

Board Meeting Minutes for August 20, 2015

Unitarian Universalist Church of Chattanooga

Present: Monique Lewis, President; Buck O'Rear, VP Resources Ministry; Cecile de Rocher, VP Religious Growth Ministry; Linda Park, VP Outreach Ministry; Greg Cruz, VP Congregational Life Ministry; Pam Johnson, Secretary; Daidee Springer, Treasurer; Bill Derrickson, 2015-2016 Assistant Treasurer; Leslie Brock, Past President; Rev. Cathy Harrington, Developmental Minister.

Guest: Susan Kennedy, Transition Team

Monique called the meeting to order at 6:32 p.m. Pam lit the chalice and shared a reading. Everyone checked in.

July Minutes: Buck made a motion to accept the minutes. Greg seconded and the minutes were approved unanimously.

OUTREACH REPORT: Linda Park's report is attached below.

August 2015 Report from VP of Outreach Ministry

Communication

Due to recent events on UUCC's Facebook page, the Communication committee realized the urgent need to create an up-to-date policy for Social Media. The committee worked together over the past weeks and unanimously agreed on a "working" policy for Social Media. The committee would like to monitor the effectiveness of the policy over the next 6-12 months and make adjustments as needed. After the committee has worked under the policy for several months, they will submit it to the board for official approval. Following is a copy of the working policy:

UUCC Online Social Media Administrative Policy • August 2015

1. The purpose of UUCC's online social media presence is to present information about the weekly programs at UUCC, including details about Sunday services, religious education, and other church activities.
2. Civil comments from members, presenters and the general public are allowed.
3. UUCC administrators post news and information about UUCC, and specifically create weekly postings about our Sunday programming on our uucc.org website and [facebook.com](https://www.facebook.com/uucc) webpages.
4. UUCC administrators answer follow-up questions about postings - like time, place, etc., with facts based on our *nUUsletter* and other office postings.
5. UUCC administrators shall not offer personal opinions or advice as UUCC.
6. UUCC administrators may engage personally, as individuals, in online discussions on UUCC social media.
7. UUCC administrators may remove or ban any inappropriate postings (e.g., sexual, threatening, unrelated, advertising). If the administrator is unsure if a posting is inappropriate, site administrators shall confer with the other administrators for recommendations. If there is no agreement, the UUCC vice president of Outreach Ministry shall be contacted for recommendations.
8. UUCC administrators- shall be diplomatic and neutral in their responses.
9. UUCC administrators shall immediately recuse themselves from moderating any discussion involving personally sensitive topics and issues involving friends, personal opinions or facts of personal interest.

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10. UUCC administrators shall immediately provide to other website administrators for review the text and reasons for removing any post or banning any person from UUCC-managed websites.
11. UUCC administrators may apply moderation unilaterally, i.e., review, hold or disable all posts to the webpage, and shall immediately notify other UUCC administrators of the action and the reason/s.

Social Justice

The Social Justice team continues with plans to encourage more members of our church to join in with social justice activities. These plans include creation of a survey to be completed by members/friends of the congregation for the purpose of identifying 2 or 3 issues in which many members will become involved; development of a brochure and t-shirts. The team also plans to set up SJ Information Tables in the fellowship hall once a month, or when appropriate, to educate the members/friends on upcoming activities, etc. The team plans to do 5 forums and 2 services this year. There are several organizations (such as Family Justice Center, Elephant Sanctuary, Blue Monarch, Women's Shelter and Guest at the Table) being discussed as appropriate for "Share the Plate" Sundays.

The committee has voted to recommend changes to our bylaws which will be brought to the board at a future date.

Membership

There are no updates this month from this committee; however, a meeting is being planned to discuss immediate and future activities for the members of this committee.

MINISTER'S UPDATE: In addition to her filed report, Cathy shared the following:

A visitor from Atlanta is looking for ministers to work with him, recruiting Cathy and the ministers from AME and Pilgrim Congregational to help the Charleston churches.

Minister's Notes - August 2015

It's good to be back to work, I've missed my UUCC community. I had a restful and fun vacation in Ludington where the weather was perfect and the beaches are exquisite. We enjoyed our pontoon boat and the dogs loved have a fenced yard to run free. It made me realize that it's time to try and find a house to rent with a yard. Perhaps even lure Jim to Chattanooga one day! I'm still adjusting to the heat and humidity and find that I'm more tired than normal in the afternoon. Just a few more weeks and I'll be bragging about the weather...☺

I invested a large portion of my Professional Expense money to attend a workshop titled, "The Work of the Congregation," during the first week of August. The training is designed for Interim ministers though I believe it should be mandatory curriculum for all ministers. It was an intense five days and was held at the Maritime Center near Baltimore where the food was amazing and abundant. We all ate like beasts and then waddled home. There were three UU's, several Episcopalians, one Rabbi, one UCC, and three or four Lutherans all of us a few pounds heavier than we were in July. I will be incorporating my new wisdom in all aspects of our developmental work together.

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Since I've been home, I've attended many meetings: Transition Team, board president, Religious Education Director, Lay Pastoral Care Committee, and Finance Committee. I have had a luncheon with two former members and I have three non-member weddings on the horizon.

Upcoming, I am planning a meeting of the new Worship Associates and will begin implementing the Program in September. I'm looking forward to working with folks to create meaningful worship that will be seamless and collaborative.

I'm looking forward to our second year together!

In faith,

Cathy

FINANCIAL REPORT: Daidee reported that fiscal year 2014-2015 pledges were a couple of hundred dollars over what we expected, but were not enough to support us for the year. Therefore, approximately \$7,000 of COG funds will be transferred from the COG temporarily restricted account #3218 to income account #4708. This will leave \$24,000 in the COG temporarily restricted account which will be enough to fully fund the 2015-2016 budget.

Pledge income during July was much greater than for previous years.

Buck moved to accept the financial report and Cecile seconded the motion. The finance report was unanimously approved.

The complete June and July financial reports are attached to these minutes.

RESOURCES REPORT:

Pledge numbers through July 31

97 pledging units \$180,727

33 Family

57 Individuals

\$1862.13 Mean

\$1200.00 Median

	1 st Quartile	2 nd Quartile	3 rd Quartile	4 th Quartile
2015-2016 FY	6.20%	10.30%	20.6%	62.9%
2014-2015 FY	7%	10%	19%	65%
UUA guidelines for a healthy church	10%	15%	30%	45%

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Miscellaneous Notes:

- 1) Building insurance renewal policy will include exclusion for access or disclosures of confidential or personal information. A rider is now required. Finance has requested information for cost and coverage. Request for same to local agent 08-17. Application being sent to us.
- 2) Crown Castle, cell tower owners sent check in amount of \$2,000 for quick response to extending land lease.
- 3) Endowment Fund balance - \$82,621.82 as of July 31, 2015
- 4) The finance committee had a recent situation in that more than one committee was involved in a function but only signature space for one committee chair is on current form. To insure all expense is covered in even if expected revenue is not sufficient, prepared a draft revised form for board action. In addition to adding more signature spaces, guidelines added for aid in preparation of form. (Electronic copy sent to board 08-14).

Finance committee recommends Board approval of revised PIC form. Buck motioned that we accept the revised form, Daidee seconded the motion, and the motion was unanimously approved.

RELIGIOUS EDUCATION REPORT:

- Orientation for OWL for parents on Sunday August 30. Grades 10-12 on second Sunday afternoon of the month from 12:20 to 3:30 pm (except December) and grades 7-9 on the following Wednesday evening of the month (except December) from 6:00 to 9:00 pm.
- RE will kick off the fall curriculum on August 23. Chalice Children will be for 3 to 4 year olds.
- Refurbishment is complete except for the new signage.

DIRECTOR OF RELIGIOUS EDUCATION REPORT:

Religious Education for Children & Youth - Report for July, 2015

- Average weekly attendance: 25
- For the month of July, the Sprouts (ages 5-8) and Medievals (ages 9-12) classrooms were combined. Teen class continued to meet with youth ages 13-18.
- Brenda Ford, Kay McCurdy, and Cecile de Rocher continued their work on the downstairs refurbishment project. Installation of the new carpet began on July 28th and was completed on July 31st.
- A new sectional sofa and two armchairs were purchased for the Teen room. We in RE hope everyone will feel welcome to use all of the classrooms for their meetings/gatherings.
- Due to the overwhelming demands of refurbishment project, the RE Retreat (scheduled for August 1st) was postponed.
- Teen teacher James Joyner resigned from his volunteer post on July 26th.
- DRE met with the Chalice Children & Medievals teaching teams in July, in order to review curriculum and set teaching schedules. DRE is scheduled to meet with Sprouts & Teen teaching teams in August.

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CONGREGATIONAL LIFE REPORT: Greg Cruz's report is attached below.

August 2015 Report from VP of Congregational Life

Worship and Music:

1. Choir will begin fall practice the Sunday after Labor Day, 9/13 at 9 am. First service to sing will be 9/27 and then 10/4.

Wowzers:

1. Once again did a fabulous job during the summer break scheduling speakers and special music.
2. Jesse Blue and Juniper Russo UUCC congregants both gave wonderful inspiring sermons / talks.

Art on the Walls:

1. To be announced.

Nomination /Leadership:

1. Tim Kleve the President-Elect turned in his resignation form the church and the BOT on Aug. 2 2015.
2. The position of President-Elect needs to be filled. Elaine Hill has asked that the BOT make suggestions. These names need to be forwarded to the Leadership Development Committee.

Pastoral Care / Caring Committee:

1. August has been a month with several church members' deaths and or family members.

Lay Pastoral Team:

1. Nothing to announce.

Memorial Garden:

1. Nothing to announce.

Transition Team Report:

Will be involved in congregational meetings with Cathy, doing history who we were and who we are becoming.

Quick Report Items

- a. **Board Retreat** – Friday, dinner at 212 Market Restaurant from 6:00 pm – 8:00 pm; drinks on your own. Parking is limited; may want to carpool. Saturday from 9:00 a.m. to 4:30 pm at

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Ronald McDonald House in the Community Room. Parking is in back inside fence. Ring bell to get in; sign in and out; Monique's cell 309-4797

- b. VP Assignment- Committee names/Sept meeting** – get list of committee chairs and committee members
- c. Sept Board meeting – Thursday, September 17**

Checkout and Closing Words: Everyone checked out. Pam read our closing words. The meeting was adjourned at 8:00 pm.