

## **Board Meeting Minutes for September 20, 2016**

### **Unitarian Universalist Church of Chattanooga**

**Present:** Monique Lewis, President; Bart Solomon, President-Elect; 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; Bill Derrickson, Treasurer; Rev. Cathy Harrington, Developmental Minister.

Monique called the meeting to order at 6:30 pm. Bart lit the chalice and shared opening words. Everyone checked in.

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

**Treasurer's Report:** Bill highlighted the following items from his reports.

- Pledge income year-to-date is lower than it was this time last year.
- We have received a donation through PayPal on our church website.
- Interest income from CDs is very low. There is a plan to request a better rate from the bank when they come due.
- The year-to-date surplus is approximately \$3500 lower than last year.

**Congregational Life:** Greg reported that there is a need for several more sound techs to be trained and for more kitchen support. Otherwise, things are going well.

**Religious Education:** Kay's report is attached to the end of the minutes. Cecile report that OWL classes for K-1 and 4-6 have begun and that RE has kicked off the year with new curricula.

**Outreach:** Linda's report is attached to the end of the minutes. It was agreed that the board reps on duty would staff the monthly "Conversations with the Board" after the worship service. She also noted that beginning October 1, the church website would be under construction for 7 to 10 days while the new website is being uploaded.

**Resources Report:** Buck highlighted the upgrades that have been made to the security system. Monique moved that we replace the temporary Lexan front church door with windshield-quality glass. Cecile seconded the motion and the motion passed.

**Minister's Update:** Cathy's report is attached below.

#### **New Business**

- a. The Board retreat will be held on October 1 from 9:00 am to 4:30 pm at the Ronald McDonald House. Board members are asked to bring a paper product or cleaning supply as a thank you for the use of their space, since we are not being charged a fee. On October 2, the Board will share a meal at 212 Market beginning at 5:00 pm.

- b. Each board member is asked to develop a personal goal (small or large) to help solve a problem in the church. Monique asked that goals be submitted to her by Friday, September 30.
- c. Goal Setting for the Board
- d. Auction Updates – Bill reported that approximately 85 tickets have been sold to the event, a number of raffle tickets sold, and that there are over 100 service items for sale in the catalogue which is posted on the church website.
- e. Monique distributed the Board Rep/Usher schedule for October through December. She asked that we let Chris know if any changes need to be made so that Chris can update the order of service.
- f. Next Board meetings will be held October 18, November 15, and December 20.
- g. Cathy will provide opening and closing readings for October.

**Closing Words:** Bart read our closing words. The meeting was adjourned at 8:30 pm.

## Religious Education Report

August, 2016

- Average weekly attendance: 24
- UU Kids/Teens services for the coming year: October 30 (UU Kids); February 12 (Teens); May 7 (Bridging).
- Walking Labyrinth dates set: December 19 & 20.
- DRE is stepping away from RE Committee for the remainder of 2016. It is the hope of the DRE that the Committee will take this opportunity to define its roles and responsibilities. VP for RE has been made aware of the situation.
- RE Classroom curriculum for 2016/2017:
  1. **Sprouts** (grades K-3) The *Spirit Play* curriculum is based on the philosophy of Maria Montessori. *Spirit Play* calls our children to engage in creative work. In doing so, they are inspired to wonder about life's deepest questions: Who am I? What am I here to do? What do I believe in?
  2. **Medievals** (grades 4-8) *Harry and UU* is based on the *Harry Potter* series of books by J.K. Rowling. The curriculum includes many fun wizarding activities, but the main purpose of the curriculum is social action.
  3. **Teens** (grades 9-12) *Popcorn Theology* uses scenes from popular films to explore issues of theology and ethics for Unitarian Universalist teens.

Respectfully submitted,

Kay McCurdy

Director of Religious Education for Children & Youth

## **Board Report – VP Outreach Ministry – September 20, 2016**

### **Social Justice**

The Social Justice team met last week and discussed plans for the upcoming church year. They have a lot of exciting activities planned for the year and dreams for even more. Some of the upcoming activities will be: showing a movie the 4<sup>th</sup> Friday of each month at UUC; holding a session “Council for All Beings” on Earth Day (Judith Pedersen-Benn); presenting a play performed at UUC about global warming (Sandy Kurtz); continuing to connect and work with organizations interested in reducing violence, racism, addressing diversity issues; such as Citico Mound Preservation, CALEB (Chattanoogans in Action for Love, Equality and Benevolence), Welcome Home Hospice, The Third Way and NAACP. The SJ Team will also be working with the RE Youth on social justice projects this year – Wendy Sapp is coordinating these activities for the youth.

We discussed who will be responsible for each “Share the Plate” Sunday, which will consist of getting a representative of the organization to come to church on that Sunday to explain how they serve the community to our congregation.

Social Justice will set up a table periodically with sign-up sheets and info about community and church Social Justice activities and will promote these activities in the newsletter, on the website and on Facebook. Many of these sign-up sheets will be asking for someone to coordinate the activity and some will be who may be interested in participating.

Members of the Social Justice team will assist and support our minister, Cathy Harrington with the following 2 events:

1) a dinner on Oct 6 she is hosting (as Police Chaplain) for spouses for new recruits of the police department and 2) the visit of Father Michael Lapsley to Chattanooga, October 21-23.

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### **Membership**

The UU church in Asheville has classes for prospective members called Beginning Points and Connecting Points. The membership committee has decided to use this approach and is in the process of getting more details from the Asheville church about their classes. We already held our first Connecting Points class on Sunday, August 21<sup>st</sup>, after church for 6 people who were ready to join the church. Tom Kunish gave an overview of the history of UUC, Linda Park briefly went over some of the opportunities to use talent and time and Bill Derrickson discussed the church finances and pledging. New Member Sunday was held on September 4<sup>th</sup> and included a ceremony during the service and a reception afterward. The next class will be called the Beginning Points class and will be for people who think they want to join, but don’t know much about Unitarian Universalism, etc. That class will be October 6<sup>th</sup>.

Kimberly Mathis is no longer the chairperson for this committee. I am in the process of creating job descriptions for the different roles in this committee, finding people to fill those positions (from the committee and from without). Along with filling these roles, I will be recruiting a chairperson who will coordinate the committee members/roles.

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## **Communications**

The Communications team is busy working on the website. They are studying other websites, seeking guidance from within and without to “make the UUCC website great again”!

Monique notified Oakridge that our communications team will be taking over the creation and publication of our newsletter. The Communications team will be working simultaneously for the next several weeks to get our newsletter ready and work with Oakridge as they continue to publish it for us – the last newsletter published by Oakridge will be November 17th. We continue to have a good partnership with Oakridge for future collaborations.

Anne Cornwell, the chair of the Communications team, went to the Social Justice team meeting for the purpose of learning more about what they are doing so the Communications team can support their activities.

The team is adding new members with plans to enhance UUCC’s Social Media efforts.

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## **A Conversation with the Board**

Next Sunday will be our 2<sup>nd</sup> monthly “Conversations with the Board” after church. Do we want the board reps to be responsible for this opportunity to communicate with members/friends/visitors or do we want to request volunteers at every board meeting for the following Sunday? I suggest that the reps create a space for this to happen – make a small circle of chairs or whatever seems reasonable, but make it look intentional.

*Submitted by Linda Park, September 20, 2016*

## UUCC Board Meeting

### Resource Report

September 20, 2016

Upgrades for building security near completion. Work accomplished/needed as follows;

Front Entrance Door: Right door (entering) has temporary .75 Lexan panel installed, Cost\$ \$355. Legal requires laminate, previously installed laminate was equivalent to auto side window. Cost bronze or clear \$405. Windshield quality \$640. Windshield quality will break but not shatter. Note prices quoted received at time of break-in. Delivery for laminate is five weeks from manufacturer to vendor, then scheduled installation date with vendor. Need board decision concerning quality of laminate.

Camera System: A two camera system is installed, associated electronics located in office. They are high quality cameras with night vision. Can read a license plate at 95 feet nights. One looks toward rear of parking lot the other down the driveway. Two other cameras may be added.

External items added: A audible alarm is located on left (ceiling) of entrance doors. This alerts persons on parking lot the alarm system is activated. Two twin head motion detector lights are mounted on rear of the port cohere storage buildings.

Added interior measures: A glass breakage detector installed above the sound booth.

#### Misc. Information:

Our gift of \$4,500 is almost depleted. About \$650 remains. Other expense regarding security will be part of operating budget. Insurance claim was not filed due to \$500 deductible and possible higher insurance premiums as a result of claim.

Our basic security system is maxed out. (not camera system). No additional detectors may be added.

COG secures their electronic in locked cabinet in nursery

We enjoy underground wiring from pole into building.

Waiting on cost of aircraft type cable to connect all electronic components together.

Decision to replace monitor on cart and associated electronics remains to be made.

#### General Observations:

Leadership and members seem to be insensitive to building security, Doors often not locked on exit of building. When asked why the stolen laptop was not placed in the lockable cabinet the response was "it is inconvenient". To date not being secured. How to improve is a question for another time.

Buck O'Rear

September 18, 2016

## **Minister's Report – September, 2016**

A. Identity. Vision and Mission. Who do we say we are, to ourselves and to the world? How do we express the unity that binds us despite our humanistic and spiritualist differences?

Priority for this year

B. Covenant and Safe Community Policy. What are the standards for the relationships we want to have with one another? How shall we respond when behavior violates these standards?

Covenant accomplished. Safety policies under construction? See my notes from May 2016

C. Member Engagement. How do we build a larger core of active members? Are there programming changes that will help? How do we identify and build the next generation of church leaders? How do we build a financial stewardship tradition that will sustain the church?

Connecting Points and Beginning Points classes held 3 times per year. Recommend prioritizing Membership Coordinator staffing. Improved website with easy access for member information and involvement.

D. Governance. How do we extricate our Board of Trustees from the ever-flowing nitty-gritty of ministerial decision making to create time for governance and strategic thinking? How do we develop policies that will make our decision making more consistent?

The answer to HOW is WHY. If you answer Goal A, Goal D will become clear.

E. Better Communication. What procedures and habits must we build to make decision-making as transparent as possible and build trust within the community? How do we do a better job of telling our story to the larger community?

Website renovation! Technological updates. Clear committee roles and responsibilities, and policies.

## **Minister's Report (cont.)**

### **Meetings**

Linda Park and Anne Cornwell about website

Kay

Wendy (Faithify)

Judith, George Helton and Daidee

Finance Committee meeting

Transition Team

Social Justice Meeting

Wedding (Oct 7) meeting

CALEB meeting

Monique

Caroline Huffaker (CPD victim specialist)

Multi-site workshop at UUCC

Wedding (Sherry from Welcome Home)

Worship Associates

Pastoral Care meeting

Chaplain Benefit Concert (Dec 3)

Pastoral Care has demanded a great deal of my time this past month.