

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

February 18, 2017

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

President Moody read our Mission statement and Bob Monfore opened the meeting with a prayer.

Members present: Ellie Billington, Bill Cox, Lisa Hammett, Greg Maloof, Bob Monfore, Barry Moody, Lane Price, Steve Rixham, John Sisson, Frannie Smith, Katie Trahan, Anne Worthen

Members attending electronically: Susan Acker, Ann Ewing, Bill Flately, Hayes Haney, Judith Humphreys, Mary Ellen Lovell, Jim Uden, Britton Watson

Members absent: Morgan Merrill, Laurie Peacock, David Pilcher, Anne Williams

General Manager Scott Parrish was present.

Parliamentarian Oliver Jervis was present.

Approval of the minutes

The minutes of the November 19, 2016 meeting were approved as emailed.

Reports of Officers, General Manager and Committees

Officers

Treasurer's Report

Steve Rixham, chair, reported that we are in line with budget needs for the current year (attachment # 1).

We are paying \$5000 a month on the Partin property acquisition. From a cash prospective we are doing OK with funds available from the Annual Fund, cottage sales and the Gateway campaign.

General Manager's Report

The newly refurbished office space was completed in three weeks and one day and 5% under budget! The lights are LED and on motion sensors. It is a great work space for employees as well as being a very welcoming environment for visitors.

Rhonda Atkins has been working on our reservations web-site. When completed it will be updated and much more user friendly.

Standing Committee Reports

The Architectural Review Committee made the following motions:

ARC moves that improvements to Cottage 69, **Green House**, be accepted as presented and drawn. The motion was approved unanimously.

ARC moves that improvements to Cottage 169, **Let It Be**, be accepted as presented and drawn with the caveat that the upper windows on the west elevation match the existing lower windows. The motion was approved unanimously.

ARC moves that improvements to Cottage 100, **Wildwood**, be accepted as presented and drawn with the caveat that the replacement of the front door with a historical door that is consistent with other half-light doors in the Assembly. Otherwise, it was agreed that the existing door be altered to include two separate glass inserts maintaining the architectural character of the door.

The motion was approved unanimously.

ARC moves that improvements to the north elevation of Cottage 107, **Mint Julep**, be accepted as presented and drawn. The motion was approved unanimously.

ARC moves that improvements to the west elevation of Cottage 107, **Mint Julep**, be accepted as presented and drawn. The motion was approved unanimously.

The Property Committee made the following motions:

The Property Committee moves that the BOT approve the footprint changes and proposed improvements for Denson Cottage 169, **Let It Be**. The motion was approved unanimously.

The Property Committee moves that the BOT approve the footprint changes and proposed improvements for Baily Cottage 69, **The Green House**. The motion was approved unanimously.

The Property Committee moves that the BOT approve the following for Monfore Cottage 107, **Mint Julep**: The property line be moved two feet to the west and that a variance be granted to allow construction in the setback. The motion was approved with Bob Monfore abstaining.

The Property Committee moves that \$5000 be appropriated by the BOT from CCF to cover the insurance deductible cost for **First Bridge** repair. The motion was approved unanimously.

The Property Committee moves that \$25,000 be appropriated by the BOT from CCF to paint and repair rotten wood at **Chautauqua House**. The motion was approved unanimously.

The Property Committee moves that \$7000 be appropriated by the BOT from CCF to repaint the maintenance building and replace the roll up door that is in disrepair. The motion was approved unanimously.

The Property Committee moves that \$25,000 be appropriated by the BOT from CCF to purchase a new security vehicle with the cost not to exceed \$25,000. The motion was approved unanimously.

The Property Committee moves that \$25,000 be appropriated by the BOT from CCF to continue to replace and repair perimeter fencing. The motion was approved unanimously.

The Property Committee moves that \$15,000 be appropriated by the BOT from CCF to replace rotten wood and repaint the outside of the south end of the gymnasium and build a handicap ramp at the west end of the gymnasium by the outdoor game court.

A motion was made that the above motion be amended to read: and build a handicap ramp at the west end of the gymnasium by the outdoor and to construct a pathway from the driveway to the ramp. The amendment was approved with Judith Humphreys abstaining. The amended motion was approved with Judith Humphreys abstaining.

The Long Range Planning Committee made the following motions:

LRP moves that the BOT adopt the footprint and recommendations made by the 2016 Assembly Task Force. The motion was approved and passed unanimously.

LRP moves that Goal 2 not be limited to the two strategies outlined in the approved strategic plan that only focus on A. platform appeal and B. outreach to potential visitors, but that it also embrace strategies for all programs, events and activities as stated in the goal. The motion was approved and passed unanimously.

Other Committee Report

The **Swimming Pool Committee** made the following motions:

The MSSA Swimming Pool Committee moves that the Shenanigan's (or alternate vendor) Food Truck be allowed to enter the Assembly grounds for the extended pool hours on Friday, June 23, 2017 and Friday, July 21, 2017 with the stipulation that the vendor pay MSSA 10% of the proceeds to be used to offset the pool expenses. The motion was approved and passed unanimously.

The MSSA Swimming Pool Committee moves that the pool be open weekdays, off season, between Memorial Day and Labor Day, from 1 pm to 3 pm unguarded and swim at your own risk for members and their guests. The weekends would continue to be guarded. Proper signage is mandatory during unguarded hours. The motion was approved and passed unanimously.

The MSSA Swimming Pool Committee moves that the pool be operated unguarded during morning adult water exercise Monday through Friday 8 am until 9:30 am during the Season. Proper signage is mandatory during the unguarded hours. The motion was not approved and failed.

The Cottage Rental Committee made the following motion:

The Cottage Rental Committee moves the Monteagle Sunday School Assembly Housing Office begin accepting credit cards as an option for sub-lease payment and that MSSA charge the appropriate convenience fee to cover the additional credit card charges. The motion was approved and passed unanimously.

New Business

Leasehold Transfers/Assignments

Ellie Billington moved that the MSSA BOT approve the lease assignment by which **Norman H. Blake, III** assigns unto **Norman H. Blake III Investment Services Trust** a 1/3 undivided interest in **Cottage #114** effective **February 24, 2017**. The leasehold shall be in favor of **Barbara B. Baine**, 1/3 undivided interest, **Corinne B. Adrian**, 1/3 undivided interest and **Norman H. Blake, III Investment Services Trust**, 1/3 undivided interest. The motion was seconded and passed unanimously.

Alcohol Motions

Bill Cox moved the MSSA BOT approve serving alcohol in Harton Hall and the Auditorium on Friday, April 7, 2017 and Saturday, April 8, 2017 during Trails and Trilliums. The motion was seconded and passed unanimously.

Bill Cox moved that alcohol be approved for the Embler wedding May 18 & 19 in Harton Hall. The motion was seconded and passed unanimously.

Bill Cox moved that alcohol be approved for the Gruber wedding September 23 in the Auditorium. The motion was seconded and passed unanimously.

Bill Cox moved that alcohol be approved for the Adams wedding on September 29 & 30 in the Gym and Harton Hall. The motion was seconded and passed unanimously.

Lane Price moved that the BOT move into executive session. The motion was seconded and passed unanimously. The Board moved into executive session at 12:10 pm.

The following motion was presented to the BOT from the Executive Committee:

The Executive Committee moves that William Adair be allowed to enter the Assembly grounds, until the start of the Season (June 9, 2017) from 7 am until 4 pm Monday through Friday to work for DeDe Clements, Steve Sorrell and Joe Thompson. The following stipulations are required:

1. William will be subject to drug tests at our discretion beginning with a baseline test.
2. Evidence of insurance covering William's activities while on Assembly grounds must be provided by his employers.
3. A signed contract covering the responsibility for William's supervision while on Assembly grounds must be provided by DeDe Clements, Steve Sorrell and Joe Thompson.
4. A signed contract by William Adair stating he understands and agrees to the above motion.

William's continued entry to Assembly grounds following the close of the Season will be reevaluated at a later date.

John Sisson moved that the Board move out of executive session. The motion was seconded and passed unanimously. The Board moved out of executive session at 12:40 pm.

Announcements

The next Board meeting will be May 20, 2017 at 10:00 am in the Pulliam Center.

The meeting was adjourned at 12:45 pm.

Respectfully Submitted,
Anne Worthen
Secretary