

1 **Monteagle Sunday School Assembly**
2 **Minutes of the Board of Trustees**

3
4 July 16, 2016

5
6 The regular meeting of the Board of Trustees of Monteagle Sunday School Assembly was called to order
7 by President Stephanie Smith in the Pulliam Center on July 16, 2016, at 9:00 A.M.

8 C. Hudgins opened the meeting with a prayer.

9 Members present: L. Frank, L. Hammett, C. Hudgins, J. Humphreys, M.E. Lovell, S. Smith, C. Trahan, L.
10 Price, B. Cox, F. Smith, B. Monfore, M. Merrill, A. Williams, B. Watson, A.
11 Worthen, J. Uden, J. Sisson, G. Maloof, H. Haney, B. Moody, S. Rixham, E.
12 Billington and D. Pilcher via remote.

13 Members absent: A, Ewing

14 General Manager: S. Parrish was present

15 Parliamentarian: Oliver Jarvis was present

16 **Approval of Minutes**

17 The minutes of the meeting June 25, 2016, were approved as emailed.

18 **Reports of Officers, General Manager, and Committees**

19 **Officers**

20 *President's Comments*

21 President Smith addressed the following items:

22 The basketball game between the youth staff and the dining hall staff, during the Friday extended pool
23 hours with the Shenanigan's food truck, was a great success. Also noted, the Culinary Guild has been a
24 tremendous success in association with the Women's Association.

25 The youth staff was thanked for their help during the Talent Show, as well as the extra support provided
26 during the first Platform Adventure week, which was a quite a success and well attended.

27 The Chautauqua Trail was a tremendous success including educational, recreational and all around
28 fabulous shared programs for all. Thanks to all involved, especially Pam and Greg Maloof, as well as the
29 Acker and Parrish families.

30
31 *Treasurer's Report*

32 David Pilcher stated there is no report at this time since the June financial report will be compiled early
33 next week.

34
35 *General Manager's Report*

36 S. Parrish reported on the following issues:

37 The first Adventure week, led by Kirke Martin, ignited tons of energy and many opportunities for all. He
38 commended the youth staff for their extra duties this past week. Most all of the events were well
39 attended, as well as the overnight being a tremendous success.

40 Gate tickets, car passes and pet tickets were up in revenue over last year at this time.

41 The Pulliam Center had a 19% overage fee because of many factors. There were many questions asked
42 and discussion ensued over the concern of this overage, as well as, how and why it happened, including
43 the change orders and approval process. S. Parrish stated that construction was not stopped every time
44 there was a change order and that the President, Property Chair, and the interior design committee were
45 aware of the changes. Another factor was that the plan for the building kept changing, all for the better,
46 but change means higher costs. The bid was made on simple drawings; then more extensive drawings
47 were made. Several board members commented that they did recall "discussions concerning changes,"

1 such as the crawl space as opposed to a slab and the fireplace. It was asked if there was room to negotiate
2 the contractor's fees, but there was a consensus that a 20% contractor's fee is not abnormal. The
3 discussion ended with K. Trahan stating that we are all thrilled over our beautiful building, but before we
4 begin on any other project, we should have a good set of drawings, bids, and a realistic concept of the
5 cost.

6
7 **Motion:**

8 S. Rixham moved that the Billington wedding on September 17, 2016, at Warren's Point be allowed to
9 serve a champagne toast. The motion was seconded. Dr. Smith restated the motion and asked for
10 discussion. Hearing none, she called for the vote.

11 **The motion passed** unanimously.

12
13 **Committee Reports**

14 **Standing Committee Reports**

15 *Finance Committee*

16 *David Pilcher, Chair*

17 D. Pilcher reported that the finance committee met July 9th to go over the proposed budget. The health
18 insurance line item will be the largest increase within the unrestricted budget. The restricted budget will
19 have a small increase. L. Hammett asked that the Rountree fund be spelled correctly. Hammett also
20 asked why the University of the South \$200 check, which we receive each year to pay the Sewanee
21 minister an honorarium for the last Sunday service in the season, is not included in the Warren Chapel
22 fund. It was decided that the line item of \$200 be added since it arrives yearly. (Attachment #1)

23 **Motion:**

24 The Finance Committee moves that the board approve the restricted budget, including the \$200 Warren
25 Chapel line item to be sent to the membership for approval at the annual membership meeting. Dr. Smith
26 restated the motion and asked for discussion. Hearing none, she called for the vote.

27 **The motion passed** unanimously.

28 **Motion:**

29 The Finance Committee moves that the board approve the unrestricted budget to be sent to the
30 membership for approval at the annual membership meeting. Dr. Smith restated the motion and asked for
31 discussion. Hearing none, she called for the vote.

32 **The motion passed** unanimously.

33 C. Hudgins asked that S. Parrish present the budget to the town hall meeting today in D. Pilcher's
34 absence.

35 *Property Committee*

36 *Bill Cox, Chair*

37 The Property Committee met July 15th, and is making these recommendations to give to the general
38 manager:

39 Trailers are to be parked appropriately inside and outside the gates.

40 There is a plan to survey the membership concerning the need for an automated gate at the North Gate, as
41 well as information concerning the number of parking spaces available for each cottage owner's property.

42 During Sewanee Family Weekend, all students will be required to have an invitation with their name and
43 cottage number to come into the Assembly.

44 The Garden of Peace location has yet to be decided, but it is on the agenda.

45 Consult and provide a master plan for Warren's Point.

1 Review and decide which roads need special attention.

2 ***Long Range Planning Committee:***

3 *Britton Watson, Chair*

4 B. Watson thanked all who have been involved with LRP and noted there have been three LRP plans in
5 the last 20 years. She is trying to gain knowledge from those who have been involved and has read the
6 former reports. Watson wants to make sure this LRP is implemented, unlike past LRP's. (Attachment #2)

7 ***Nominating Committee***

8 *Anne Monfore, Chair*

9 Monfore thanked President Smith for her service, as well as the nominating committee, B. Cox, M.E.
10 Lovell, H. Haney and M. Merrill. Each of the slate of nominees has been apprised of their duties and
11 responsibilities and has graciously accepted their nomination.

12 The Endowment nominees: Clinton Bailey and Dianne Black Lloyd

13 MSSA At Large members nominees: Susan Acker, Susie Lipscomb and B. Davis

14 The MSSA Executive Committee nominees:

15 Treasurer: Steve Rixham

16 Secretary: Anne Worthen

17 2nd Vice President: Katie Trahan

18 1st Vice President: Bill Cox

19 President: Barry Moody

20

21 **Other Committee Reports**

22 ***Partin Acquisition***

23 S. Parrish reported that the Partin contract received last Wednesday is now being reviewed by the MSSA
24 local and Nashville attorneys. The committee will not bring the recommendation to the board today, but
25 ideally will do so at the July 29th board meeting.

26 ***Outreach Committee***

27 *Katie Trahan, Chair*

28 Trahan submitted an Outreach report. (Attachment #3) The question was asked where does the Outreach
29 funds originate and Trahan answered that a percent of the annual fund goes to Outreach plus the money
30 from Outreach Sunday.

31 **Motion:**

32 The Outreach Committee unanimously moves that the balance of the Outreach Fund at Pinnacle be gifted
33 to the Friends of South Cumberland for the purpose of ranger house upkeep/maintenance. Dr. Smith
34 restated the motion and asked for discussion. Hearing none, she called for the vote.

35 **The motion passed** unanimously

36 ***Chautauqua Trail Task Force***

37 *Greg Maloof, Chairman*

38 Maloof stated what a grand time was had by the 39 members of the Chautauqua Trail and how much they
39 appreciated and admired the new Pulliam Center. He thanked the Ackers, Britton Watson, Frannie Smith,
40 Humphreys, Lane Price, McIntyres, Fesmires, Emily Frith, Oliver Jervis, Stephanie Smith, the Parrishes
41 and the staff for all of their help making this such a successful event. In turn, a round of applause and
42 thanks were given to Pam and Greg Maloof for all their hard work.

43

44 **New Business:**

1 **Leasehold Transfers**

2 Scott Parrish

3 **Cottage #16**

4 **Motion:**

5 K. Trahan moved that the MSSA board approve the lease assignment by which Mary Gibson Van Zandt
6 assigns unto Morgan Van Zandt Merrill a 25-1/3% undivided interest in cottage #16 effective July 16,
7 2016. The leasehold shall be in favor of Morgan Van Zandt Merrill, 100% undivided interest. The motion
8 was seconded. Dr. Smith restated the motion and asked for discussion. Hearing none, she called for the
9 vote.

10 **The motion passed** unanimously

11
12 J. Uden followed up with more information on Adventure week stating that it was very well attended and
13 encouraged all to look at the brochure provided by Kirke Martin. He thanked Kirke Martin for
14 connecting the children and adults with nature and thanked the youth staff for their involvement and
15 looked forward to the picnic on the mall to celebrate the great week. Jim Uden was also thanked for his
16 involvement.

17 Uden gave a brief overview of the document, Ensuring The Future of Trolls, which is intended not to be a
18 blueprint, but a dialogue among the youth committee. Uden shared some concerns over the timeline of
19 the hiring of the youth coordinator position, and asked that no offers be made or contracts extended for
20 the 2017 youth staff prior to the end of this season. He expressed the youth committee's desire to be
21 involved in the selection process of some of the key youth staff positions. (Attachment #4)

22 **Announcements:**

23 Next Board Meeting: July 29, 2016, **4:15 P.M. Pulliam Center**

24 The meeting was adjourned at 10:35 A. M.

25 Respectfully Submitted,

26

27 Ellie Bryan Billington

28 Secretary

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