

**Unitarian Universalist Church of Chattanooga
Board of Trustees Meeting Minutes for April 18, 2013**

Present: Pamela Rumancik, Minister
Wendes Jones, President
Buck O'Rear, VP Resources Ministry
Elaine Watkins, VP Outreach Ministry
tom kunesh, VP Religious Growth Ministry
Elaine Hill, Past President
Alan Larson, Treasurer
Frank Caperton, President-Elect
Jim Welborn, Secretary

Absent: Nicky Ozbek, VP Congregational Life Ministry

Wendes Jones called the meeting to order at 6:56 pm. The chalice was lit and Rev. Pam had the opening words from Thich Nihat Hanh on "Inter Being".

Minutes Approved: Buck moved to approve minutes as revised. Seconded by Frank and approved by the board.

Minister report: Report was not read but is part of the minutes. The same is true for Religious Growth Ministry.

Financial report: Alan stated that currently pledges are at 100% of expenditures with several members paying full year. Currently expenses are \$1800 lower than pledges.

Policy on financial document retention: Alan said there are two categories a) maintain for 7 years and b) maintain forever. Daidee and Lynna Ruth have reviewed in accordance with IRS rules. Category maintain for ever is mainly the history of the church. **Buck agreed to ask the finance committee to draft an official policy and bring to BOT for a vote at May 10 meeting.**

Vacancy Treasurer-Elect: Alan will touch base with Nicky and send email on progress to Wendes.

Greeters Counting Collection Plate: The audit committee recommended that we change the way that we count the church funds in order to bring in line with accounting best practices. It had been suggested that Greeters could help with this task. **Elaine Watkins requested that we table issue until it could be studied further and BOT agreed.**

Building Space: Frank met with architect Ken Brandenburg about space utilization in the church. The two large rooms downstairs could be partitioned off with soundproof partitions to make additional space available when necessary. Buck and finance committee would determine cost when requested for additional space.

Delegates for GA: Three spots have been approved for GA attendees. Frank is definitely going and Wendes will secure the other two remaining spots. Other members that have shown an interest or have attended in the past are Daidee Springer Steve Hollingsworth, Mary Hunter, Melissa Reece and Frances Starkis.

Stewardship Campaign: Buck reported that \$163,000 is needed to meet dream budget. Currently \$113,000 has been pledged and based on these numbers we should get to \$156,500 by the end of campaign. We should finish by 4/21 with major part of pledges. The Solar Panel part of "Let the Sun Shine In" campaign is over the top for the

installation of 12 solar panels with additional funds coming in. Buck also said that in order to have all the numbers in for a vote on 2014 budget, we may need to move the BOT meeting for May 10. This will be addressed if required.

Weapons Policy: Wendes said the three different weapons policies, to be voted on at June 9 annual meeting, have been communicated to members by E-mail and Bulletin.

Congregational Covenanting Process: Frank has agreed to look into a process for getting this accomplished. Frank believes that we need a process that engages the members and we need their enthusiasm to launch such a project. He does not think that this should be in process while we are in search of a new minister. Pam agrees that this is good work for the church to do and maybe best done when we have a settled minister.

Consultation Update: Wendes reported that Connie Goodbread from UUA would lead a team of three, one each from Knoxville and Nashville districts. She would like to begin with a one (1) hour videoconference to determine if we are ready for a consultation team to help. Probably 4 sessions will be required for a minimum of 3 hours each. The cost is \$75/hr for the video conference.

Frank pointed out that we must design the process to reach the entire congregation and not just the board. **Buck made motion to move ahead with the teleconference to see if it can make the board more efficient and inspire us to lead. Alan seconded the motion and the board approved.**

Ministry Search Calendar: Wendes went over what the search committee calendar would look like and discussed what responsibilities rested with the board and the search committee. The search calendar as received from UUA is a 44 step Process. The BOT has several responsibilities in the process.

1) BOT arranges for visits of District Executive (abandoned for congregational life consultant), Ministerial Settlement Representative (MSR), and District Compensation Consultant. Our MSR is Ann Marie Alderman and she tentatively planned a visit on June 1 to meet with BOT and deliver a sermon on June 2. The board would like the meetings to be rescheduled for June 15 and 16 in order for the new BOT members (elected at annual meeting on June 9) to be a part of the search process. Wendes will communicate this to Ann Marie and MSC.

2) Provide requested information to the MSR.

3) Board Plan Search Committee Process.

4) Board Adopt a Search Committee Budget. Alan reported that we currently have \$5,767 in our budget for Ministerial Search. The UUA suggests \$8,000.

We have other monies available if needed. A detailed explanation will be attached to the BOT minutes.

Church Use: Tom gave an update on the Spiral Scouts use of church. They will meet April 21 and 20 kids and 10 couples were at last meeting. Tom will report on requirements for sponsorship of Spiral Scouts by UUCC.

Another group headed by Veronica Slack and Carl Slack (Recovery 1) have asked permission to meet at UUCC. It is a 12 step type program and would specify no alcohol and no tobacco. An ad hoc committee of Frank, Paul, Pam and Buck have meet with Veronica Slack. Frank will make sure that we are ok on our insurance. **Elaine Watkins made a motion to allow Recovery 1 use of church on a 90 day trial basis and continue only after a review. Motioned seconded by Tom and approved by board.**

Stonework Repair: Elaine Watkins will ask Ron and Paul if they would like to finish the stone work on our church sign. We would like to complete by year end.

Finance-Amendment to church Mileage Reimbursement Policy: Elaine Hill requested a clarification of who is covered by the policy. There are questions the IRS definitions for Volunteer and Staff. What if the volunteer is a dully elected member of the board? Referred back to the finance committee for a re-look at the policy and bring back to BOT.

Annual meeting: June 9 is the date for our annual meeting and board member annual reports are due May 21 so they can be put together in time for the annual meeting.

RE budget requested increase of \$250: Tom requested the increase to cover expenses for remainder of year. It was pointed out that money is available in restricted gift funds for RE. **Tom made motion to request the transfer of \$238.50 from restricted gifts to RE. Buck seconded and BOT approved.**

Art on The Walls: Buck said that Bob Copeland has offered the Art on the Walls for a silent auction with proceeds going to the church. **Frank made a motion to accept the offer and that finance recruit a committee to handle the auction and asked Wendes to write a letter of thanks to Bob Copeland. Alan seconded the motion and the board approved.**

Wendes had the closing words with readings from: Walden said, "I think that we may safely trust a good deal more than we do." And Confucius said, "To know that we know what we know, and that we do not know, what we do not know, that is true knowledge." Meeting adjourned at 9:24 pm.

Next board meeting is May 10, 2013 at 7:00 pm at UUCC.

Jim Welborn, Recording Secretary for the BOT