

## UCC BOARD OF TRUSTEE MEETING

August 21<sup>ST</sup>, 2018

**PRESENT:** Nicky Ozbek, President; Bart Solomon, Past President; Link Christiansen, VP Congregational Life; VP Religious Education, Mary Lou Reed; VP Resources, Dave Benn; Lynna Ruth Standridge, Treasurer; Connie Cowherd, Secretary; Mandy Cowley, Church Administrator.

**GUESTS:** Chen Zhang, Linda Park and Marian Kern representing the Ministerial Search Committee (MSC).

Meeting was called to order at 6:36PM

**OPENING WORDS:** Chalice lit. Opening words presented by Connie

**SHARING OF JOYS AND CONCERNS:** Completed

**APPROVAL OF MINUTES:** Link makes a motion that minutes from June 5<sup>th</sup> and June 26<sup>th</sup>, 2018 be approved. Mary Lou seconds. Minutes approved unanimously.

**TREASURER'S REPORT:** Last month ended on a positive note of \$14.00. Full report attached.

### **VP REPORTS:**

- **VP CONGREGATIONAL LIFE:** Link Christiansen – no report.
- **VP OUTREACH:** N/A
- **VP RELIGIOUS EDUCATION:** Mary Lou Reed – see attached.
- **VP RESOURCES:** Dave Benn reports the window washing is complete. He reminds us that pest control sprays inside and out every 2 months. He asks if anyone aware of an essential oil which would serve the same purpose. No one aware of any product. Mandy will check into this and report back to the Board.

### **INFORMATIONAL ITEMS:**

6. New member “script” – Mandy distributed this “script” to Board members to utilize when speaking with potential new members.

7. Mandy expanded the “Get Connected” sheet for visitors.

8. Nicky followed up with UUA regarding not receiving a copy of Cathy’s UUA exit interview. This information would be helpful to the MSC. Nicky is waiting on a return call.

9. Personnel ad hoc committee – Link updates the Board. Mandy’s evaluation is complete, Jim Wellborn is to send minutes on this. Iris’s contract is signed. Nursery staff is yet to be evaluated. Personnel manual is ready and will be discussed at a later Board meeting. Organizational chart is still pending.

Bylaws need to be changed to make Personnel Committee a permanent committee.

10. Chalice Lighter Grants – Nicky distributed information about this grant. She reminds us of grant possibilities for “transformational goals.”

11. Survey Request – Linda Park and Chen Zhang review Board Member’s individual responses to each question answered. Responses were discussed and clarified. This information is “valuable” and deemed necessary for the MSC to continue their search.

12. Stewardship – A letter from our President Nicky will be attached to member’s next pledge statement.

13. RE: Coming of Age in UUCC – Mary Lou, VP of Religious Education, makes us aware of UUCC’s current membership policy (Nov 2013) and bylaw (June 2012) concerning UUCC teens becoming a member. The RE committee is asking for the Board’s input about developing a class geared toward preparing UUCC teens for membership around the age of 16. Mary Lou ask Board members think about this. Topic will discuss at a later meeting.

14. Dave, VP Resource, makes a motion to purchase a carpet shampooer, a capital expense of no more than \$400. Lynna Ruth seconds. Motion approved unanimously.

#### **DECISION ITEMS:**

15. Ministerial Agreement: Marian Kern reviewed the agreement, point by point, with the Board. Questions raised were discussed and decisions made, as needed. Marian will make the changes in the contract and send to Board members for approval. **See attached revised agreement.**

16. Establishing a Committee on Ministry: TABLED due to time constraints.

17. Contracting Portions of the Ministry: Board agreed to postpone action until interested candidates have presented two messages at Sunday Service. Nicky shares there “may be” one more interested individual.

18. Dates for Fundraising Events: - TABLED due to time constraints.

- Opera concert on November 9thm - ?? alcohol
- Santa pictures in October/November?
- Auction in January?

19. Replacing Frank Caperton on MSC - TABLED due to time constraints.

20. Open Board positions - TABLED due to time constraints.

21. Members to Consider Removing - TABLED due to time constraints.

**POLICIES PAST:** None

**ACTIONS TAKEN:** None

**Next Meeting will be September 25<sup>th</sup> which allows us time to hear another service by interested ministerial interim candidate.**

Board Rep schedule: Sept 30<sup>th</sup> Lynna Ruth & Connie; Oct 7<sup>th</sup> Lynna Ruth & Mary Lou; Oct 14<sup>th</sup> Nicky & Link; Oct 21<sup>st</sup> Bart & Mary Lou; Oct 28<sup>th</sup> Nicky & Connie; Nov 4<sup>th</sup> Connie & Link; Nov 11<sup>th</sup> Dave & Mary Lou; Nov 18<sup>th</sup> Nicky & Bart; Nov 25<sup>th</sup> Lynna Ruth & Dave; Dec 2<sup>nd</sup> Bart & Dave; Dec 9<sup>th</sup> Connie & Link; Dec 16<sup>th</sup> Mary Lou & Nicky; Dec 23<sup>rd</sup> Bart & Link; Dec 30<sup>th</sup> Lynna Ruth & Connie.

Opening/Closing readings for next meeting – Mary Lou

Closing words – Connie

Respectfully submitted for approval

September 23th, 2018

Connie Cowherd, Board Secretary

Approved by Board September 25<sup>th</sup>, 2018

## Treasurer's Report

July 2018

### June 2018, end-of-year issues

- 1) The pass-thru account for the Social Justice Workshop (2319-000) was showing it overspent by \$78.10. I reversed 2319 by transferring it to the Social Justice expense account (6167), which had a positive balance of \$26.16, as of June 30. Therefore, the end-of-year totals show \$0 balance in the Workshop account while Social Justice expenses were overspent by around \$52, compared to the 2017-2018 budget.
- 2) The total loss for 2017-18 was \$4585.75, rather than the \$18,000 we had budgeted. This amount was moved from the Church of God restricted account (3218-001) to the Church of God income account (4708), in order to balance the income and expenditures. As a result of this action, as of June 30, the Church of God restricted account (3218-001) shows \$43,414.25. Starting in July 2018, we are posting the monthly checks from the Church of God rental into the income account (4708). Therefore, the restricted account will not change this year, unless we spend from it or if we have an excess income over expenses in June 2019 to add back to it.

### Balance Sheet (Assets and Liabilities) -- July

- 1) Between the Checking and Money Market accounts, we appear to have enough cash for 5-6 months, if expenses continue to be \$10,000 - \$12,000 per month.
- 2) Part of the T-bills investment matured in the middle of July, as reflected in account 1365. The Duncan Endowment T-bill will mature in January. (See also income below.)
- 3) **Note that DRE Search (Account 2303) has \$359 remaining. Moving expenses of \$910 were taken from Contingency (Acct 6510, budget \$1000). The remaining DRE Search could be used, in order to leave around \$450 in Contingency. Or, if the Board would prefer, the \$359 could be transferred into Ministerial Search/Sabbatical (3245-109).** Doing so would bring Ministerial Search to \$6303.88. We have budgeted an additional \$9,000 for Ministerial Search by June 30, 2019.

### Income/Expense Statement (Incoming versus Outgoing Cash) -- July

- 1) The current year pledges (Account 4030) for July totaled \$20,642, compared to the budgeted revenue of \$14,269. Part of this was pledges which had been pre-paid and which were moved into the current fiscal year.
- 2) There was no Cell Tower (4703-005) rental this month, because we received 2 checks last month. This will throw the budget off-balance for the fiscal year, because we will receive 11 payments in this fiscal year instead of 12.
- 3) Church of God (4708) rental income is now being posted as income, not as restricted.
- 4) The regular T-bills earned \$413.46 in interest and dividends; the Duncan Endowment T-bills, \$168.76. Interest on the prior CDs ran around \$20-\$40 (so Bill's idea is paying off).

- 5) On the expense side, the Administrator's salary will likely vary from budget, due to extra hours having been added for *nUUsletter* production.
- 6) Worship Programs expenses (6170) are higher than budget, probably due to invited speakers.
- 7) Security Management (6335) and Janitorial Service (6530) look higher than budget. The former is billed quarterly, I believe, and the latter had 2 months covered in July.
- 8) The unbudgeted \$1.50 charge on Bank Charges (6505) occurred because a congregant's pledge payment did not clear the bank, so the bank charged it back to us with a fee.
- 9) Total income = \$23,897. Total expenses = \$9,482. Total "profit" for month = \$14,415.

Endowment Fund at the end of July was \$97,491.

## **RELIGIOUS EDUCATION AUGUST 2018 BOARD REPORT**

There is something that needs thoughtful consideration, discussion (now or at a future BOT meeting) and input from the Board to let the RE Committee know how they should proceed with the following matter.

At the August 4<sup>th</sup> retreat for the RE Committee the following question came up. When does a child brought up in the church or participating fully in UUCC and our religious education program become of "member" of the church? According to the bylaws and policies of UUCC this is where we stand as a church regarding membership, and in particular the age of possible membership.

### ***UUCC Bylaws passed in June 2012:***

#### *Membership*

1. *Any person, 16-years or older, who is in sympathy with the purpose, goals, and programs of the UUCC may become a Voting Member upon signing the Membership Book. Signing the Membership Book shall be understood to imply: agreement with the Principles and Purposes of the UUA; an intention to participate in church activities, and to make an annual financial contribution of record equal to or greater than the combined annual dues paid for each member to the Southeast District of the UUA and the UUAÇÖs Annual Program Fund.*

### ***UUCC Policy Manual:***

#### *Membership Policies Pathway to Membership Policy*

*Thank you for your interest in becoming a member of the Unitarian Universalist Church of Chattanooga (UUCC). We hope that the following guidelines help you understand the steps involved in becoming a member.*

*If you have not been a member of another UU church, completing the following steps will lead to your becoming a Voting Member of the UUCC. According to the church's Bylaws, Voting Members can participate fully in all aspects of church life, including voting at congregational meetings (one month after becoming a Voting Member), serving on the Board of Trustees, and chairing or serving on any church committee.*

With this in mind, the RE Committee would like feedback from the Board as to if we should put together a class specifically geared toward grooming students toward membership during a ceremony at the end of the school year after which or during which they turn 16. Iris is checking into curriculum possibilities to prepare students to understand what “*in sympathy with the purpose, goals, and programs of the UUCC*” means with the idea of offering the class every two or three years for students approaching 16 years of age who are interested in committing to becoming a full member of the church at any time after they turn 16.

## Religious Education Report for August 2018

### Pre-K-12 Religious Education/Family Ministry

RE Committee held a Saturday strategy and planning meeting at Gale Audier’s home August 4 to set the RE curriculum and calendar for the 2018-19 year. A committee covenant was drawn up and accepted.

This is what is in the works with Iris DeLaPaz spearheading these efforts.

While looking to the future of our program, the R.E committee hopes to shift from “religious education” to “Family Ministry” because we are **all** tasked with growing our spirituality, faith, and identity **together**. We hope to do this by moving into a full-week faith model, this will bring our community closer together, hold up our congregation, and build UU identity.

How do we move into a full-week faith model? We find ways to engage the community in worship outside of Sunday. A small way we are doing this is through weekly emails to our families and by providing our youth with take-it-home sheets. Other ways we hope to make this shift require congregational support and I hope the board will consider helping out with some of the special events.

### Fourth Fridays Family Fun Night:

Friday, August 24th	Lego Get Connected Night
Friday, September 28th	Autumn Bonfire Night
Friday, October 26th	Trunk or Treat Halloween
Friday, November 23rd	Holiday Craft Fair & Luminarias
Friday, December 21st	Labyrinth
Friday, January 25th	Building Peace Workshop
Friday, February 22nd	Wine & Painting Night
Friday, March 22nd	Women’s History or Slam Poetry
Friday, April 19th	Recycling Craft Night
Friday, May 24th	Family Game Night or Instrument Petting Zoo
Friday, June 14th	Loving vs Virginia Ice Cream Social

**Wednesday Night Diversity Dinners:**

Wednesday, September 19th	Native American
Wednesday, October 17th	Hispanic
Wednesday, November 14th	Indian (Diwali)
Wednesday, December 19th	Pagan
Wednesday, January 16th	African American
Wednesday, February 6th	Chinese (New Year)
Wednesday, March 13th	No Culture Selected Yet
Wednesday, April 17th	Passover (TBD Culture)
Wednesday, May 15th	Ramadan (TBD Culture)

**Children's Chapels:**

Sunday, September 2nd	Radical Welcome
Sunday, October 28th	Dia De Los Muertos
Sunday, November 11th	Teen Led Service
Sunday, December 16th	Holiday Pageant
Sunday, January 13th	Undoing Racism Day
Sunday, February 24th	Sanctuary
Sunday, March 17th	UU History
Sunday, April 14th	Earth Justice

**Blessings:**

Sunday, October 14th	Pet Blessing
Sunday, November 11th	Heritage Bread Blessing
Sunday, December 16th	New Year Blessing
Sunday, January 13th	Building Blessing
Sunday, February 10th	Side with Love Blessing
Sunday, March 17th	TBD Blessing
Sunday, April 14th	Earth Blessing
Sunday, May 12th	TBD Blessing

**OFF-Campus Field Trips ideas:**

Dates TBD:

Audubon Center, Coolidge Park, Montague Park, Bowling, Chattanooga Food Bank, Apple/Pumpkin/Fruit picking, Chattanooga Humane Educational Society, Hunter American Art Museum, Bessie Smith Cultural Center

(open to suggestions)

**Outdoor On-Campus Project Ideas:**

church grounds clean-up, become a certified natural habitat, trail-making in the woods, outdoor labyrinth (maybe in the woods or lower parking lot), pollinator garden, garden for fruits & veggies, rain garden, composting bin, updated playground (maybe with grant)

**Summer RE Nursery-teen attendance:**

- July 1: 8 kids
- July 8: 21 kids
- July 15: 13 kids
- July 22: 14 kids
- July 29: 10 kids
- August 5: 24 Kid

**New Group aimed at spiritual growth being led by Blake Degan**

The Six Sources group gathered 3 times so far. Attendance on July 15 was 3; on July 29 was 4; and on August 12 was 4. Each gathering begins with a group meditation and then a discussion. We have agreed that members who volunteer to do so will take turns leading the discussion with a topic chosen by the volunteer, drawing on the UU six sources as appropriate to the topic.

The groups meet on Sunday afternoons at UUCC.

Since this group does not really fall under the definition or purview of Small Group Ministry Linda Park contacted me to say that since one filled her Board seat as Outreach VP that maybe Blake's new group should fall under the RE Umbrella as an Adult Spiritual Growth group.

**Forum**

As per Nicky OZbek's suggestion at the last meeting, Forum will now come under the administration of the Wowzer's Committee rather than RE moving forward.

The experimental 8-week summer course based on and using videos from the popular Yale class *Happiness 101* offered in the Forum room from 9:30-10:30 this summer which was facilitated by Richard \_\_\_\_\_ has now concluded. Attendance was steady through the summer short course with numbers ranging between 8 and 15 people participating in the video and discussion format of the adult course.