

UUCC Board of Trustees
October 15, 2019
6:15 pm

Attendees: Wendy Sapp, Dave Benn, Jon Littlefield, Chen Zhang, Nicky Ozbek, Rev. Mandy Goheen, Mandy Cowley and Lynna Ruth Standridge, volunteer scribe. Absent were Roger Davis, Emily Sartain and Christian Horvath.

Opening Words/Chalice Lighting: Read by Lynna Ruth Standridge from Erik Walker Wikstrom, "So That We Might, Together, Shine"

Check In:

Consent Items: The following items were considered en masse. Lynna Ruth moved that we accept them as submitted and Nicky seconded. The motion passed unanimously.

- Minutes
- Treasurer's Report:
- Vice President's Reports
 - Outreach
 - Religious Education
- Staff Reports
 - Minister

In lieu of a written report, Dave reported that the new windows had been installed in the basement. Written reports are attached.

Covenant: The covenant written at the last meeting was revisited. No changes were requested or suggested. The Board members present at the meeting each signed the covenant.

Decision Items

- Motion to appoint David Reed, Rhiannon Pelton, Christian Horvath to complete church's annual financial review. After a motion by Lynna Ruth Standridge, which was seconded by Dave Benn, the item was approved unanimously.
- Rental Policy: Discussion centered around whether we needed to review the entire rental policy, after approving changes to a portion of it in an earlier meeting, and after adding the Alcohol Use Policy. Chen and Jon volunteered to review it. Specifically, we wondered if the recent policy replaced the entire rental policy.
- Alcohol Use Policy was revised. Lynna Ruth moved, and Jon seconded, that we accept as amended until we receive additional information. The motion passed unanimously.
- Credit Card Motion: A motion to approve a third credit card, specifically for use by the minister, and to increase the credit limit on the cards from \$5,000 to \$7,500, was submitted by Lynna Ruth Standridge and seconded by Jon Littlefield. The new card would have a credit limit of \$2,500; Card 3, limited to \$1,000; Card 1 (office), limited to \$4,000. The President, President-Elect and Past President are appointed as the Controlling Parties. The current Controlling Parties would therefore be: 1) Wendy Sapp, 2) Chen Zhang and 3) Nicky Ozbek.
- A motion to allocate up to \$200 to purchase and place a plaque on the pillar in the lower parking lot designating the Lewis Bird Sanctuary. Motion made by Lynna Ruth and seconded by Jon. The motion carried unanimously.

Informational Items

- Rummage Sale this Saturday, October 19th for the public and Friday, October 18th, for church members.

Training:

- Board Rep responsibilities:
 - Board representative will wear stoles on their assigned Sundays.
 - Board representatives will count every person in the building on Sunday mornings for the attendance including babies, staff, volunteers, etc. Board Representatives will count attendance upstairs and downstairs with a count for children and a count for adults.
- Chapter 5: Rev Mandy reviewed Chapter 5 of the Hotchkiss book. She noted that our primary 'boss' should be the Mission statement, not the congregation. After considerable discussion, we agreed to take a few minutes each meeting to examine the Mission statement, line by line, and probe its inner meanings.

Next Meeting:

- November 19, 6:15-8:15 pm
 - Opening and Closing Words: Jon Littlefield
 - Chapter 6: Wendy Sapp

Check Out

Closing Words were read by Nicky Ozbek from the readings in the back of the hymnal.

DRAFT UUCC Alcohol Policies and Procedures

NOTE: This policy is identical to the one approved by the board on August 20, 2015 with the following exception: removed requirement for Board to approve serving alcohol. Question: Do we want to limit alcohol to wine, beer, and champagne or do we want to allow mixed drinks?

1. Tennessee laws concerning age restrictions and prevention of intoxication must be followed.
2. Alcoholic beverages are to be provided only by host group.
3. There is no unattended alcohol allowed at any time. No self-serve.
4. Alcoholic beverages are limited to wine, beer, and champagne.**
5. Non-alcoholic beverages must also be served, and displayed attractively and prominently.
6. Food must be served along with alcoholic beverages.
7. Alcohol may not be allowed outside at any time.
8. Alcohol may not be sold. Price of admission or tickets not allowed. Technically this is selling. Donations may be requested.
9. If someone becomes intoxicated, they must leave, do not allow to drive, arrange transportation.
10. Any renter wanting to serve alcohol must have a signed rental agreement, comply with UUCC alcohol policy, as well as state and local laws. If state or local laws require a permit it must be on file at UUCC office one week prior to event.
11. For renters, a designated person is to staff the table at all times. Alcohol is served only by the adult(s) manning the table. No self-serve.
12. For all non-church events, any leftover alcohol must be removed from the premises after the event. UUCC reserves the right to revoke any space use agreement without cause.

Treasurer's Report

September 2019

Balance Sheet (Assets and Liabilities)

- 1) The check for \$64.10, as mentioned in the August report, was posted in 2018-19, as per Board vote.
- 2) The new equipment cabinet was added to Assets – Furnishings.
- 3) The Benevolence Fund pass-thru account benefited mightily from Share-the-Plate in September, receiving \$3,419.00.
- 4) The Very Temporary account (2350) was cleared out. Ed Brock gave us a gift of the sale of his books via Square in June – this \$35 was moved to Gift Income. The \$10.74 chargeback fee from a member's NSF check was repaid by the member. The \$150 rental deposit from SisterReach was released into Unrestricted Net Assets.
- 5) There were two Passover Seder accounts. The Reserve Account (3255-409) was moved to the Pass-Thru Account (2311-000).

Income/Expense Statement (Incoming versus Outgoing Cash)

- 1) The current year pledges (Account 4030) for September totaled \$18,471.49. We have brought in more pledge income (current year) than the year-to-date budget by \$12,595 (rounded). Compared to the same month last year, we are approximately \$1,000 higher this year than last year.
- 2) Sunday Offertory (4050) and Prior Year Pledges (4040) are also up, this year over last and compared to the year-to-date budget.
- 3) Total expenses increased \$2,918 (rounded) compared to last year. However, expenses for the year at this point are \$8,975 less than budgeted.
- 4) Total income for September = \$20,521.25. Total expenses for September = \$15,444.46. Excess income over expenses for the year (i.e., "gain") = \$27,171.62.
- 5) We did not receive a cell tower payment this month, because we received 2 payments in August.
- 6) We received \$4,390.00 in gifts in September. Of this, \$3,100.00 was designated for the Benevolence Fund, \$1,000.00 for the new sanctuary cabinet, and \$290 in unencumbered gifts.
- 7) Worship Programs (6170) total expenses were much lower, running now higher than budgeted by only \$134. Still overspent compared to budget were DRE Professional Expenses (5098), BOT Retreat/Quarterly Council (6002), Landscaping (6371), Flowers/Gifts (6415), Credit Card/Paypal charges (6506), and Electricity (6581). Some of these will even out.

8) The new invoice for the copier maintenance contract was \$100 higher than last year (\$895). Mandy C. spoke to Bayne Business Machines and found that we could lower the covered copy amount, but still have as many copies as we typically use, on a monthly billing for about \$600 for the year. We have made that switch, so we will be paying \$49.99 per month, instead of \$895 in one lump sum.

Endowment

The Endowment Fund statement had not been released for September, as of this writing, but it appeared the balance was \$100,347.13 on September 30.

Fidelity T-bills

The total of the Fidelity account, which contains the T-bills (former CD's), is \$59,901.69. Of that \$59,901.69, \$15,000 belongs to the Duncan endowment (maturing November 14, 2019), whose principal cannot be accessed (but interest and dividends get transferred to general operations). This leaves a non-Duncan balance of \$44,901.69, which is spread among two T-bills (maturing 2/13/2020 and 8/13/2020) and a cash account (\$901.69), which receives the interest, dividends and increases in the value of the investment.

VP Outreach: Submitted by Jon Littlefield

Membership:

Planning to meet with current committee members in the next few weeks, the focus of discussion will be an assessment of current procedures to manage the visitor to member transition process.

Communications:

Still no committee or chair in place, but I will be meeting with Steve Hollingsworth to look at promotions/sponsorships with WUTC and others. Still in search of someone with social media and website skills.

Social Justice (Via Judy Gallagher):

We had a good showing at Pride thanks to the organizing efforts of Kris Rusch. Positive response to our banner as we were marching and interest at our table.

Sandy Kurtz did present the Jackson Rising Book to the Unity Group the same day as Pride. Judith Pedersen-Benn and Dave and I went as well. Several of their members were interested and took books. They are interested in incorporating in MLKing week of festivities in some way. Melissa Bennett and Judith PBenn have agreed to facilitate a discussion group around White Fragility. We have several books available for anyone wanting to participate.

We're looking at holding a public viewing, with the League of Women Voters, of "Suppression: The Fight to Vote" which documents events during the last election in Georgia. I've yet to get a confirmation of participation from the League. Share to plate collections to date: 4108.83!

V.P. Religious Growth: Submitted by Emily Sartain

The Youth RE Committee is still working on making the split for the Saplings (grades 4-8) class a reality. The main problem has been recruiting an extra adult, but that looks promising for October. I hope to have some indication next month of how that is going and whether or not it serves to meet the needs of the large age group as hoped. A part of the rotating schedule for the Trees (grades 9-12) class is asking a member of the board to be a teacher in the class approximately once a month. The goal is to expose teens to the various things going on within the church, as their next step is being adult members. Iris or a member of the RE committee may reach out you at some point to recruit you for one of these Sundays. The "Neighboring Faiths" curriculum originally planned for the Trees class this year has been tabled for now, due to inconsistent attendance in the class making it difficult to schedule an orientation for teens and families and due to the need for more time to fully develop a policy for off-site activities. Even though the youth transportation policy has been finalized, there is likely a need for more discussion of other policies related to youth participation in church sponsored activities away from the church property. Iris is currently working on a permission slip, since one is required by the existing youth transportation policy. She is looking at permission slips used by other congregations and will draft one for UUCC.

The return of Sunday morning forum has had a very strong start. John Standridge has coordinated speakers every week since taking on the role of coordinating, and the forum has been well attended.

October 2019 Ministers Board Report

This has been an exciting month! I feel like I am getting the hang of life around UUCC, building relationships and learning names. The Installation last Saturday was an amazing day and a shining example of what shared ministry means at UUCC. The Committee on (Shared) Ministry put together an amazing day! Volunteers rallied and I felt completely embraced and welcomed giving me a sense of belonging I haven't felt in a very long time. Special thanks to all the roles played by board members for the Installation. Several folks who were unable to attend the event still pitched in and helped. One of my favorite moments was bragging about our new basement windows to visiting ministers. It was one of the very best days of my life and it will take a few days to get my head out of the clouds.

Other things to note from this month:

- Andre and I visited Alexian Village and they seem to want me there every month. I am more understanding of their needs now and look forward to our next visit.
- I marched in my first Chattanooga Pride Parade sporting my new stole and "This Pastor Loves You" t-shirt.
- I had my first vacation spent sleeping and recovering from the flu.
- View from the Chancel: From my perspective, the wave of curious visitors continues to increase. We have had some people returning and I am excited to see who shows up for Faith Forward and New Member Sunday, Nov 3.
- I will be going to The Mountain in November for SUUMA a Southern UU ministers retreat that happens in the Spring and Fall. I am excited we will be focusing on the book "How to Preach a Dangerous Sermon" so look out, haha
- Next month I will also be (hopefully) making my first visit to Alabama Death Row in over a year. I am excited and nervous. These experiences make me a better person and minister. The deepest purpose of the visits seem to have is to keep me humble.
- UUCC stickers were purchased for the Installation and we have plenty to hand out.
- My Installation gift for the congregation is complete! I can't wait for you to see it at our meeting (Details to come.)

I am continually amazed at the depth of commitment our members, staff, and friends have for UUCC.

In Partnership

Rev. Mandy Goheen