

TVUUC Annual Congregational Meeting
June 10, 2018



Annual Congregational Meeting
June 10 at 12:30 pm



TVUUC Members and Friends,
Just a reminder that Sunday, June 10th, Tennessee Valley Unitarian Universalist Church will hold its Annual Congregational Meeting in the Sanctuary at 12:30 pm. We will discuss and review several important congregational matters Your input and participation are priceless, and we encourage everyone to attend. You must be a member of the church and sign in before the meeting in order to be able to vote. Absentee voting is accomplished only by using the proxy system, as outlined below.

What: TVUUC Congregational Meeting

When: Sunday, June 10th at approximately 12:30 pm (Immediately after the 11 am service)

Where: TVUUC Sanctuary

Physical copies of information will be available in the church office before the meeting on June 10.

Agenda for the meeting

The following is the agenda for the meeting.

Call to Order

Approval of the minutes of the May 21, 2017 Congregational Meeting

Brief Review of 2017-18 – Jeff Kovac

Report of the Nominating Committee – David Holden

Report of the Endowment Committee – Lillian Mashburn

for Ken Stephenson

Share the Plate Information and Reminder to Vote – Terry Uselton

Resolution to name Jenny Arthur Minister, emerita – Jeff Kovac

Proposed budget for 2018-19 – Robby McMurry

Election Results

Introduction of President for 2018-2019 - Jeff Kovac

Adjourn

Proxy (Absentee) Voting

If you are a member who is unable to attend and would still like to vote, you can arrange to vote by proxy. This means you may select another member to vote on your behalf. A member may serve as proxy for no more than two absent members. To do so, provide written authorization that the proxy may vote for you (you can do this by emailing the proxy). The proxy will then bring your written authorization or printed email to the church and check in between 10 am and 12pm. The proxy will be given a proxy card to show during votes.

We look forward to seeing everyone at the meeting.

**Sincerely,
Jeff Kovac**

**Board President
Tennessee Valley Unitarian Universalist Church
2931 Kingston Pike
Knoxville, TN 37919**

Tennessee Valley Unitarian Universalist Church
Annual Congregational Meeting
May 21, 2017 at 12:30 pm

Welcome- President of the Board Elnora Williams

Opening Words- Matthew Blondell

Hymn 114- (gray hymnal) Forward through the Ages (Ann Barber, Pianist)

TVUUC Board Review of this Year's Accomplishments: Elnora Williams

- Each Board Member served as a Liaison from an area of church governance to support in understanding and accomplishing goals, activities and governance documents with the leaders. (Lifespan Religious Education, Music, Stewardship, Finance, Auction, Rummage Sale, Program Council, Personnel, Minister's Evaluation, Worship, Denominational Affairs, Endowment, Membership, Share the Plate, Nominating Committee and Building and Grounds) A Board Monitoring report was presented at every Board meeting. The Board is committed to keeping charters, bylaws, job and program descriptions and duties up to date and assessable to all members.
- The Board approved The Safe Congregation Manual with the support of Lifespan Religious Director that is in place.
- The Seraphim Membership software was approved for purchase.
- In October the Board worked with the General Assembly 2016 Delegates, Highlander Center and SURJ to present a Racial Justice Workshop focused on the Black Lives Matter Platform and a series of Book Talks presented by Gordon Gibson and John Bohstedt on Rev. William Barber's book, The Third Reconstruction.
- Board Members have participated in many activities this year by being actively involved with the following: Auction, Endowment Project Selection Committee, Choir, (5 members), OWL Leader, Assisted Transportation Leader, Nominating Committee, Budget Planning, and working with the Children's Choir.
- The Board supported the Auction that raised \$23,000 and the Rummage Sale that raised \$10,000. The Board contributed a Multicultural Basket and Chili Supper for the Auction. Hats off to the Auction and Rummage Sale Committees.
- The Gift Card, Auction and Volunteer Food Ministry Committees were recognized this year receiving a plaque and group photo during the Sunday morning announcements and monthly newsletter.
- The Board organized a Vision and Action Plan Committee with members, Denise Coleman, Jeff Kovac, Lance McCold, Frony Ward and Elnora Williams. Denise Coleman reported: The Vision and Action Plan Committee continued the process of having the Staff and Committees develop objectives to support the TVUUC Vision and End statements. A Mind Map was created to organize ideas from multiple documents.

The Mind Map was used to prioritize and track the status of the highest priority objectives. Potential software solutions that would be a single source for consolidating new and existing Vision and Action Plan documentation were researched and discussed. Also, this solution would provide a simplified process for updating documents using tablets, mobile phones, or PCs. The Vision and Action Plan Map will be available on the TVUUC website.

- The Board approved the formation of a Technology Task Force.
- Our church will have a full slate of 8 credentialed General Assembly delegates. (June 21-25, New Orleans Convention Center). Six delegates: Erven Williams, Elandria Williams, Judy Gibson, Mark Muhundro, Catherine Loya and Elnora Williams will be going to New Orleans. Our two off-site delegates will be John Bohstedt and Marco Casteneda.

Parliamentarian Procedures- Walter Davis

Walter apprised the group that a quorum had been met.

He stated that the meeting will follow the set agenda as advertised, as this is in accordance with the By-Laws. Walter informed the assembled that any vote requires "ayes" from 2/3 of those members assembled for passage.

He also described the process of offering nominations from the floor for elected offices.

Walter proceeded to oversee the following:

Proposed Change to the Nominating Committee Charter- Elnora Williams

This change regards the search by the committee for a President-Elect.

Under (9) Responsibilities of the Committee Chair:

Work closely with the President and President-elect when asked for suggestions in filling Board-appointed positions and vacancies for elected positions.

Change this by adding:

"It has been customary to allow the President- elect (who is an ex-officio member of the Nominating Committee) to talk with his/her desired successor without informing the Nominating Committee. This allows the "recruit" to make a very crucial decision privately, without added pressure from the congregation. When such a recruiting effort has been successful, the President-elect will immediately inform the Chair, and the Nominating Committee will approve that choice. In the unlikely event that the Nominating Committee NOT approve that choice, the Chair of Nominating, the President and the President-elect will meet to consider ways to rectify the situation."

It was moved and seconded. Discussion ensued, questions asked, and opposition voiced with reasons. Clarification of current process (leading to the request for a change in the ByLaws) was given by Past-President Kathy Bohstedt. Continued concerns regarding changes were offered, predominantly voicing that this change is not needed, and why this is so, mainly that private conversations allow frank discussion about the parameters of the job, what is required, including time commitment that the position requires. Concerns

from the membership primarily referred to issues of transparency and the significance of the role of the Nominating Committee.

It was moved and seconded that we close the discussion and move to vote on the motion on the floor. This motion was defeated via ballot 71 to 6, announced by the President.

Endowment Fund Committee Report- Ken Stephenson

Current funding stands at \$368, 597. The money for last year's fund project has already been removed from this figure. Ken stated they are pleased that contributions to the long-range significant good of the church will continue. He further informed that the Committee is working to "reignite" the eternal flame a way of identifying donations to the Endowment Fund. The 2017 chosen fund project to enhance technology in several areas of the church is targeted to reach completion by end of August. There is no part of this plan that includes screens in the sanctuary at this time.

Proposed 2017-2018 Budget- Robby McMurry, Treasurer Elect

A summary of the proposed budget was attached and the details made available in this meeting. The full proposed line-item budget had been made available in the church office the week prior to this meeting.

Robby moved to accept the budget. Jeff Kovac seconded. The discussion ensued, including a basic idea of the process the committee followed offered by Robby, including seven rounds of paring from the idealized budget.

Questions about details of the budget were asked and answered by Robby and by Will Dunklin.

The budget was passed.

Election of Nominees- Reid Franks, Chair of Nominating committee, introduced the list of nominees for positions in TVUUC Leadership for the 2017-2018 church year.

Reid read the slate offered by the committee; those nominees present were asked to stand. Walter asked for any nominations from the floor; there were none. Discussion: Reid was asked why we are voting for a President and a President-Elect, and he explained that when the President-Elect vacated her position, the President filled that seat as per By-Laws; however this position remains in need of the congregation to vote for/against the person chosen.

Frony Ward moved to accept the slate as presented and Ruth Horton seconded. This motion passed.

Walter retired as Parliamentarian from the podium at this point as all items requiring voting had been completed.

Presentation of Special Awards- Elnora Williams

Elnora acknowledged those leaving service on the Board.

Elnora then acknowledged our Church Administrator, Claudia Pressley, for her service, especially in the absence of the Senior Minister who is on sabbatical.

Share the Plate Voting- Terry Uselton

Terry talked about the funding of all 24 projects submitted, which was a change from earlier years. They also extended the process through the summer, another change. This year they received 28 requests. The Committee cut that number to 22; therefore, the voting will accept 22 of the 28 nominations. The assembled were asked to vote in the meeting in order to jump-start this voting process. It was suggested from the floor that perhaps the committee should have fewer recipients of the Share the Plate and allow those chosen to receive more meaningful contributions.

Introduction of the Rising President- Elnora Williams

Rising President Greetings- Jeff Kovac

Closing Words- Annette Mendola

Summary of Major Board Activities - 2017-2018

Policy Governance

The board made progress in improving our policy governance procedures. New or revised charters for the following committees were approved:

Building and Grounds
Finance
Music
Personnel
Strategic Planning
Worship

Revisions of additional charters are ongoing.

Realm Database

The board voted to purchase the Realm database which has been rolled out to the congregation. This database serves as an online membership directory, facilitates communication and record keeping and allows members to manage their financial contributions easily.

Senior Minister's Job Description

An updated job description for the senior minister that better reflects current responsibilities was adopted. The job description includes collaboration with a fully-functioning worship committee but does not include a committee on the ministry. It also includes an emphasis on encouraging stewardship from the pulpit and through other means.

Sales in the Church

A policy regarding sales in the church was drafted and adopted.

Social Action Funding

The system for social action funding (share the plate) was revised to better meet the needs of the congregation.

Stewardship

The board established a stewardship committee and monitored the progress of the campaign. The board voted to pay off the current mortgage with cash reserves.

Monitoring Activities

The board gets regular reports on important church activities (e.g. religious education, pastoral care, music, etc.) makes suggestions, and responds to requests for actions as necessary.

***Bios of Nominations for 2018 Annual Congregational Meeting
From the Nominating Committee
As of May 29, 2018***

President-elect



Denise Coleman. Denise was a partner and founder with two consulting businesses, Strategic Deployment Systems and Quality Development Inc. As a principal and consultant, she worked with executive teams to develop organizational strategies and to implement them using information technology and process improvement tools. Prior to these positions, she held sales, marketing, and management positions in the advertising, television, and information technology fields – Xerox and IBM.

Denise has a Bachelor of Science in Business Administration from Old Dominion University and a Master of Science in Leadership Studies from the University of Tennessee. Currently, Denise is a member of the TVUUC Board of Directors.

Secretary-Clerk



Wendy Syer. Wendy began attending TVUUC in 2005 and has been a member since 2006. Since then, she has been a member of the Auction Committee, volunteers with Family Promise, coordinates both her Small Group Ministry group and the Sunday Caring Table, and has been involved with the TVUUC Refugee Task Force, tutoring the children of refugee families. Since July 2017, she has served as the Secretary-Clerk of TVUUC. She is married to Dick Trowbridge and is the mother of Geoff Trowbridge.

Board of Directors, Members At-large, Three-year Terms:



Ryan McBee. Ryan McBee is a lifelong resident of Knoxville. Ryan works in Healthcare Information Technology and enjoys traveling, public radio, music, and spending time on the lake with his wife Kristen and son Theo.



Erven Williams. Erven has been a member of TVUUC for over 25 years. His volunteer activities presently include: TVUUC Music Committee member, Denominational Affairs Chair, Volunteer Ministry Food Team, and Southeast District Nominating Committee. He also volunteers in the community as a water safety instructor for elementary school students, Norris Dam Visitors Center, and Knoxville United Way. Past volunteer activities include: TVUUC Stewardship Chair, Finance Committee, Choir, delegate to UUA General Assembly and GA attendee for 10 plus years.

Erven retired from the Tennessee Valley Authority where his positions included: Project Manager Dam Safety, Project Manager Water Management, and Chief of Budget and Planning for Tributary Area Development. Erven also has on-going assignments with the Federal Emergency Management Agency (FEMA) as a BVI Contractor.

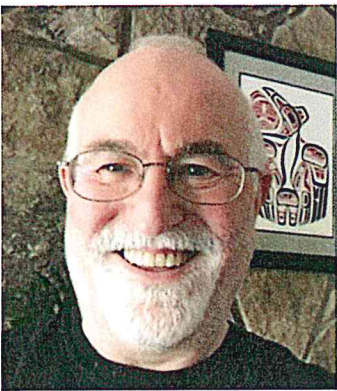
Board of Directors, Member At-large, One-year Term (Replacing Denise Coleman



Athanasios "Atha" Bayiates. Atha was born and grew up in Boston, MA. His father immigrated to the United States from Lemnos, Greece; his mother was born on a dairy farm in Orwell, VT. Atha moved to Knoxville when he was 17 to attend UT, where he earned a Bachelor's in Architecture. As an undergraduate, he sought out educational opportunities in educational philosophy, the arts, and art history that eventually led him to teaching. He returned to UT and earned his Master's in Education. He has worked in Knox County Public Schools for 17 years.

Two things brought him to TVUUC: a desire to be a part of a welcoming community that believes in the inherent worth of all people that could support his spiritual growth and a need to be a part of a spiritual community that is actively engaged in working for social justice with joyous effort. "I am grateful to have found a home in such a loving spiritual community at Tennessee Valley Unitarian Universalist Church.

Endowment Fund Committee



Bill Cherry. Bill is currently finishing a three-year term on the Endowment Fund Committee and looks forward to serving a second term. Bill retired from the biopharmaceutical industry in 2007 with his last position being the Senior Vice President of Quality and Regulatory Compliance with the American Red Cross blood banking program. After leaving the corporate world and before he fully retired in 2012, Bill was a performance management consultant and also served TVUUC as the Interim Director of Administration for 2 1/2 years. A member of TVUUC since May 2008, Bill has been Treasurer, Governance Task Force chair, and chair of the Sunday Service Task Force. Bill also sponsors Halloween Pub Night in Bill's Basement, the annual auction event. Outside of TVUUC, Bill is president of the Flying Anvil Theatre board, is actively campaigning for Gloria Johnson, and tries to spend as much time with his three grandkids as he can.

Grier Novinger. Grier has been a member of the church since 1986 and has had two stints on the Board. She has also been TVUUC President. Grier says, "I'm committed to growing the endowment fund and would be happy to be part of that process."



Ken Stephenson. Ken will be serving a second three-year term on the Endowment Fund Committee. Ken joined TVUUC nearly 40 years ago with his wife Dee and their children Laura and Jon. From the very beginning Ken has been inspired by the people of TVUUC, their dedication to values like equality, environmental justice, inclusion, and community. "It's gratifying," Ken says, "to be able to contribute to the life of the congregation and, in particular, to help ensure our presence in Knoxville far into the future."

Nominating Committee Chair-elect



Ted Jones. Ted is a longtime TVUUC member and attended TVUUC as a child. He has previously served on the Nominating Committee. He has served in other capacities at TVUUC as well, including being President in 2008-2009.

Nominating Committee Member

Betty Bumgarner. Betty is a longtime member of TVUUC and is happy to be part of such a loving community. She presently coordinates the Personal Beliefs class that meets on Sunday mornings and is a member of the Alliance. She has served on the Endowment Fund Committee, assisted with start-up of the Caring Table. She's been involved with the small group ministry, the Classic Movie Group, worked for the annual TVUUC auction, and in other ways. "Being a member of the Nominating Committee will enable me to give back to TVUUC in small repayment of the many blessings I have received from this congregation."



Barbara Plaut. Barbara has been an associate professor of computer science at Maryville College and, prior to that, was a systems software developer for a DOD contractor in the Washington, DC area. She has been attending TVUUC for three years.

"I love playing games. My partner Alexis Tudor and I love birds and nature. I have two daughters: Lena, a technical writer who lives in Durham, NC, and has a partner Kaz; and Chelsea, a mathematics instructor at UT-Chattanooga who has a husband Michael and a son Leo."

Program Council Rising Chair. Note: The PC Rising Chair is appointed by the Board of Directors. The nomination of Jodie Hamilton is being forwarded by the Nominating Committee to the Board for approval.

Jodie Hamilton. "I've been coming to TVUUC with my family since 2008. We became members in 2010. I feel blessed to have found this loving community. My children, Forrest and Brook, have grown up here. My wife Jen has found friendship and happiness here. I've found a place to grow spiritually and participate in building a beloved community. Giving my Time, Talent and Treasure here makes me feel fulfilled. I've been volunteering on the Stewardship Committee for about 5 years and just finished my first year teaching YRE for the 4th-5th grades. I've been Membership Cluster chair for about seven months and on the Program Council in that capacity. This year also marks my fourth year leading the TVUUC Fall Retreat at Pickett State Park. Being involved in the many programs and ministries here keeps me connected to my community of friends. I can think of no better place to be than here at my church home."



Official Ballot for Annual Election of Officers TVUUC Congregational Meeting - June 10, 2018



OPTION!

I CAST MY VOTE FOR THE ENTIRE SLATE BELOW AS NOMINATED

Position	Nominee	YES	NO	Write-ins (with permission)
President -Elect	Denise Coleman	<input type="checkbox"/>	<input type="checkbox"/>	_____
Board Secretary - Clerk (1yr)	Wendy Syer	<input type="checkbox"/>	<input type="checkbox"/>	_____
Board Member at Large (3 yrs)	Ryan McBee	<input type="checkbox"/>	<input type="checkbox"/>	_____
Board Member at Large (3 yrs)	Erven Williams	<input type="checkbox"/>	<input type="checkbox"/>	_____
Board Member at Large (1 yr)	Athanasios Bayiates	<input type="checkbox"/>	<input type="checkbox"/>	_____
Endowment Committee (3yrs)	Bill Cherry	<input type="checkbox"/>	<input type="checkbox"/>	_____
Endowment Committee (3yrs)	Grier Novinger	<input type="checkbox"/>	<input type="checkbox"/>	_____
Endowment Committee (3yrs)	Ken Stephenson	<input type="checkbox"/>	<input type="checkbox"/>	_____
Nominating Committee, Chair-elect	Ted Jones	<input type="checkbox"/>	<input type="checkbox"/>	_____
Nominating Committee Member	Betty Bumgarner	<input type="checkbox"/>	<input type="checkbox"/>	_____
Nominating Committee Member	Barbara Plaut	<input type="checkbox"/>	<input type="checkbox"/>	_____
Program Council, Rising Chair	Jodie Hamilton	<input type="checkbox"/>	<input type="checkbox"/>	_____

Proxy Voting

Anyone unable to attend the Congregational Meeting may ask another member to vote for them by proxy. As indicated in the *Voting by Proxy* policy/procedure:

“At the meeting, the attending member must present to the Secretary-Clerk, a written statement from/by the absent member empowering the attending member to vote for her/him. That written statement may be in the form of a printed e-mail from the absent member. Both the Secretary-Clerk and the attending member must be satisfied of the authenticity of the written statement or e-mail.”

The Secretary-Clerk will provide the attending member with ballots and Proxy Cards as appropriate. No attending member can vote proxies for more than 2 absent members.

Proxy Voting Form

I, _____, appoint _____ as my proxy and authorize him/her to cast all votes on my behalf at the June 10, 2018 congregational meeting.

Signed _____