

## UCC BOARD OF TRUSTEE MEETING

February 19<sup>th</sup>, 2019

**PRESENT:** Nicky Ozbek, President; Bart Solomon, Past President; Link Christensen, VP Congregational Life; Dave Benn, VP Resources; Minister, Rod Harrison; Lynna Ruth Standridge, Treasurer; Connie Cowherd, Secretary; Mandy Cowley, Church Administrator.

**GUEST:** Iris DeLaPaz

Nicky calls the meeting to order at 6:35 PM

**OPENING WORDS:** Lynna Ruth

**SHARING OF JOYS AND CONCERNS:** completed.

**APPROVAL OF MINUTES:** Link makes a motion that minutes be accepted. Lynna Ruth seconds. Minutes approved.

**TREASURER'S REPORT:** Lynna Ruth, representing the Finance Committee, brings three items to the Board for approval.

1. Finance Committee recommends the Board release the balance of temporary restricted fund 3245-406 (ministerial search/sabbatical) to the Ministerial Search Committee. See below.
2. Finance Committee recommends the Board approve going forward with Roy Zimmerman Concert on March 9<sup>th</sup>. Suggest tickets be \$20.00 per person suggested donation with a split of 80% to Zimmerman and 20% to UCC. John Standridge will be the person in charge. Lynna Ruth makes a motion we proceed with concert as planned. Connie seconds motion. Motion passed.
3. Finance Committee recommends the upcoming stewardship goal be increased by at least \$20,000, i.e., 12%. The resultant budget, if goal fulfilled, would be \$191,123. The Board decided to address this recommendation in an executive session following this meeting.

### VICE PRESIDENTS REPORTS:

- VP Congregational Life – Link Christensen – the Nominating Committee contacted him regarding the remaining vacancies on the upcoming Board nominations. Discussed methods to encourage members to consider serving on the Board of Trustees.

Link brings to our attention a discrepancy between the Policy and Personnel Manuals regarding hours required for full time employment. He makes a motion we follow the

guidelines within the Personnel Manual. Lynna Ruth seconds this motion. The motion was passed. This will be added to the agenda next month to change the policy.

Also, Board members recalled information presented in the Governance book reviewed early 2018. The book suggested having a smaller Board. Link volunteered to review the book and report back to the Board which he did. The Governance book recommended not addressing bylaws during the first 3 years of a new minister.

- VP Outreach - N/A
- VP Religious Education – Iris gives an update on RE, see attached report. Any monies received as a donation at the various RE sponsored events are used to offset parents' expense for field trips.  
Iris informs the Board that our lead nursery worker will be leaving. Iris is looking for a replacement.
- VP Resources – David Benn – reports a sound equipment cabinet is being built by Ron Pasch. The cabinet is expected to be installed by the end of February. The cost of this cabinet is being covered by a private donor.  
Dave has researched installing handrails on the steps to the riser. This will take place soon.  
Dave reviews his list of maintenance activities.

#### **INFORMATIONAL ITEMS:**

- Ministerial Search Update - Nicky – Obtaining a settled minister is promising as the committee continues to work diligently.
- Workshops - Nicky continues to investigate potential conflict resolution and/or sensitivity workshops. Such a workshop provided by UUA is \$12,000 which is not feasible for UUCC. She is waiting to hear from Highland Center.

#### **DECISION ITEMS:**

- Fundraising/Budget – Nicky - Fundraisers pending include the play, Exonerated, at Chattanooga Theater Center on Feb. 24th; Roy Zimmerman concert on March \_\_ ; and Service Auction on May 18th. Board approved (above) going forward with the concert.
- Stewardship Update – Nicky & Dave – The upcoming annual Stewardship Campaign was discussed: The following were decided. 1) The campaign will be called TENDING THE

**FLAME.** 2) Potluck on March 17<sup>th</sup> to kick off the campaign with Dave making an announcement from the pulpit. 3) Board members will canvas congregants who have not responded to the call to confirm their 2 year pledge made last year. 4) Celebration at the end of March after service with cake.

- **Ministerial Search Funds** – Lynna Ruth - Finance Committee recommends the Board release the balance (\$6300) of temporary restricted fund 3245-406 (ministerial search/sabbatical) to the Ministerial Search Committee. This would allow MSC to use the funds, if needed. Connie makes a motion this transfer of funds be approved. Link seconds the motion. The motion passed unanimously.
- **Banisters in Sanctuary?** Dave is actively working on designing banisters to install on the steps of the sanctuary riser. Board members agree with his decision to take care of this.

**POLICIES PASSED:** none

**ACTIONS TAKEN:**

- Released funds from restricted account (3245) to allow Ministerial Search Committee to use those funds (\$6300) if needed.
- Approved moving forward with Roy Zimmerman concert.
- – **Decision regarding ministerial contract questions:** An ad hoc meeting comprised of Board Treasurer (Lynna Ruth Standridge), Board President (Nicky Ozbek), VP of Congregational Life (Link Christensen), MSC finance advisor (Marian Kern), and representative from Personnel committee (Daidee Springer) met on March 6<sup>th</sup> to discuss questions raised by our ministerial candidates regarding our minister's contract. See attached minutes.

MSC will soon be ranking the 4 candidates. These ministers will declare their preferences by the end of March. At that time, the Board will negotiate the final contract.

Lynna Ruth, Treasurer, has summarized the financial obligations for each candidate. Attached.

Nicky called for an electronic vote on the above ad hoc committee's responses to our ministerial candidates' questions. Link makes a motion these responses be accepted. Lynna Ruth seconds. The motion passed to approve the answers to questions regarding the minister's employment contract.

**CLOSING:**

- Next Meeting – March 19<sup>th</sup> at 6:30 PM
- Board Rep Schedule: 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.
- Open/closing words next meeting – Dave Benn
- Closing words: Lynna Ruth

MEETING ADJOURNED AT 8:50 PM

An executive session of the Board followed this meeting to discuss Finance Committee's recommendation to increase next year's budget by \$20,000.

Minutes approved by Board on March 19<sup>th</sup> 2019 after correction.

Submitted with respect,

Connie Cowherd

Board Secretary

## **TREASURER'S REPORT**

### **Minutes of UUCU Finance Committee Meeting**

Feb 7, 2019

#### **Board Highlights**

\*The Finance Committee recommends that the Board approve releasing the balance of temporarily restricted account 3245-406 (Ministerial Search/Sabbatical) to the Ministerial Search Committee so that it can pay its expenses in a timely manner.

\*The Finance Committee recommends that the Board approve going forward with a Roy Zimmerman concert on March 9 or 10 with a \$20 per person suggested donation and an 80% to Zimmerman/20% to the church split of profits. John Standridge will be the Person in Charge for the event.

\*The Finance Committee recommends a Stewardship Goal of increasing pledges by at least \$20,000 resulting in a pledge goal of approximately \$191,123 for the coming fiscal year. This Goal would represent an increase of almost 12% over last year's pledges.

**Those Attending:** Dave Benn, Bill Derrickson, George Helton, Christian Horvath, Nicky Ozbek, David Reed, Daidee Springer, and Lynna Ruth Standridge

Christian opened the meeting at 6:30 pm with a reading on friendship from *The Prophet*.

#### **Reports for Questions and to Accept by Acclamation:**

The Minutes from the previous Finance Committee Meeting (Jan 10, 2019) were accepted by acclamation with thanks to Scribe Daidee Springer.

The Financial Reports from the Jan meeting were reviewed and discussed.

The Review led to discussions of the following topics:

\*Should budgets for committees be based on historical averages of their spending or, as per our current practice, on their annual budget requests?

Decision: After discussion, we concurred that we should continue to base committees' budgets on their annual budget requests.

\*The church has received an invoice for \$550 from the UUA for "transition coaching" and expects to receive a second invoice for this activity. Which account should we tap to pay these invoices?

Decision: We should pay these invoices from account 6050-406.

\*Should we combine the 2 accounts designated to pay for our Ministerial Search?

Decision: No, keep them (account 6050-406 and temporarily restricted account 3245-406) separate.

## **Old Business**

Bill gave an update on planning for our upcoming Service Auction, "Escape to Margaritaville." Our target audience for this fund-raiser will be members and friends. Bill and his committee members handed out 60 Donation Forms at church last Sunday and will continue to distribute these forms.

After discussion, Daidee and Lynna Ruth volunteered to chair an ad-hoc committee to plan Money Management Classes for members. They will meet and give the FC an update at our next meeting.

## **New Business**

Daidee reported that our opening for a Nursery Worker had been advertised in the Nuusletter as paying \$11.25 an hour. We recalled that the FC had previously recommended gradually raising Nursery Workers' pay to \$15.00 an hour.

Decision: After discussion, we decided that the Personnel Committee and our DRE should work together to determine the appropriate hourly rates for both the Lead Nursery Worker and other Nursery Worker(s). Daidee said she would communicate this decision to the Personnel Committee.

At Nicky's request, we discussed what the goal for our Stewardship Campaign should be. The discussion included whether we could afford a full-time Minister and/or a full-time DRE.

Decisions:

\*While some have personal reservations about whether the church should seek a full-time Minister, we agreed that the church has already made a commitment to try to hire a full-time settled Minister who would begin in August of this year.

\*We agreed that we recommend continuing next year with a 3/4-time DRE.

\*We agreed that, to pay a new settled Minister, plus other expected increases in expenses, our Stewardship Goal should be to increase pledges by at least \$20,000 (from \$171,231 to \$191,231) or almost 12%

Decision: We decided to recommend to the Board that it approve releasing the balance of restricted account 3245-406 (Ministerial Search/Sabbatical) to the Search Committee to use when account # 6050-406 is exhausted.

Lynna Ruth asked if we should recommend hosting a Roy Zimmerman concert on either March 9 or 10. She reported that: Zimmerman suggested a donation of \$20 per person and an 80% to himself/20% to the church split of profits; and John Standridge has agreed to be the Person In Charge of the event. We noted the need for a sound tech to be paid at the Sexton rate of \$50, providing child care, and following all the procedures for such events as described in the church's Policy Manual.

Decision: We agreed to recommend this concert to the Board for approval, with the stipulations noted above.

Dave reported that Ron Pasch is completing a new cabinet to hold sound equipment and that there is a donor to cover the cost of the new cabinet. We'll need to create a pass-through account for this transaction.

Monthly Reports (Information-Only)

George stated there was nothing new to report from the Memorial Garden Committee.

George reported that, due to improved stock prices, the Endowment fund increased during the month of January from \$90,928 to \$95,746. Nicky reported that the Board had sent a letter expressing disappointment and concern to the Director of the Wake Now Our Vision Campaign but had not received a response.

### March Meeting

Our next meeting is scheduled for 6:30 pm on March 14. Daidee will Chair, Lynna Ruth will be Scribe, and George will provide readings.

Christian closed the meeting with another reading on friendship from *The Prophet*.

The meeting adjourned at 8:30 pm.

Respectfully submitted,

George Helton, Scribe



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## RELIGIOUS EDUCATION REPORT

RELIGIOUS EDUCATION REPORT FEB. 20, 2019

### R.E Average Attendance #s:

Sprouts: 9, Saplings: 8, Teens: 4

### Upcoming events

02/22 4th Friday Fun Night: Paint & Sip

03/05 Wednesday Diversity Dinner Mardi Gras

03/17 Youth Led Service

03/22 4th Friday Fun Night

### R.E's "Elevator Pitch":

Being a U.U seems easy in theory but putting that theory to the test is remarkably challenging. In theory, we are radically open-minded, confident, and stand-up for what is right, bringing equity and justice to this world. We strive to learn about other cultures and faith traditions, so that we may welcome them.

Part of our spiritual practice is a covenant to challenge ourselves, our understanding of the world, and our interconnectedness. By challenging ourselves, we rest assured in the fact that there is always room for us to grow in our minds and hearts. With that, we also help others challenge their perspectives. We hope when people come to our community, they feel comfortable to share their full-authentic-unapologetic-self, to grow, and to serve.

### Vision Statement:

The UUCC Religious Education Program strives to create an inclusive, diverse and robust space for all ages to come together to learn, worship, connect, and grow. We hope to do this by fostering intergenerational relationships, by providing dynamic programming, and getting out to serve the larger community and world.