

UNITARIAN UNIVERIALIST CHURCH OF CHATTANOOGA

BOARD MEETING MINUTES FOR MAY 2019

Present: Nicky Ozbek, President; David Benn, VP Resources; Bart Solomon, Past President; Lynna Ruth Standridge, Treasurer; Mandy Cowley, Church Administrator. **Absent:** Connie Cowherd, Secretary. We have a quorum present.

Guest: Frank Caperton, church member

Meeting called to order: by Nicky at 6:35PM

Chalice Lighting: Lynna Ruth with reading from Marianne Williamson

Minutes: Lynna Ruth makes a motion the minutes be approved as written. Dave seconds. Minutes approved unanimously.

Treasurer's Report: Lynna Ruth reports last month's expenses exceeded income. However, we still have a surplus for the year of approximately \$33,000, as of the end of April (see attached report).

VP Congregational Life: Link has moved to Kentucky. No report

VP Resource: David Benn reported there have been several emails about the projector, but no consensus yet on the replacement. Two yellow lights are now on, one for the bulb and one for the air filter.

Religious Education: No current VP on the Board. No report.

The following includes decision and discussion items in the order discussed.

Electronic Vote Nicky reported that an electronic vote to hire two identified nursery workers passed.

Projector As Dave reported, several emails about the projector have been exchanged. Steve and tom have not yet agreed on the specifics. The one Steve found on Amazon runs around \$1,100. Amazon offers installation for \$141, but Dave is dubious about installation – not sure how that will work. The Board discussed the need for some haste in deciding, especially as we have some additional funds to pay for it this year.

Endowment Committee George Helton will be moving in August. The Endowment Committee has met with, and recommended, Jon Littlefield as George's replacement on the Committee. Dave moved to accept and Lynna Ruth seconded, with unanimous approval.

Minister's Final Contract Rev. Mandy Goheen's contract has been finalized. Final signatures will occur after she moves here in July-August. She does not need health and dental insurance, which have been budgeted at \$11,444. She did request that \$3,500 be made available for ministerial development or program development. Dave moved to accept the final contract and Lynna Ruth seconded, with unanimous approval.

Art Donation Nicky reported that David Morris, a local businessman and artist, has sold his business and building and would like to donate four flat metal sculptures, approximately five feet square. The Board discussed that one of them, based on photographs, might be perfect for the blank stone wall facing the interstate and another might work well above the stairwell. After discussion, Lynna Ruth moved that we accept the generous donation. Dave seconded and approval was unanimous.

Monetary Donation Bart reported on a conversation with Nancy Anderson's son and conservator, Stu. Stu said the family really appreciates everything the church has done to assist Nancy in her declining years. He increased her pledge and also told Bart the family wants to donate an additional \$2,000 for the church to spend as needed. There was some discussion as to how the money might be spent, including a new projector. Lynna Ruth moved, and Dave seconded, that the gift be accepted. The vote was unanimous for approval.

Stewardship Campaign has so far yielded 64 pledges, totaling \$156,164, although several expected pledges have not been received. Frank Caperton had attended the meeting to contribute his thoughts. He described that, when he joined, he joined a UUA church, an “honor congregation”, and he thinks we should continue to maintain our pledge to the UUA. He believes we need a year-round stewardship committee – maybe divide the church members by birth month and visit the family in that birth month, visiting every family in person at least once per year – but what we are doing now is not sustainable. Mandy noted that, in order for stewardship pledging to be more successful, she believes we need to have strong and active Membership, Caring and Lay Pastoral Care committees before asking for money.

Service Auction Update The service auction was held last Saturday, May 18. Final reports are not yet available, but at present it appears the net (after expenses) will be around \$7,000. Of the net proceeds, \$2,500 goes into the general operations fund and the remainder will be reserved for replacing the single-pane windows downstairs.

Emergency Drills will be held this coming Sunday, May 26. The purpose will involve looking for issues with moving adults out of the sanctuary in an orderly, fast method and securing children in the identified safe rooms. This will be called a tornado/fire drill, not an active shooter drill, especially for the children.

Nursery Policy for Paid Volunteers Mandy has been working on a policy to pay members who volunteer to assist in the nursery. The current UCC policy requires two people in the nursery, for example. If a nursery worker is unable to work (e.g., calls in sick), we can use members of the congregation who have passed the background check. The concern is that we are replacing a paid worker with an unpaid volunteer, which may not be fair to the volunteer. Mandy has been working on the wording of the policy and will email a copy to the Board. Lynna Ruth moved that we accept the policy as read by Mandy and Dave seconded. The approval vote was unanimous.

Annual Congregational Meeting will be held on June 9th. We spent a bit of time working on an agenda.

Preliminary Budget: Lynna Ruth presented the preliminary budget, which shows a significant deficit for 2019-20. A one-page synopsis will be available at the Congregational Meeting, and Finance Committee recommended that we offer a couple of times when any interested members could view and ask questions about the full line-item version. Based on feedback at the Board meeting, Lynna Ruth sent out a revised one-page sheet with Options A (no payments to UUA) and B (includes payments to UUA), along with annualized actual expenditures for 2018-19 (see attached).

Action Items: None

Policies Passed: Policy for paying members as volunteers

Board Rep. Schedule: May 26th, Nicky and Lynna Ruth; June 2nd, Bart and Dave; June 9th, Nicky and ??; June 16th, Connie and Dave; June 23th, Bart and Connie; June 30th, Lynna Ruth and Connie

Next Board meeting is June 18th, 2019, with outgoing and incoming board members. We will work on providing food for that meeting. We did NOT identify a person for opening and closing readings.

Meeting Adjourned: 8:30 PM. Closing words from Carl Sagan (Lynna Ruth)

Respectfully submitted,
Lynna Ruth Standridge, acting scribe in Secretary's absence

Treasurer's Report April 2019

Balance Sheet (Assets and Liabilities)

- 1) The Fidelity T-Bills were not updated in the current spreadsheet at the end of April. See below for correct balances.
- 2) Funds were transferred from Temporary Fundraiser (2304) to Fundraiser Income (4100-700) to show profit, as follows: Dove Cards, \$112.00; Exonerated Play, \$1082.50; and Zimmerman concert, \$17.95.
- 3) Temporary Fundraiser (2304) now shows a balance of \$260.00, which represents early proceeds for the Service Auction.
- 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.

Income/Expense Statement (Incoming versus Outgoing Cash)

- 1) The current year pledges (Account 4030) for April totaled \$6,738.84, bringing the total for year-to-date to \$149,716.21. Compared to year-to-date budget, we are ahead by roughly \$7,000 (rounded). Compared to prior year, we are behind by about \$250.
- 2) 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.
- 3) Total income = \$11,876.21. Total expenses = \$18,355.11. Excess expenses over income (i.e., "loss") for month = \$6,478.90. As of now, year-to-date revenue exceeds expenses by \$33,411.88. Total income year-to-date now runs almost \$7,100 more than the same time last year (even though Church of God rentals this year should make it in the neighborhood of \$10,000). Total expenses have decreased \$23,160, compared to this time last year.
- 4) Projecting historical income and expenses suggests we will end the fiscal year with a surplus of \$25,000 - \$30,000. Of course, this totally depends on actual income and expenses in the last two months of the fiscal year.

Endowment

Total value on April 30, 2019, was \$99,460.18. This is a gain of approximately (i.e., rounded) \$1,697 for the month and \$8,489 for the year-to-date.

Fidelity T-bills

The total of the Fidelity account, which contains the T-bills (former CD's), is \$59,904.68, which represents an increase in value of \$118.89 from last month, or \$458.48 since January 1. Of that \$59,904.68, \$15,000 belongs to the Duncan endowment, leaving a non-Duncan balance of \$44,904.68, which is spread among two T-bills (maturing 8/15/19) and a cash account (\$904.68), which receives the interest, dividends and increases in the value of the investment.

Unitarian Universalist Church of Chattanooga
Anticipated Income and Expenses, Fiscal Year 2019-2020

	2019-2020		Compared to
	Option A	Option B	2018-2019
			Annualized Actual¹
Anticipated Revenue ("Incoming")			
Net Pledges, Offertory and Gifts ¹	156,756	156,756	190,328
Rentals	30,264	30,264	30,179
Interest and Miscellaneous	765	765	1,271
Fundraisers	5,000	5,000	4,430
Total Anticipated Revenue	192,785	192,785	226,208
Anticipated Expenses ("Outgoing")			
Personnel	165,627	165,627	115,703
Board and Programs*	15,412	15,412	24,656
Ministerial Search/Sabbatical	-	-	10,946
Church Operations and Maintenance	29,794	29,794	28,052
UUA (G.I.F.T. / Fair Share)	-	13,258	13,368
Total Anticipated Expenses	210,833	224,091	192,726
Anticipated Surplus or (Deficit)	(18,048)	(31,306)	33,482
<i>Transfer from savings to balance budget</i>	18,048	31,306	
	0	0	

*Detail for Board and Programs

BOT Retreat & Quarterly Council	500	1,000
Leadership Development	500	500
Art on the Walls	150	230
Caring Committee	50	50
Coffee Hour Expense	750	700
Fellowship-General	100	250
Lay Pastoral Care	250	1,075
Membership Expense	1,500	1,323
Music Program	1,400	1,400
Small Group Ministry	500	950
Social Justice	1,500	2,000
Worship Programs Exp	2,500	5,200
Adult RE	500	600
RE Youth	5,212	5,212
Total Board and Programs	15,412	20,490

¹Based on 10 months of actual expenses

²Pledges on 5/21/2019 = \$156,164 * 95% = \$148,356