

## **January 15<sup>th</sup>, 2019 Board of Trustees Meeting**

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

**Present:** Nicky Ozbek, President; Mary Lou Reed, VP Religious Growth Ministry; Link Christensen, VP Congregational Life Ministry; David Benn, VP Resource Ministry; Connie Cowherd, Secretary; Lynna Ruth Standridge, Treasurer; Mandy Cowley, Church Administrator.

**Absent:** Bart Solomon, Past President

**Guest:** Iris DeLaPaz, DRE

**Meeting called to order** at 6:30 PM by Nicky Ozbek, President

**Chalice lightening and opening words** by Lynna Ruth Standridge

**Sharing of Joys and Concerns:** Completed

**Minutes:** Lynna Ruth moves that the minutes be approved as written. Dave seconds. Minutes approved by acclamation.

**Treasurer's Report:** Lynna Ruth Standridge – see attached report.

**Other:** Mary Lou brings a concern to the Board regarding comments she has heard from congregants regarding hurtful comments made by our interim minister. Confidential letters written by individuals were provided to all Board members to review. After distributing the information to each Board member, Mary Lou tendered her resignation from the Board both verbally and written. Discussion followed 1) each member of the Board shared their thoughts regarding the information shared by Mary Lou and 2) Board members encouraged Mary Lou to remain on the Board and help work through this problem. It was agreed to have an executive phone conference on Thursday January 17<sup>th</sup> at 4:30 PM to discuss further action. After the executive phone call, Mary Lou subsequently submitted her resignation, effective immediately.

#### **VICE PRESIDENTS REPORTS:**

**Religious Growth Report:** Mary Lou Reed - see attached report.

**Outreach Report:** - N/A

**Congregational Life Report:** Link Christensen – will speak to personnel matters later in meeting.

**Resource Ministry:** David Benn – no report

#### **Informational Items:**

1. **Visioning.** The Board brainstormed regarding a vision statement for UUC. We reviewed last year's stewardship visioning goals to assure they were incorporated into our vision statement. The Board will continue to work on and fine tune the initial vision statement before finalizing.

#### **Decision Items:**

1. Policies – Inclement weather and Background checks. Connie moves that the Inclement Policy be passed. Lynna Ruth seconds. Policy was approved unanimously. Mandy will add this to the policy manual.

Background checks have been incorporated into the policy manual (under volunteers) and personnel manual. These changes will need approval by the Board. The congregation will be notified of the Board's approval.

2. UUA Certification – congregational Poll. Mandy explained the approval process of UUA’s final statement for General Assembly. Twenty-five percent of the congregations must participate in the poll. The statement was made available to all members. Our Board members have read the document and have no further input or corrections. Link makes a motion that we approve this statement for use in the General Assembly. Connie seconds. Motion approves unanimously.

3. Letter to UUA – Nicky raises the question about sending a letter to UUA informing them of UUCC’s disappointment in the outcome of UUA’s “Wake Now Our Vision” matching funds campaign. UUCC will receive \$603.00 instead of the expected \$7500.00. This item was discussed. Connie makes a motion to send a letter. Lynna Ruth seconds. Motion passed. Lynna Ruth agreed to draft a letter to be sent by Nicky.

4. New Congregational Organizational Chart – to be addressed next month.

5. Revised UUCC Leadership for the 2019 fiscal year – to be addressed next month.

6. Changes in the UUCC Policy regarding employment – to be discussed next month.

7. Changes in UUCC Personnel Manual regarding employment – to be discussed next month.

**Policies past:** Inclement Weather Policy (see attached)

**Actions taken:** Board members agreed to have an Executive Conference Call on January 17<sup>th</sup> at 4:30 PM.

**Quick Report Items:** Exonerated Play is scheduled for Feb 24<sup>th</sup>.

Next Board Meeting is February 19<sup>th</sup> at 6:30 PM

Board Rep Schedule: Feb. 10<sup>th</sup> Bart and Mary Lou; Feb. 17<sup>th</sup> Lynna Ruth and Link; Feb. 24<sup>th</sup> Nicky and Connie;

Mar 3<sup>rd</sup> Bart and Dave; March 10<sup>th</sup> Nicky and Link; Mar 17<sup>th</sup> Dave and Lynna Ruth; Mar 24<sup>th</sup> Bart and Link; March 31<sup>st</sup> Lynna Ruth and Connie.

Opening and Closing words for next meeting: Lynna Ruth

**Closing Words:** Lynna Ruth Standridge

Meeting adjourned at 9:05PM

Respectfully submitted,

Connie Cowherd

Board Secretary

Minutes were approved on February 19<sup>th</sup> after corrections were made.

## RELIGIOUS EDUCATION REPORT JANUARY 2019

### RE Board Report January 2019

#### 1. From the RE Committee Chair, Emily Sartain

We are happy to welcome Andy Fosky to the RE committee. Andy is a regular volunteer in multiple classrooms, who is invested in the future of youth religious education in our church and brings us a much-needed fresh perspective.

After the RE committee completed a review of Iris's performance in late October, Mary Lou and I had a meeting with Iris in November to discuss the results. The committee's most imperative issue was a communication disconnect. Other issues were worked out during the meeting itself, and we created a specific action plan regarding written communication. Since the meeting, I have been thrilled with Iris's communication via email and text. My experience has been that every email and text has received a timely response, and I have not heard from anyone with a different experience since our discussion with Iris in November. I plan to ask the committee to review Iris's performance again in February, approximately 3 months after our November action plan.

#### 2. From the DRE

##### Average Attendance:

Seedlings (Nursery): 3 youth, Sprouts (K-3rd): 6 youth,

Saplings (4th-8th): 3 youth, Teens (9th-12th): 3 youth

##### Upcoming Open Teaching Slots

Saplings: February 10th, March 3rd

Teens: February 3rd, February 10th, February 17th, March 3<sup>rd</sup>

##### Upcoming Events

Jan 19 (Saturday): R.E Committee Winter Retreat (R.E-focusing)

Jan 21 (Monday): MLK Day of Service (8 am UTC Maclellan Gym) & Parade (3:30 people st)

Jan 25 (Friday): 4th Friday Fun Night: Game Night

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Feb 5 (Tuesday): Diversity Dinner: Come Celebrate Chinese New Year, 6:00 pm

*Feb 17 (Sunday): RSVP 3rd-5th grade Mountain Con*

Feb 22 (Friday): 4th Friday Fun Night: Paint & Sip, 6:00 pm

## R.E Happenings

The teen group is excited about getting more involved in the congregation. They have talked about maybe getting a representative seat on the board that they can rotate through and see the inner workings. They are also planning on joining the congregation on Dr MLK Day of service. They are about 4-7 consistent teens, so they are trying out new tactics. They recently created an instagram page to try to generate interest among their peers. On Sunday, we also discussed wanting to do a coming of age program next year, so the few teens we have that are 16 + can sign the membership book. (I would love to talk to you guys more about this if you're interested, we're going to have to recruit mentors for our youth!).

The sapling class, has just finished the curriculum Windows and Mirrors. The lessons called for the youth to create a weekly reflection. I have posted them up on the main windows and I will be taking them down at the end of the month. Please get a chance to check it out. In December, we had a conversation about praying. I created a graphic with our conversation and it's going to be featured on the UUA website. Once I get a link, Mandy will send it out in the weekly newsletter.

In my weekly emails, I have been mentioning my new year resolutions, among those is filling out my teaching teams 3 months in advance. So far, it's going well, most dates are filling up and volunteers don't seem dissatisfied. Let me know if you would be interested in being in the classroom or if you're interested in helping with special events.

My other resolution was trying to recruit people to want to become OWL facilitators. Our youth NEED this program and we need trusting adults to lead. Let me know if you're interested. I would like to do a program in the spring (Maybe April to June, it's usually 8 to 12 sessions long). I would like to offer OWL on weekdays that way we can invite youth from the community. It is a good, subtle way to promote our congregation and get our name out there.

Finally, I want to do more things as a congregation, outside of the congregation or partnerships with other organizations. Some ideas I have are pretty far in the future like on Saturday, April 13th I would like to get a group together to volunteer at the Chattanooga Community Kitchen, we only need to get at least 10 people together. The R.E committee is talking about planning a Civil Rights Trip in April when the weather is nicer. I am sure we will have more details after the new year.

### **3. From The Seekers (small adult RE group), group leader Blake Degan**

Attendance is normally 3-4 people unless someone is sick or out of town. We decided as a group to cancel our gathering scheduled for 12-23-18 because the majority had planned family holiday activities and/or travel for that day.

Gatherings include a 15 minute meditation with recorded sound such as gongs, bowls, wind chimes, nature sounds, flute music, etc. Discussion follows on a topic chosen by consensus, about one or more of the six sources or a related spiritual subject.

(Those interested in learning more about the group can contact Blake via email [amatalhalim@gmail.com](mailto:amatalhalim@gmail.com) Everyone is encouraged to try a session to see if this group might be a good fit for their schedules and needs.)

## **TREASURER'S JANUARY 2019 REPORT**

### **FINANCE COMMITTEE MINUTES**

**January 10, 2019**

#### **FOR THE BOARD OF TRUSTEES**

- **The church will receive only \$603.46 instead of an anticipated \$7,500 as our match for legacies promised as part of the UUA's Wake Now Our Vision campaign.**
- **Ask the BOT to approve (re) selling T shirts left over from 2012-2013 a fundraising project by a Small Group and encourage folks who buy or already have one to wear them on MLK Day. Any monies raised by the (re) sale should be put in the fundraising income account in the operating budget.**

### **MINUTES**

**PRESENT:** Dave Benn, George Helton, Christian Horvath, Daidee Springer, Lynna Ruth Standridge

#### **CALL TO ORDER, CHALICE LIGHTING, AND READING**

The chalice was lit by Lynna Ruth Standridge and the meeting called to order at 6:36 pm.. Dave Benn gave the opening reading, *All Breathe Together* by Thich Nhat Hanh.

[Because of the absence of designated chair, Bill Derrickson, the meeting was run by consensus with Lynna Ruth leading and Daidee assisting]

#### **MINUTES FROM DECEMBER FC MEETING**

Minutes of the December FC meeting, emailed to all by Lynna Ruth, were approved by acclamation with many thanks for a job well done.

#### **DECEMBER FINANCIAL REPORTS**

The FC had a number of questions regarding the Financial Reports. But upon further discussion they realized that nearly all their questions were answered in the attached excellent Treasurer's Report.

Lynna Ruth noted that we are slightly over budget on FICA and Medicare payments. This is a result of not taking into account the supplemental wages for employees. It's not a big (monetary) deal and shouldn't have much impact on our bottom line. But it should be included in 2019-2020 budget planning.

Lynna Ruth informed the committee that there was a slight change in the Income & Expense Statements emailed earlier. \$100 has been moved from Current FY pledges to Pledges Prior FY. This does not affect the bottom line.

The new refrigerator will be charged to the Equipment Reserve Fund which will thus show a negative balance until after the service auction. The old refrigerator is up for sale for a \$100 donation to the church.

Christian expressed positive thoughts re our pledge income to date. He sees people contributing more and the church rebuilding, Daidee didn't disagree about the positive spirit evident in the church, but pointed out that pledge income was still behind that of the same time last year and said we shouldn't be overconfident.

## **OLD BUSINESS**

### **Service Auction Update**

Since Bill was not there to report, there was no update. Wait til next month.

## **NEW BUSINESS**

### **Wake Now Our Vision Update**

George gave a detailed update on the UUA's Wake Now Our Vision (WNOV) campaign. In brief, it looks as if the church will receive only \$603.46 in matching funds instead of our anticipated \$7,500. This is because the grant from the Shelter Rock Church was exhausted before the end of August and most of the legacy gifts were made in September. One of UUCC's gifts was received at the end of August but it qualified for only a portion of the promised percentage resulting in a match of \$603.46 instead of the full \$2,000. It was noted that several donors had gotten the impression from the Director of the Wake Now Our Vision Campaign that grant money from the Shelter Rock Church would last longer than it did, perhaps even to the end of 2018. None of the donors has been informed by the UUA that their gift did not qualify for a match. George and Lynna Ruth speculated this was because an audit had yet to be performed and there was a slight, very slight, chance that things could change and that UUCC might receive matching funds closer to the \$7,500 we were expecting. Everyone agreed that the whole process leaves a sour taste. It was agreed that individuals could take whatever action they deemed appropriate, including revoking their intentions. However there was no general agreement on whether or not the Church or the Endowment Committee should take an official stand. Dave thought we should just publicly thank the donors and encourage more legacy gifts and not risk antagonizing the UUA while we were in search of a minister. Daidee felt we had every right to complain and as one of a very few fair share congregations in Tennessee we would not be jeopardizing our search for a minister. George distributed two documents that further explain what has been and is going on and they are attached to these minutes. George distributed two documents that further explain what has been and is going on and they are attached to these minutes.

### **Money Management Classes**

Lynna Ruth reported that she had been approached by several people asking if she would be willing to give money management classes at the church. Everyone thought this was a great idea and were pleased folks were thinking along those lines. Discussion ensued. George offered to conduct the classes if others would help with curriculum and if he would have time prior to the Helton's several month trial move to the Philadelphia area. Lynna Ruth and Daidee volunteered to research free available online resources and report back with specific suggestions at the February FC

### **Announcements Encouraging Pledging**

Christian suggested that it would be good to encourage pledging by new members during the current fiscal year. To that end, he volunteered to make a short announcement during a Sunday service. Daidee mentioned that all announcements need to be cleared with whichever WOWzer is responsible for the service at least a couple of weeks ahead of time. Christian was a-okay with that.

### **Old T Shirts**

On January 8, DRE Iris De LaPaz posted on UUCC's Big Group page: *In two weeks, it will be Dr Martin Luther King Jr Day of Service in Chattanooga. Once upon a time, our Social Justice group purchased some really cool t-shirts. Some of us thought it would be great if we rolled out in some sort of uniform and represented our community! If you would like to have one of these shirts for the parade portion of the day, we will be selling these t-shirts this weekend and next. T-shirts cost \$10 (attached is a photo example of the t-shirts we have!)* Daidee thought it was a fine idea to try to sell the remaining shirts and have newer members plus those who bought them back in the day wear them on MLK Day. But she pointed out that the T-shirts pictured were not the ones sold by Social Justice but those designed and sold as a general church fundraiser by a Small Group (of which she was a part) in 2012-2013. Accordingly, any additional monies from the sale of these shirts should go into the general operating budget.

### **Cabinet for Audio Equipment**

Dave said Ron Pasch plans to build a cabinet to store audio equipment. Our only cost will be for materials and we already have the promise of a donation to cover this. Lynna Ruth will set up a pass-thru account to handle the bookkeeping.

## **Green Chairs**

There was talk about selling the old green sanctuary chairs and then having individuals buy new matching chairs for the sanctuary.

### **MEMORIAL GARDEN REPORT**

The Berry family has requested that Walter Berry's ashes be interred in the Memorial Garden.

### **ENDOWMENT COMMITTEE REPORT**

Value on January 1 2019 was \$90,928

Value on November 1, 2018 was \$93,832

Value on January 1, 2018 was \$97,379

The calendar year loss was to be expected given the fluctuations of the market. Taking into account expenses and costs, our loss was only slightly more than that of the S&P 500.

The next Endowment Committee meeting is scheduled for Monday, January 14. Lynna Ruth and George assured the FC that they would be discussing the anticipated Wake Now Our Vision shortfall. Included in that discussion will be: whether or not, in addition to individual donors, the Endowment Committee and/or Church as a whole should express displeasure about the UUA's mishandling of the matching grant. Also whether, and if so how, to thank donors for their commitment of legacy gifts to the church.

### **FEBRUARY MEETING**

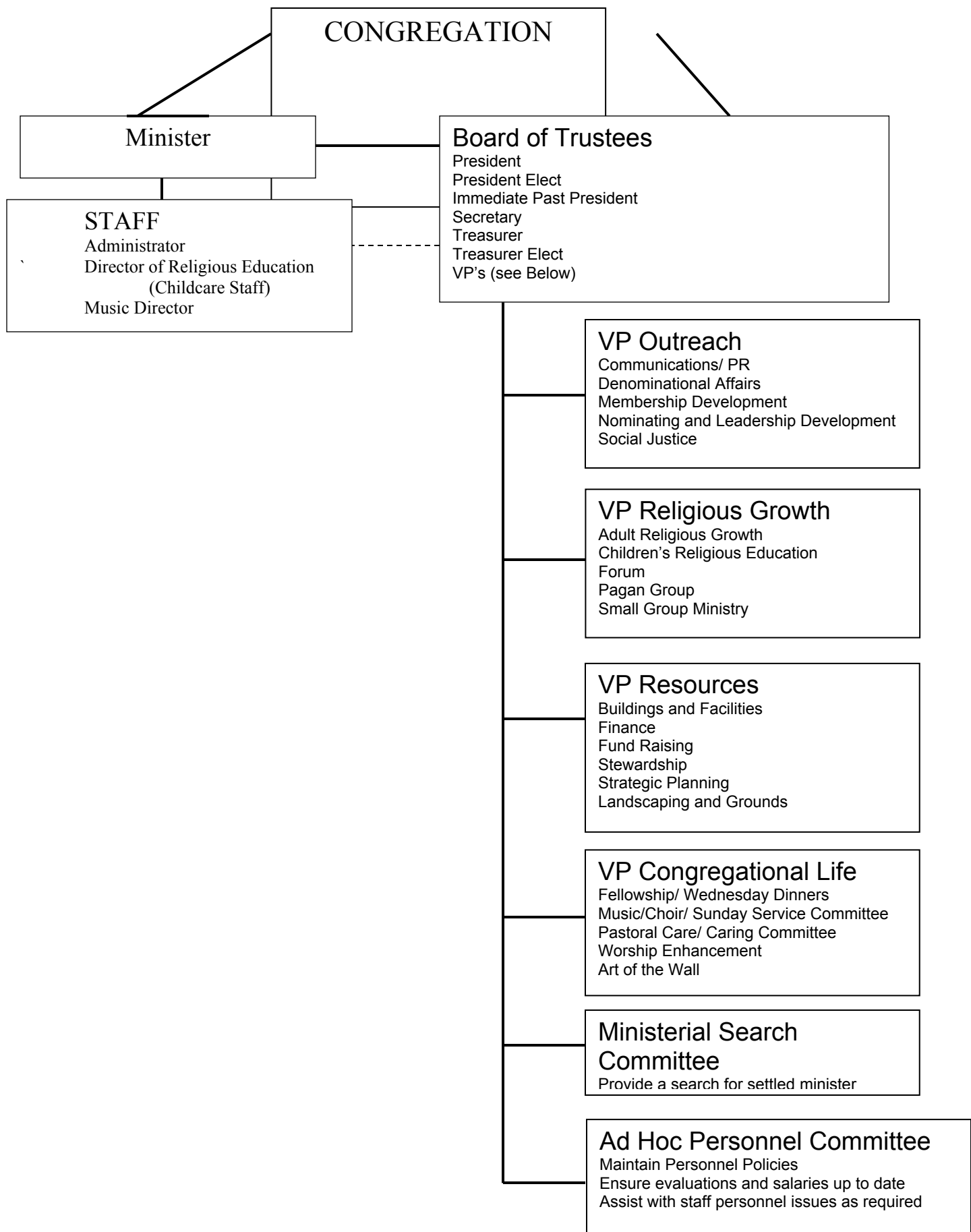
- **Date:** Thursday, February 7, 2019
- **Chair:** Bill Derrickson
- **Scribe:** George Helton
- **Readings:** Christian Horvath

### **EXTINGUISHING THE CHALICE AND CLOSING READING**

Lynna Ruth extinguished the chalice at 8:18 pm and Dave Benn read the last two stanzas of *To a Mouse* by Robert Burns as a closing reading.

Respectfully submitted,  
Daidee Springer, Scribe

*additional financial reports available in the church office upon request*





**Sunday Inclement Weather Policy:**

When weather conditions are adverse during the weekend, a decision about implementing the Sunday Inclement Weather Policy will be made by the VP of Resources and Minister no later than 8:00 AM on Sunday. In the event that one or both of those individuals are unavailable, the Board President and/or that Sunday's Board Representatives will make the decision. If implemented, there will be no Sunday activities and, as is far as possible, given the possibility of power outages,

- an email will be sent to all members,
- an announcement will be posted on our website and provided to at least two media outlets,
- our social media accounts and office phone line will be updated,
- And board members will attempt to contact each member by telephone.

**Weekday Inclement Weather Policy:**

When weather and/or road conditions are adverse during the week, weekday activities or events may be canceled or postponed. Detailed announcements will be posted on our website and social media accounts. When Hamilton County schools are closed/delayed due to inclement weather, the office will also be closed/delayed.