

## Board Meeting Minutes for September 17, 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; Pam Johnson, Secretary; Bill Derrickson, 2015-2016 Assistant Treasurer; Leslie Brock, Past President; Rev. Cathy Harrington, Developmental Minister.

**Guest:** Judith Pederson-Benn, Transition Team

**Absent:** Daidee Springer, Treasurer; Greg Cruz, VP Congregational Life Ministry.

Monique called the meeting to order at 6:33. Monique lit the chalice and shared a reading by Washington Irving. Everyone checked in.

**August Minutes:** Buck made a motion to accept the minutes. Linda seconded and the minutes were approved.

**MINISTER'S UPDATE:** Cathy's report is attached to the end of this document.

**FINANCIAL REPORT:** Treasurer's reports are attached to the end of these minutes. Bill reported the following:

Unitarian Universalist Church of Chattanooga  
Income and Expense Summary  
August 2015

	<u>August</u>	<u>YTD</u>	<u>YTD Budget</u>	<u>YTD Budget %</u>
Total Income	\$16,110	\$45,828*	\$38,048	120%
Total Expenses	<u>\$15,989</u>	<u>\$29,085**</u>	<u>\$37,125</u>	<u>78%</u>
Variance	\$121	\$16,743	\$923	42%

\* Total Income YTD includes almost \$11,000 in pledges that were prepaid in 2014-2015 and were subsequently transferred to income on July 1 at the start of our 2015-2016 fiscal year.

\*\* YTD Total Expenses were under budget by approximately \$8,000. This predominantly reflects timing issues: i.e., the expense has not been incurred, the invoice has not been received for the services, or the budget makes the assumption that our expenses fall evenly over each month during the fiscal year.

**RESOURCES REPORT:** Buck's report is attached to the end of this document.

Items for Board of Trustees:

- FC recommends that 1) the Solar Panels account (2420-001) be renamed something like "Energy Efficiency Initiatives", 2) the Green Initiatives Fund (3233-002) be moved into the newly-created "Energy Efficiency Initiatives", and 3) Restricted Investment (3275-115) be pooled with Building Reserve Fund (3210-102).
- FC submits this advisory recommendation, in regards to requiring a monetary contribution for voting membership rights: 1) retain a financial commitment as a requirement for voting membership; 2) do not set a minimum dollar amount (as currently exists in the bylaws); and 3) encourage the use of some type of fair share guide.
- FC recommends that BOT accept Bill Derrickson as chair of the Auction Committee, a new fundraising committee.

**Note:** The Board accepted the recommendations of the Finance Committee regarding a monetary contribution for retaining voting membership rights.

**OUTREACH REPORT:** Linda Park's report is attached at the end of this document.

#### **RELIGIOUS EDUCATION REPORT:**

First OWL sessions have occurred and are a success. The Wednesday night programs have resumed.

The 2015-2016 DRE Employment Contract was presented. Linda motioned to accept the DRE Contract. Cecile seconded the motion. The motion passed unanimously

**CONGREGATIONAL LIFE REPORT:** As Greg was absent, there was no report.

#### **TRANSITION TEAM REPORT:**

Judith reported that the TT is planning for a series of congregational meetings to discuss the covenant for healthy congregational relationships. Future meetings will relate to developing a new mission statement, and improving communications with the board, committees, and the congregation at large.

#### **QUICK REPORT ITEMS:**

- 1) October Board Reps – 4<sup>th</sup> Buck & Linda; 11<sup>th</sup> Bill and Greg; 18<sup>th</sup> Monique & Leslie; 25<sup>th</sup> Cecile & Daidee
- 2) Being an Usher

- 3) Second Sunday Forum idea – after the service to talk about and receive questions about what is going on in the church. Include a pastoral care member to help mediate.
- 4) October 15<sup>th</sup> meeting readings– Cathy

**Closing Words:** Monique read our closing words. The meeting was adjourned at 9:01.

Submitted by Pam Johnson

September 17, 2015

## Minister's Notes

Dear Board Members,

I have had a very busy month and it doesn't look like it will let up anytime soon. In all, I spent over 80 hours in meetings since our last board meeting. 12 of those meetings were in the evening, 2 were on days off, and 6 were held on my study/writing days making sermon prep stressful. It was all good, but I don't think I can keep up this pace.

Uucc will host the annual Interfaith Pride Service on September 29 and an effort to make this year's service even more inclusive has been made. The Humanist Association will be participating this year and I am happy to have begun a productive dialogue to find ways to include them in the church life beyond just renting space from us.

I had lunch with local religious leaders (one of my day off meetings that was too important to miss) to plan for an interfaith project to offer support for the AME Church in Charleston and Chattanooga and in support of the black churches that have been burned.

I am leading prayer at a prayer walk on Sunday, Sept 20th at 5 PM to remember the 21 murder victims in Chattanooga. I have attended two funerals of innocent young black men who were shot to death by gang members. This additional interfaith group is hoping to garner support from the community to counter the violence in the black community through relationship. Since the Action of Immediate Witness at General Assembly is Black Lives Matter, I feel this is a good way for the UU Church to live its values. Also, transforming violence in our society is an important calling of my own.

The first Sunday with our new Worship Associate received good reviews. We are still working out the details and each WA is "auditioning" their own unique style within guidelines, so it is a work in progress. We are attempting to utilize the space in the sanctuary more efficiently. Our Sunday morning attendance is up and the statistics show that growth is impossible if we are 80% full. We are more than that most Sundays and will need to address this very soon. The size of a church is judged by its Sunday attendance, counting every person in the building. With those numbers, Uucc is moving into Program size category. This is good news, but growth brings challenges.

The Membership Committee is still lagging behind and we have several people waiting to join the church. A UU 101 Class needs to be planned ASAP.

The Harvest the Power class yielded 16 attendees and some folks were unable to attend the first two sessions. We are considering adding an afternoon alternative class so more people can participate.

The Covenanting process that I am planning will be a part of my Field Work project from the Work of the Congregation workshop I attended in early August. My presentation is due on November 5, so the sessions will likely take place in late October.

Led Worship Services August 23 & 30, Sept 13

Attended on Sept 6; wedding ceremony

8/18 & 8/19

Board retreat Fri evening and all day Sat

8/23 Wowzer meeting following the worship service

2:30 PM Wedding premarital counseling , Jon and Kate wedding this weekend

8/26 6:30 PM

Met with Fred Behrenger to discuss membership

Friday, 8/28 Worship Associates meeting

10-noon

Saturday 8/29 Small Group Ministry Facilitator training

9-noon

8/30 Worship service

8/31 Interfaith Lunch plans afoot solidarity with AME Church

Congregant dinner

9/1 lunch meeting with Frank C.

5 PM Meeting with Linda Park

9/2 make soup for Vespers

Met with Paul 9 AM

Kimberly and Kay to plan worship for 9/13 10 AM -12 PM

6PM dinner and Vespers (led by Pam)

9/3 5:00 PM Wedding planning non-members meeting at church (donation to benevolence fund)

6:30 PM wedding planning dinner meeting with Brenda and Cecile

9/4 Lunch meeting with Sarah Maxwell (new member)

9/6 Wedding at church during worship service

9/8 Transition Team meeting 12-2

phone meeting with Wendy 3:30

Pastoral meeting with congregant 5:00 PM

Planning meeting at Pilgrim church 7 PM

9/9 Monique 10 AM

Van and Keresa 12:00 AM (Wedding in October)

Harvest the Power 6:30 PM

9/10 tom and Wendy meeting

Field work conference call 1 PM

Contract meeting 6 PM

9/13 Dinner with congregants

9/14 Granddaughter, Alexi, arrived from Texas

9/15 Lay Pastoral Care meeting 9-12

Monique 2-3:30

Pride Service meeting 7 PM

9/16 Meeting with WA Steve H. and

Jesse Blue Potential WA

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## **Board Report – VP Outreach Ministry – September 17, 2015**

### **Social Justice**

Over the last year, the Social Justice team has dwindled – there are many people on the email distribution list that never contribute to activities or attend meetings. The team is attempting to get these people and others in our church more involved with both the Social Justice team and/or with SJ activities. One way this team is doing this is by asking members and friends of UUCU to complete a Social Justice survey. (So far, we have received 8 completed surveys.) Another way is by setting up a table in the fellowship area on Sundays with information about the team (including brochures created by the team), upcoming activities, etc.

This small team is enthusiastic and full of ideas, but unless our church members/friends decide Social Justice is an important part of the church and begin to take an interest in Social Justice (the team or even just the activities), the team will continue to struggle to make a difference in the community.

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### **Membership**

This team is just getting started in a “revamp” of the Membership Committee. We are in the process of identifying responsibilities for members of the committee and others who may be interested in joining the committee or just taking on one “job”. We will be discussing these new responsibilities over the next few weeks with the current members and adding new members who are interested in working in this area.

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### **Communication**

The Communication team is coming together to work on their individual and collective responsibilities with new policies and procedures. They’ve been meeting using Google Meet-up which is a really easy way to get people together without having to have everyone in the same location. It’s working so well, they would like to show others how easy it is to meet this way when a face to face meeting is difficult.

## **VP Resource Report – September 2015**

All committees under the umbrella of resource are functioning well. Building/Facilities, Landscape and Memorial Garden have nothing to report, so this month I will deal primarily in finance sections.

- The 2015/16 stewardship committee has completed their task. Total pledged income is \$182,867.
- Frank Caperton, new chair of the 2016/17 church year has begun the planning process. This committee is a standing committee and will be active 12 months of the year. Function and committee structure are being developed and will be presented to the board for approval when completed.

The finance committee recommends for board approval the following. There is no expenditure, only a cleaning up of reports to move from restricted to assets. All donors of funds were contacted and approved of the action. Restricted Investment (3275-115) in the amount of \$12,129.08 is from the sale of “Shagbark Property”.

- FC recommends that 1) the Solar Panels account (2420-001) be renamed “Energy Efficiency Initiatives”, 2) the Green Initiatives Fund (3233-002) be moved into the newly-created “Energy Efficiency Initiatives”, and 3) Restricted Investment (3275-115) be pooled with Building Reserve Fund (3210-102).
  - Motion: I (Buck) move that the recommendation for funds transfer as outlined above from the finance committee be approved. Monique seconded the motion. The motion passed unanimously.
  - Recommendation: FC recommends and Buck moved that BOT accept Bill Derrickson as chair of the Auction Committee, a new fundraising committee. Monique seconded the motion. The motion passed unanimously.
  - The FC committee has researched UU churches across the nation and found most require a financial contribution for voting members. Based on the research the committee recommends the following for board information.
  - FC submits this advisory recommendation, in regards to requiring a monetary contribution for voting membership rights: 1) retain a financial commitment as a requirement for voting membership; 2) do not set a minimum dollar amount (as currently exists in the bylaws); and 3) encourage the use of some type of fair share guide.
  - A review of solar panel net income to church for the previous thirteen months was recently completed. A chart is attached for your information. The FC recognizes the panels represent our commitment to our environment, and reference to the green power switch is for information only.

- Recent studies of membership financial Commitment, ranging from distribution of pledges, number of households, pledges by quartile for recent years, default rate and other items. Will be used by stewardship in planning for next operating budget year.
- FC feels the 2015-16 campaign was very successful both in pledge increase and across all quartiles. Due to our being below norms the quartiles for current year shows only fractional changes compared to last year and may be felt as a negative. It is agreed we would accent the positives and not distribute the quartile comparison this year
- Insurance Ryder for Cyber-theft application (computer systems/security section) is under review by communications committee. We cannot obtain firm price quote until completed application submitted to carrier.
- Endowment committee: Reports the fund is rebalanced to reflect guideline of charter, all three members have access to our account on line, allowing review at any time. A list of members that have included UUCC in wills has been compiled. Potential endowment participants are being identified and will be contacted. Planning on some type of recognition program is under way. As many investors in funds during these economic time are experiencing downward trends. Current balance August 31<sup>st</sup> was \$79,613.03.
- Vandalism in Church Parking Lot: recently a member's vehicle left on the lot overnight was broken into causing considerable damage/loss. Measures are being taken to improve lighting, and surveillance signs to be posted. A notice will run in update for two weeks advising members not to leave autos during "off" church event times. I would suggest this advice extends to board members.

Respectfully Submitted,

Buck O'Rear

## Religious Education for Children & Youth - August, 2015 Report

- Average weekly attendance: 30 children & youth. (Aug 2nd:24; Aug 9th:22; Aug 16th:29; Aug 23rd:37; Aug 30th:39)
- DRE met with all four of the Teaching Teams for 2015/2016 classrooms (Chalice Children; Sprouts; Medievals; Teens) to set calendar for the first trimester of the church school year.
- Weekly meetings with DRE & Reverend Cathy resumed.
- RE Committee meeting held on August 16th.
- On August 16th, Reverend Cathy led a multigenerational service featuring reflections of General Assembly which featured two teens from our RE program.
- Kick-off for fall curriculum on August 23rd. Our new preschool class, Chalice Children, for 3 & 4 year olds, meets in the Nursery. 37 UU kids were in attendance!
- OWL (the UUA's sexuality education curriculum) classes set to begin in September for both Junior and Senior High groups.
- DRE attended August WOWzers meeting.
- Refurbishment of the downstairs has reached a stopping point. Although there are touches here and there that will need to be addressed, Brenda, Cecile, and I have run out of summer. We hope everyone is as pleased as we three are with the results, and are grateful to the congregation (and the anonymous donors!) for their financial support.