

Monteagle Sunday School Assembly
Minutes of the Board of Trustees

November 18, 2017

The regular meeting of the Board of Trustees of Monteagle Sunday School Assembly was called to order by presiding President Barry Moody in the Pulliam Center on November 18, 2017 at 10:00am

Ann Ewing opened the meeting with a prayer.

Members Present: Ellie Billington, Bill Cox, Ann Ewing, Lisa Hammett, Mary Ellen Lovell, Greg Maloof, Morgan Merrill, Barry Moody, David Pilcher, Frannie Smith, and Katie Trahan

Members attending electronically: Susan Acker, Ron Buffington, Jay Cleveland, Linda Elder, Lanier Frank, Bill Flatley, Hays Haney, Laurie Peacock, and Steve Rixham

Members absent: Judith Humphries, John Sisson, Overton Thompson and Jim Uden

General Manager: Scott Parrish was present

Parliamentarian: Oliver Jervis was present

Approval of Minutes:

A motion was made to approve the minutes as amended to correct the reference to the Burris Ministerial Cottage. The motion passed unanimously.

Reports of Officers, General Manager and Committees:

President's Report: President Moody announced that next meeting is scheduled for February 17th and the meeting after that will be May 19th with a cocktail reception at the Moody cottage on the Friday prior to the meeting.

Finance Report: Steve Rixham reviewed the End of Year Compilation report. David Pilcher raised a question regarding the cash flow statement in relation to the Harton Land Acquisition. Lisa Hammett also raised a clarifying question regarding Special Event revenue.

General Manager's Report: Scott Parrish presented the End of Year Report. The Assembly is in a good position financially. Annual Fund letters were mailed in October. The MAEFC letter should be mailed out by December 8th.

The Town of Monteagle is interested in gifting Sunset Road to the Assembly. Normally there would be a purchase of the land first and then petition for ownership of the road, so this is an unusual set of circumstances. Issues to be considered include maintenance and liability. The Executive Committee is reviewing the proposal. Overton Thompson proposed engaging outside counsel to review the sale agreement. Henry McCord, with a law firm in Tullahoma, is under consideration for the engagement. The Kraft and Chambers families are also involved.

The General Manager and the President will be reviewing Caucus Recommendations and will be making assignments soon. A report will be given in February.

Standing Committee and Committee Reports

Annual Fund Committee: Frank Lanier reported that the Capital Fund dollars were allocated to the Annual Fund last year. This year those will be separated. The Board maintains a 25% participation rate currently. Frank clarified that donations to the Gateway Campaign are different than those to the Annual Fund. Ten percent of the Annual Fund is directed to Outreach. Lisa Hammet posed clarifying questions regarding hardscape improvement allocations and designation of specific gifts.

By-Laws Committee: Hays Haney made a presentation regarding the attendance requirements to remain a Board member in good standing.

Communications Committee: Ann Ewing reported that RFP responses were due to the Committee by December 31st. The Marketing Committee would then review those responses. Ann then clarified that Board approval for the final choice of outside marketing vendor was not required provided the proposal was within the previously Board approved budget. Ann announced that video conferencing was available for use in the Pulliam Center.

Membership Committee: Katie Trahan reported that a First Reading for Celeste Reed was conducted electronically. Celeste Reed was then presented as a Second Reading for Membership. The motion for approved unanimously.

Lease Assignments: David Pilcher made the following motions to approve the following lease transfers:

- (1) The lease for Cottage #89 held by Frances J. Ambrose will be terminated, effective as of November 18, 2017; and
- (2) A ninety-nine year lease for Cottage #89 be issued in favor of Celeste M. Reed (100% undivided interest), effective as of November 18, 2017.

All of the above stated leasehold transfer motions were approved unanimously.

New Business

Katie Trahan announced an outreach opportunity to assist parents in getting Christmas presents to their children in the area called Christmas on the Mountain.

Oliver Jervis confirmed that the Board elects Board members if a replacement is required mid-term.

Mary Ellen Lovell inquired as to the status of improvements at Shady Dell. Bill Cox responded that Lucy Keeble is reviewing the interior needs. The exterior is complete. There will be a full report in February.

The meeting of the Board of Trustees was adjourned at 10:48am. The next meeting of the Board of Trustees will be held on February 17, 2017 at 10:00am in the Pulliam Center.

Respectfully submitted,

Hays Haney
Secretary