

**UNITARIAN UNIVERSALIST CHURCH OF CHATTANOOGA
BOARD OF TRUSTEES MEETING**

December 20, 2012

Present:

Pamela Rumancik, Minister
Frank Caperton, President Elect
Nicky Ozbek, VP Congregational Ministry
Tom Kunesh, VP Religious Growth Ministry
Elaine Watkins, VP Outreach Ministry

Guests:

Chalice was lit and Frank Caperton gave the opening reading from a book by John Luther Adams.

Frank Caperton chaired the meeting for President Wendes Jones.

Approval was given by the board to accept the Covenant of the East Tennessee Cluster. Nicky Ozbek made the motion and Jim Welborn seconded the motion. This is a requirement for becoming a member of the cluster group.

Nicky Ozbek made the motion to approve the November minutes and it was seconded by tom kunesh and minutes were approved by the board.

Frank Caperton encouraged all Board Reps to review their duties. Elaine Watkins agreed to be Sunday board rep on December 23, 2012; April 28, 2013; and June 30, 2013 replacing Diane Reed. Frank Caperton will take Sunday, February 24, 2013.

A motion was made by Jim Welborn and seconded by Elaine Watkins to move the collection of gifts for the Minister's Benevolence Fund from Christmas Eve to February in lieu of share the plate. Motion was approved by the board.

We are in need of someone to chair the stewardship campaign. Please give names to any board member.

We will be having cottage meetings as part of our stewardship campaign and will need volunteers to host these meetings. More information will be forth-coming and you will be encouraged to volunteer as a host.

The board approved equal distribution of staff [Holiday](#) gifts to include Minister, Office Manager, DRE, Music Director and two (2) [Nursery](#) Workers. The motion was made by tom kunesh and seconded by Nicky Ozbek.

On recommendations of the finance committee, the board approved sending quarterly pledge statements to members and friends. The motion was made by tom kunesh and seconded by Elaine Watkins. This will be a reminder of where each of us stands with our pledge and giving to UUC.

On the recommendation of the Finance committee and in the absence of Diane Reed, VP Resources Tom kunesh made the motion and Jim Welborn seconded and the board approved the contribution of ten percent (10%) of DRE's salary to Retirement fund. This is in compliance with UUA Procedure. The cost will be \$786 for the second half of the year.

Nicky Ozbek made a motion and Elaine Watkins seconded and the board approved a recommendation from the finance committee to accept a \$2000 gift to be used for purchase of sound equipment.

Recommendations for expense reimbursement for gas and mileage will be forth-coming from finance committee. Currently there is not a uniform procedure for these reimbursements.

Financials are much improved and will be reviewed in January. We received 2 full year pledges and two half year pledges totaling \$8400 in November which inflated the November numbers. Pledge statements will be sent in mid January.

Rev Pam handed out the form used for the Interim Progress Appraisal. It is time for the first Interim Progress Appraisal for Interim Minister and it will be added to the Board Agenda for January and report is due into UUA in February.

Rev. Pam read closing words and the meeting adjourned at 8:30 pm.

Next BOT Meeting is January 17, 2013at 7:00 pm.

Minutes submitted by Jim Welborn, Recording Secretary to the Board of Trustees for 2012-2013