

Board Meeting Minutes for March 19, 2019

Unitarian Universalist Church of Chattanooga

Present: Nicky Ozbek, President; Bart Solomon, Past President; David Benn, VP Resource Ministry; Connie Cowherd, Secretary; Lynna Ruth Standridge, Treasurer (by phone).

Absent: Link Christensen, Vice President of Congregational Life; Mandy Cowley, Church administrator.

Guests: none

Meeting called to order at 6:35PM by President Nicky Ozbek.

Chalice lightening and opening words: Dave Benn provided use with a moment of silence.

Minutes: approved by acclamation after correcting spelling error.

Treasurer's Report: Lynna Ruth – see attached report. Accepted by all present.

Religious Growth Report: N/A

Outreach Report: N/A

Congregational Life Report: N/A

Resource Ministry Report: David Benn – second estimate on replacement windows for downstairs obtained and proved to be no better than the first.

Informational Items:

- Ministerial search – The Ministerial Search Committee (MSC) has agreed on a candidate for UUCC's settled minister. Once the candidate accepts UUCC's employment offer; the Board of Trustees is responsible for negotiating the employment contract. See below, Ministerial Update. MSC will soon announce the dates our candidate will be visiting Chattanooga.
Dates announced, the candidate will be in the pulpit May 5th and May 12th. There will be a called congregational meeting on May 12th, after service, for members to vote on accepting this candidate as our settled minister.
- Stewardship Update – Plans for this campaign continue. There will be several announcements from the pulpit. Postcards will be mailed to members followed by a letter. Lastly, Board members will call individuals who have not submitted a pledge card. This phone canvassing of members will take place at the end of April. A catered luncheon to celebrate the end of this year's stewardship campaign will take place on May 5th (the first Sunday our ministerial candidate is in the pulpit). Lynna Ruth will come up with guidelines for making the canvassing phone calls.

Decision Items:

- **Policy regarding services for members** – defining immediate family –Nicky shares that the ministerial candidate(s) asked for clarification in the Facility Use Policy which is unclear in defining the immediate family of members. This was discussed among Board members. An addendum was written with everyone's input. Connie makes a motion this addendum be approved. Dave seconds. Addendum was approved unanimously and is as follows:

Addendum: "Immediate family members of the church members and the church members themselves receive facility use without cost. Of Course, it is an individual decision to offer to pay for the facility use, although it is not required. For other family members such as siblings and in-laws, a church member may rent the church at a 50% discounted rate. The member would have to provide their own reception, pay sexton fee and minister the standard honorarium, if the minister is available."

Connie will complete and submit the church administrator the Policy Revision Request form.

- **Ministerial Update** – Once a ministerial candidate is selected a contract will have to be negotiated. MSC recommends an ad hoc committee be formed comprised to two Board members and one member from the search team. Bart and Lynna Ruth agreed to serve on this ad hoc committee. Link was volunteered to be back up for Lynna Ruth. It is expected that Mariam or Wendy Sapp will serve from the MSC.
- **Stewardship Cantering Event - Nicky** ask the Board to consider having a catered luncheon at the end of our stewardship campaign in early May. The quote of \$800 includes heavy hors d' oeuvres with vegan and vegetarian options for 100 people, drop off and setting up the meal, beverages, and all utensils, plates, napkins, etc. Lydia Ruth points out there is money in the budget to cover this. Dave makes a motion we proceed with this plan and pointed out the ministerial candidate will likely be present at the same time. Connie seconds. All approved, motion passed.

Electronic votes: Dave ask for Board's approval to proceed with a possible church rental from July 15th through 19th for the "Chattanooga Girls Rock" non-profit organization's summer camp. The rental fee would be \$2000 plus a damage deposit. Discussed among Board members electronically. All agreed that Dave will proceed with negotiations.

Policies past: Addendum 2.3.1 to Facility Use Policy (see above).

Actions taken: ad hoc committee selected to negotiate new minister's contract.

Quick Report Items: Seder dinner on April 19th. Celebration catered lunch on May 5th.

Ministerial candidate in pulpit on May 5th and 12th. Called congregational meeting May 12th.

Earth Day and lunch April 21st. Interim minister's (Rod) last Sunday April 30th.

Quarterly Council May 11th. Service Auction on May 18th.

Staff evaluations have been completed by Nicky.

Next Board Meeting is April 16th at 6:30 PM

Board Rep Schedule: April 14th Connie and Link; April 21st Lynna Ruth and Dave;

April 28th Nicky and Connie; May 5th Link and Lynna Ruth; May 12th Bart and Nicky;

May 19th Lynna Ruth and Dave; May 26th Nicky and Link; June 2nd Bart and Dave;

June 9th Nicky and Link; June 16th Connie and Dave; June 23th Bart and Link;

June 30th Lynna Ruth and Connie

Opening and Closing words for next meeting:

Closing Words: Dave

Meeting Adjourned: 7:50 PM

Respectfully submitted,

Connie Cowherd

Board Secretary

Approved by Board on April 16th, 2019

Treasurer's Report

February 2019

Balance Sheet (Assets and Liabilities)

- 1) You might note that the checking balance is very close to the checking balance at the same time last year. However, Money Market is \$20,000 higher than last year – a nice trend.
- 2) Temporary Fundraiser (2304) shows a balance of \$112.00, from the sale of the Dove Cards. As with the Opera fundraiser, the balance will be moved to the budgeted Fundraiser account (4100) after completion. Lynne repaid herself for the printing from the first sales, so this is profit. I am leaving it in the temporary account for another month or so to allow for additional sales.
- 3) The RE department is having regular fundraisers, mostly dinners (2309-230).
- 4) As noted previously, Equipment Reserve (3222-501) shows a negative balance (-300.45) after the purchase of the new refrigerator. We anticipate the negativity will continue until after the service auction. However, comments on the new refrigerator have been very positive.

Income/Expense Statement (Incoming versus Outgoing Cash)

- 1) The current year pledges (Account 4030) for February came in at a healthy \$15,367.38, bringing the total for year-to-date to \$130,452.03. Compared to year-to-date budget, we are ahead by roughly \$16,300 (rounded). Compared to prior year, we are behind by about \$1,712.
- 2) The interest on the MoneyMarket savings account has improved significantly, with total interest for the year at \$106.16. Small potatoes, yes, but \$26 over the annual budget, nevertheless.
- 3) As noted in previous reports, the cell-tower rent shows us to be one payment behind, compared to the year-to-date budget, but we are not. The July 2018 payment was made and credited to June 2018.
- 4) As reported previously, on page 7, year-to-date non-budgeted expenses is reported as \$1.50, which is a reference to an earlier bank charge.
- 5) Total income = \$18,634.98. Total expenses = \$19,056.54. Excess expenses over income (i.e., "loss") for month = \$421.56. As of now, year-to-date revenue exceeds expenses by \$40,875.67, which is slightly less than last month. Total income year-to-date now runs approximately \$1,416 more than the same time last year (even though Church of God rentals this year should make it in the neighborhood of \$8,000). Total expenses have decreased over \$25,605 for this time last year.

Endowment

The Endowment Fund has recovered somewhat from the market corrections. The balance at the end of February was \$96,792 (rounded), which is a gain of \$5,821 (rounded) from December 31.

Fidelity T-bills

The total of the Fidelity account, which contains the T-bills (former CD's), is \$59,652.27, which looks like an increase of only \$2.82 from last month. Actually, \$111.27 was added to the account, while \$108.45 from Duncan was transferred to our general operations. Of that \$59,652.27, \$15,000 belongs to the Duncan endowment, leaving a non-Duncan balance of \$44,652.27, which is spread among two T-bills (maturing 8/15/19) and a cash account (\$652.27), which receives interest, dividends and increases in the value of the investment.



INCEXP_2019Feb.pdf



BALSHEET_2019Feb.pdf