

UUCC Board of Trustees  
February 18, 2020  
6:15 pm

Attendees: Mandy Cowley, Mandy Goheen, Amanda Schuber, Jon Littlefield, Wendy Sapp, Emily Sartain, Lynna Ruth, Chen Zhang, Roger Davis

Opening Words/Chalice Lighting: read by Amanda Schuber

Check-In

Read Covenant

Consent Items: All items consented

- Minutes
- Treasurer's Report
- Vice President's Report
  - Outreach
  - Religious Education
- Staff Reports
  - Minister
  - Intern Minister of Religious Education
  - Music Director

Decision Items

- Motion to purchase 146 chairs for the sanctuary, 10 of which will have arms, for a total cost of no more than \$7500. (See attached information): Motion by Wendy Sapp, Seconded Lynna Ruth; Passed Unanimously
- Motion to provide an additional \$50 for the Lewis Bird Sanctuary plaque for a total of \$300: Motion by Wendy Sapp, Seconded by Jon Littlefield; Passed Unanimously
- Motion to approve 2 lock-ins by RE in the Spring of 2020: Motion by Emily Sartain, Seconded by Wendy Sapp, Passed Unanimously

Informational Items:

- Andy Foskey agreed to serve as fourth (non-voting) member on the Committee on Shared Ministry

- Review of proposed budget-Lynna Ruth
- Update on Stewardship campaign-Wendy
- Landscaping along Navajo Drive-Dave
- Sound System Update-Jon
- Start Up Retreat--Waiting on date from UUA
- Evaluation of Rev Mandy will be coming up
- Faith Forward will be starting the end of March

Training:

- Chapter 7: Jon Littlefield

Next Meeting: March 17, 2020, 6:15-8:15 pm

- Opening and Closing Words: Lynna Ruth
- Chapter 9: Wendy

Check Out

Closing: Read by Amanda Schuber

**Motion: Purchase 146 chairs for the sanctuary, 10 of which will have arms, for a total cost of no more than \$7500.**

**Background:** Currently, the sanctuary seating consists of 6 different styles of chairs, including 15 chairs with arms. It is challenging to arrange the chairs for the sanctuary to seat 140 people, and most weeks we have about 120-130 seats available. Two weeks in January saw attendance of 133 people. The generally accepted advice is that 20% of seats should be empty to allow for people to feel welcome. If we assume 125 people need seats during service (attendance count includes staff, board reps, babies, etc.) we need 156 chairs to allow for 80/20 seating.

Purchasing interlocking chairs will allow us to more efficiently arrange chairs and increase seating. The proposed chairs without arms, Advantage Charcoal Gray Church Chair <https://www.advantagechurchchairs.com/advantage-charcoal-gray-church-chair-20-5-in-wide-pc-ht-111/> are 20.5 inches in width with 4" of padding. They are tested at 1000 lbs of static weight and come with a lifetime warranty on the frame and 10 year normal use wear on the fabric and padding. They are stackable and are delivered fully assembled. The proposed chairs with arms are the Hercules Series heavy duty gray fabric stack chairs with arms. These are 16.5" wide with 3" of foam padding. [https://www.stackchairs4less.com/XU-60154.html?dwvar\\_XU-60154\\_configColor=Gray%20Fabric&cgid=church-stack-chairs#prefn1=arms&prefv1=Yes&start=4](https://www.stackchairs4less.com/XU-60154.html?dwvar_XU-60154_configColor=Gray%20Fabric&cgid=church-stack-chairs#prefn1=arms&prefv1=Yes&start=4)

For an additional \$2.50 for per chair we can add a book rack underneath and for an additional \$1.95 per chairs we can add a card pocket on the back of each chair. We would have to install the additional pieces. These additions are only available for the chairs without arms.

With the proposed chairs, we can provide seating for 154 people, including 18 chairs with arms. This proposal includes retaining the 8 recently purchased light colored chairs in the alcove.

The removed chairs can be repurposed for use downstairs, and any chairs not needed downstairs can be sold with the proceeds returned to the general fund.

**Funding sources:** An anonymous donor has offered \$3500 towards the purchase of new chairs. The endowment committee has disbursed \$4000 to the church's general fund that is not allocated towards any specific expense. These combined funds are sufficient to cover the cost of the chairs.

**COST BREAKDOWN:**

Chairs without arms

136 chairs x \$34.50 each = \$4692

Shipping = \$519

Tax = \$434 (hopefully this will not be charged)

Chairs with arms

10 chairs x \$49.99 = \$499.90

Shipping \$584.14

TOTAL: \$6729.04 (with shipping and tax)

TOTAL: \$6295.04 (with shipping but no tax)

Book racks would add \$340 to cost

Card pockets would add \$265.20 to cost

**VP of Religious Growth**  
**Emily Sartain**

The youth RE program has several events in the next month that are indicators of the program's strengthening. We will be sending a group of 3rd to 5th graders to the Elementary Con at The Mountain. Amanda is planning 2 lock-ins for grades 6-8 and grades 9-12. Children and youth of all ages are currently planning and rehearsing for the upcoming youth led service, which will take place on Sunday, March 1. The committee will be meeting to review and revise the curriculum currently being used in the Saplings classroom and has a goal of recruiting enough teachers and assistants to allow the class to be split into 2 classes to better meet the needs of our youth.

**VP of Outreach**  
**Jon Littlefield**

Membership: we are taking steps for Bill Derrickson to take over the membership function, there is a meeting scheduled for February 18 to discuss logistics of this.

Social Justice: no update from previous report (last month).

Communication: some movement on transitioning this function/team/committee (?) to Hawkeye and Jacqui. They are not members yet, but have been attending regularly. His focus is overall analysis of websites, including whether it is doing what we want it to do and hers is content.

**Report from the Music Director**

There are only a couple of updates for music this month.

1. Following the most recent quarterly council meeting, a group of eight of us met as the "music committee" to discuss the new "Beloved Cafe" and the needs for musicians as part of this new offering at UUCC. The discussion was a productive voicing of ideas, both as related to Beloved Cafe, and as related to other proposed musical offerings at the church. John Standridge offered to serve as the "Person in Charge" for Roy Zimmerman's upcoming concert in March, and the group agreed that Roy is a great person to have come perform his music for us. We would love to see a lot of attendance at his concert on March 10, because he has very funny and interesting liberal music. Additionally, members of a couple of bands within the church offered the idea of occasionally doing concerts at the church with their band as a donation to the church and a possible way of raising funds for the church. Reverend Mandy, Amanda, and Jennifer agreed that these would be fun possibilities, and suggested that these individuals get with Mandy in the office to schedule a date for those events.
2. I am currently working on creating a spreadsheet database of our choral library. This will include titles, composers, number of copies, and what type of voicing/instrumentation is necessary for each piece. I'm not sure this really affects anyone but me at this point, but it might serve as a good tool for someone who is planning a service to possibly request special music from the choir (as long as they do so with plenty of lead time for us to

rehearse and prepare, of course!). :) This will also give me a good idea of deficiencies we need to fill to continue to effort of having legal copies of all of the wonderful anthems we sing in service.

As always, my continued gratitude goes out to you, the board, for your gracious support of music at UUCC. Thank you for all you do!

- Jennifer Wilson, Music Director

Minister's Report to the Board of Trustees for Month  
Rev Mandy Goheen

2-15-2020

With this report, I will be using the categories in Fulfilling the Call (book in my office if you want to take a peek) that corresponds to the Preliminary Fellowship Evaluation, which will need to be turned in by **July 1 of 2020**. This report will be shared with the Board and Committee on (Shared) Ministry monthly as a tool for evaluation.

**1. Heath of the Congregation** This category is not on the evaluation but will add context to the report.

Loving the Sunday crowd and the building culture of gratitude, passion, and generosity at UUCC. The past month we have had no major disruptions or celebrations. I am feeling like I know almost everyone and almost know what I am doing. My joy has been witnessing leaders' confidence-building and the financial generosity that both open the path to accomplishing our vision. Sorrow and loss came up this month as can be expected in relation to our demographics. We lost long time member Clair Hail and long time friend Pat Whitaker.

**2. Worship and Rites of Passage** *Knows how to prepare holistic, inclusive worship and rituals for life passages; Demonstrates awareness of multicultural and multigenerational approaches to worship; Prepares and delivers engaging sermons, homilies, and reflections; Works collaboratively with professional colleagues and lay worship leaders; Uses arts to create multisensory worship; Integrates theological theory and practice.*

I have spaced my time-off out over the spring to the end of the service. This change has been well received and I feel like the OOS is in a solid place. I am excited to witness the increased leadership and stability of the WOWzers. In the development of a 2nd service, it has been important to strengthen the structure and consistency of our 11am service.

Beloved Cafe: I have met with worship and music leaders at UUCB regarding the start of a 2nd service. I have picked up on a curious but hesitant vibe regarding the service. I created branding (see draft below) and hope to use it for promotion on social media and good old fashioned posters.

- Will kick-off March 8th @1:30
- Heavy recruiting and promotion over the next three weeks
- Clarify the vision of our guest speakers during 2nd service
- Clarify the vision of our music during 2nd service
- Discern how we deal with schedule conflicts like potlucks and Faith Forward



**3. Pastoral Care and Presence** *Can provide pastoral care, recognizing differences between pastoral and therapeutic counseling; Demonstrates healthy personal boundaries and knowledge of professional ethics; Has awareness and skills to respond appropriately to sexuality, mental health, end of life, and relationship concerns; Understands cultural and generational needs in pastoral care.*

I have two regular visitors for pastoral care along with others dropping in. We have had two deaths in our community this month. I attended a memorial party for one and will lead a service in March for the other.

I have attended one of the small group's meetings and had numerous quick conversations. My best time to connect is before and after the service. I have been inspired by Wendy to try and hold still during coffee hour for at least some of the time in hopes of being more approachable.

**4. Spiritual Development for Self and Others** *Models spiritual depth in personal practice; Articulates philosophies and theories of teaching and learning; Models accountable engagement*

*with diverse spiritual traditions and communities; Demonstrates understanding of multi-religious knowledge and practices.*

Like my office routine, I am working on focus and consistency in this area. I meet monthly with a psychologist who is skilled at holding me accountable in the area of self-care. I am scheduling time with more structure by taking fiddle lessons and working with a dog trainer. Both require regular practice and help me with my routine. I continue to wait for a spiritual director to fall in my lap.

**5. Social Justice in the Public Square** *Is engaged with critical justice issues in the local community and in the larger world; Can apply the lens of power and privilege in the areas of antiracism, anti-oppression, and multiculturalism; Understands basics of community organizing and value of broad-based coalitions; Connects the history of UU justice engagement to the present*

Participated in the MLK Day march with a hearty representation of our UUCC community on a cold day. Wrapped up 30 Days of Love: Pay it Forward campaign. The congregation was sent on missions related to climate, animals, community, and loved ones. Wow! So many wonderful stories of connections related to this project. And the creativity and generosity of our friends and members inspire me.

I am working on connecting our youth to a project with Unified Ed. I have invited one of their organizers to speak this summer. Under Amanda's leadership, I have a goal of building a connection between the youth and our Social Justice Committee.

**6. Administration** *Is prepared to manage staff and volunteers; Has a basic understanding of budgets, stewardship, and fundraising (and the theology thereof); Understands role as a minister within a mission-based institution; Articulates understanding of conflict management and obstacles to healthy organizational functioning.*

I recognize the need to have more focused time at UUCC. With holidays, illness, and whether my schedule has become scattered. I spoke to my mentor about office hours and she advised me to have 9 hours a week dedicated to dropping in time, administration and writing. I put a whiteboard on my door where I can post my hours. My plan is as follows:

M 9 - 1 Admin  
T 9 - 2 Office hours  
W Writing Day  
TH 9 - 2 Office hours  
F Off  
S Writing Day  
S 9 - ? Service, meetings, and RE.



For meetings of committees, groups and individuals I will continue using the UUCC calendar.

Attending to some other administrative needs this month by using study leave to focus on UUCC finance, bylaws, and policies. I will meet with key leaders in finance, membership, and policy along with the study of the documents during the leave. Mandy C is my best greatest resource in this endeavor and has organized the materials for me to study.

**7. Serves the Larger Unitarian Universalist Faith** *Collaborates with Unitarian Universalist and interfaith colleagues, including other religious professionals; Articulates historical influence of Christianity on North American culture, including Unitarian Universalism, Engages with Unitarian Universalism at the local, regional, national, and global levels; Articulates knowledge of current initiatives and issues within the faith movement; Demonstrates knowledge of UU history and polity; Contributes to on-going scholarship and support of professional ministry.*

I have been asked to join the UUA's *Journey Toward Wholeness* committee. I will apply and if accepted join the committee at General Assembly this year. "[\*The Journey Toward Wholeness \(JTW\)\*](#) is shaped by the anti-oppression work that is done by Unitarian Universalists in our congregations, districts, denominational structures, and organizations; it is embodied in how we work for justice in the world; and *The Journey Toward Wholeness* is deeply spiritual work."

Still actively pursuing leadership in the UU Woman's Federation. My plan is to use some of my study leave to review the proposed UU Minister's Association bylaws changes to prepare for 2020 Ministry Days.

I will meet with UU leaders about committing to the organizing of a UU Legislative Ministry in TN.

**8. Leads the Faith into the Future** *Experiments with emerging media technology; Articulates a vision for the future, assessing opportunities and challenges for Unitarian Universalism in a changing society; Explores new generational and multicultural expressions of Unitarian Universalism.*

Looking inward to UUCC I have become more in touch with Youth RE in the past month by preparing for Amanda's arrival. My goal, after Amanda settles in, is to further develop the congregations and my own relationship with our youth. The separateness of upstairs and downstairs has to go! I am as guilty of this as anyone and it would be cool to pursue together community building solutions to this divide.

Beloved Cafe will expand worship opportunities for people looking for something that crosses borders of culture and generation. I will be exploring proactive steps to prevent a new divide in our community. Cross over in a coffee hour and keeping Youth RE at 11:15 will be good ways to keep it in check. I have always thought this area of UU needs to have a strong foundation in our own congregations first and outreach comes second. So the questions remain about how to

develop multigenerational relationships at the same pace as growth? And how to create excitement surrounding membership and leadership development? My gut tells me the following stewardship campaign we use the momentum to begin a leadership campaign this summer. Stay tuned!

## **9. Progress on mission and vision**

I will keep this short but I am excited about the connection being built between vision and stewardship. Learning our history has helped me become more anchored in our work toward our vision. Now when planning and dreaming I do both a mission and vision check to stay on track.

## **10. Gratitude -**

Just wondering - how we recognize our major donors and volunteers? Could we create a Helen & Ray Solomen award for excellence in shared ministry? It could be the way the BOT recognizes leaders nominated by the community.

## **Intern Minister - DRE report**

My apologies for the late entry! The primary focus of my work this month has been on organizing, stabilizing and growing RE's presence in the wider church community.

- The youth led service coming up on March 1st is well under way, and the youth seem engaged and excited to participate. We are still uncertain just how many children and youth we will have present, but I'm confident that the service will be wonderful.
- As of Sunday, Feb. 16th, we have 9 people who have signed up to assist or teach in RE. We will continue this push through March 1st. We have scheduled a Teacher Training for March 29th after service.
- With the addition of new teachers and aides, and the continued strong attendance numbers in the RE program. I'm hopeful that we might be able to split the Saplings group by Summer, creating a new 3rd - 5th grade. This would address the developmental and spiritual needs of the age groups in a much more appropriate way.
- We have put two lock-ins on the calendar; 6th - 8th grade Lock in on March 13th and possible 9th - 12th grade lock in on April 17th. This is the date of the Seder and we are trying to encourage the youth to attend the Seder.
- The RE committee will begin reviewing curriculum in March to establish a four year cycle.
- By mid-March the Wowzers and I plan to have the children and youth more active in the first part of the service, by lighting the chalice and any other way we can provide a meaningful presence.
- Over the next several months you will begin to see many aesthetic changes to the RE space, including a monthly rotation of youth art work in the hall. We are encouraging the youth to "own" the classroom space to create a welcoming and engaging environment that they enjoy coming to.