

**BOT Meeting Minutes for October 16, 2014**  
**Unitarian Universalist Church of Chattanooga**

**Amended**

**Present:** Leslie Brock, President; Monique Lewis, President Elect; Daidee Springer, Treasurer; Jim Welborn, Secretary; Buck O'Rear, VP Resources Ministry; Cecile de Rocher, VP Religious Growth Ministry; Linda Park, VP Outreach Ministry; Greg Cruz, VP Congregational Life Ministry; Frank Caperton, Past President; Rev. Cathy Harrington, Developmental Minister

**Guest:** Kay McCurdy, DRE

Leslie called the meeting to order at 6:32 pm. Monique lit the chalice and gave the opening reading "Make New Friends". Everyone checked in and the meeting began.

**September Minutes:** Daidee made a motion to accept the minutes as submitted. Buck seconded the motion and the minutes were approved.

**Minister's Update:** Rev. Cathy distributed copies of the book "Serving with Grace-Lay Leadership as a Spiritual Practice" by Erik Walker Wikstrom to everyone and urged us to read it before our BOT Retreat. We were encouraged to read it twice so it would sink in. Rev. Cathy is in process of naming her transition team to work with her during her ministry. Full report attached.

**Financial reports:** Daidee reported that we are falling behind which is typical for this time of year. We are \$1,000 behind last year. Cathy's retirement will show up next month and Insurance will probably show up in December. We usually have a spike in pledges in November and December. Full reports attached.

**Expense Policy:** Daidee presented a revised accountable reimbursement policy as approved by the Finance Committee for approval by the BOT. The policy titled "Unitarian Universalist Church of Chattanooga Accountable Reimbursement Plan" states clearly the responsibilities of the church and of the ministers, staff and volunteers claiming reimbursement. This plan is intended to be an Accountable Reimbursement Plan as defined by the IRS so that no part of reimbursements will be subject to taxation as income to the recipient. Daidee moved to adopt the revised policy and Buck seconded and the policy was unanimously approved by the BOT. New policy will be added to the policy manual and old policy removed. New policy attached.

**Items from the Finance Committee:**

**Craft Fair:** Buck and Leslie reported that the Fall Harvest Festival was a success. Thanks to all the contributors and volunteers was given in Sunday Service. Buck also thanked Leslie for her leadership to make the Craft Fair successful. The communications for the fair should be improved since some said that they did not know about it. It, however, was announced in the Newsletter, email blast, order of service and from the podium on Sunday.

The **Art on the Walls** was chaired by Carol Hobbs and Nancy Anderson and Rev. Cathy will have them introduce the young artists in the Sunday Service.

**Update on the Activity with UUA Consultant for Stewardship:** Bill Clontz, Congregational Stewardship Network (CSN) consultant for the UUA will be here on December 5-7 for the Stewardship campaign. He will speak to the congregation during Sunday Service to introduce himself and talk about why he is here. He will emphasize stewardship as talent, time, and treasure. He will also meet approximately 50 members over the weekend. The campaign will feature the FORTH program (Forward through the Ages) to begin to build relationships and the Appreciative Inquiry part to turn negatives into positives over a 3-5 year time frame.

**Report planning for 2015-2016 Stewardship campaign:** Buck stated that the Stewardship Celebration Sunday went really well with 110 members in attendance. It did not change the pledge profile. Pledges were reduced, stayed the same, and some did not pledge. Since then some have come back and some of the pledge deficit has been made up by new members. At the end we had 40 pledging units to contact. We need sustaining members and we need to push for online pledge payment. Monique questioned whether on Celebration Sunday with all of the entertainment if they grasped the idea to turn in their pledge cards. Stewardship was not truly face to face.

**DRE Report:** Kay will send a memo to all committee chairs explaining that everyone should contact her for childcare. DO NOT contact childcare workers! Teachers are scheduled through May. Kids will be in church on November 2 and December 14. Full report attached.

**RE Report:** Cecile reported that OWL training will be held in March 2015 when one male and one female trainer is available. There will be sessions for grades 7-9 and 10-12.

**Outreach:** Linda reported that UU 101 began first session on Sunday, October 12 and 7 new prospects in attendance and 3 that could not attend. Next two sessions will be Sundays, Oct. 19 and Oct. 26. The October 26 session will be Committee chairs discussing their duties. Membership committee members are Maurine Olin, Diana Solomon, Susan Kennedy, and Chuck Mehan. Rev. Cathy has designated Sunday, November 16 as New Member Sunday.

Social Justice has been very active with peace discussions, film on global warming, Amendment 1 in TN, and reproductive justice. There will be a Transgender Day of Remembrance service on Thursday, November 20. Kay was excited to report that Walgreen's now have same sex greeting and wedding cards.

**Congregational Life:** Greg reported that there will be a congregational meeting on Sunday November 9 for purpose of voting on the members of the nominating committee. There was an omission at the Annual meeting when only the new member Kristie McKinley was voted in. We will vote on Catherine Long and Tacie Overbeck for new two year terms.

**Posting sermons and service on Utube:** Posting outside communications should be by the communication committee with Minister and BOT President approving any outside communications.

**Piano Donation:** After discussion, **Leslie made a motion to accept the donation from member Richard Ralston of the piano. Monique seconded the motion and the BOT approved the motion.**

**Board Retreat:** Friday, October 24 from 5:30-8:30 pm here at the church. Saturday, October 25 from 8:30 am-4:30 pm at Eastgate Center Conference Room. Food will be furnished FR. And Sat. **Daidee made a motion to increase line item 6002 from \$500 to \$1,500 for BOT Retreat and Quarterly**

meetings and make sure we are getting fair share charges from the UUA and money will be taken from reserves if required. Motion was seconded by Linda and approved by the BOT.

**Quick Report Items:**

1. **Special Congregational Meeting:** Sunday, November 9, 2014 for election members of the Nominating and Development Committee.
2. **Board Rep duties/script:** Go with what we are given by the Minister or the Worship leader. We should not add extra items to the script without minister or worship leader approval.
3. **Board Rep Schedule-any changes:** No changes necessary at this time. Leslie will be floater.
4. **Proposal for Solomon memorial-Claire Hale:** Table until next meeting.
5. **Next Meeting: Wednesday November, 2014 at 6:30 pm. Note day change to not interfere with Transgender Day of Remembrance on November 20.**
6. **Rummage Sale:** Pagan group will be glad to sponsor a rummage sale. We will need to check with Kurtzs and Anne Johnson on the timing of donations and when COG will not need the church.

Everyone checked out and Monique extinguished the chalice and gave the final word. Adjourned at 8:52 pm.

Submitted by Jim Welborn, Secretary