94%	83

Minutes from February 2025 Mid-Year Meeting	97%	85
2025-26 Budget	89%	78
Bylaws: secretary term limits	98%	86
Bylaws: committee member lists online	98%	86