

# **MCC Knoxville Congregational Meeting**

## **May 4, 2025**

### Guidelines for Meetings

1. We are to be open to the winds of the Spirit of God. We will spend time listening for God's Word.
2. Every person is a valuable asset. Everyone has something to offer. Position and longevity do not give a person more rights.
3. The process needs our sharing in honesty, openness, and respect.
  - A. "I" messages should be used whenever possible.
  - B. We need to seek clarity before debate.
  - C. Care should be taken to not use loaded words.
  - D. While sharing is important, no one should feel they can monopolize. The less we use our tongues the less chance of offending.
4. We need to be listeners.
  - A. Always attempt to restate what you hear, so that it can be clarified.
  - B. Calm your inner voices to hear instead of trying to form a response.

Board: Rev. Colleen Darraugh, Steve D., Donna K., Doug K., Sharon U., Cassi W., and Linda Y.

## **Agenda**

Member check-in and determination of quorum (20% of Membership)

Opening prayer

Amend/Approve Agenda

Approval of Congregational Meeting minutes of November 17, 2024

Election of Three Board Members (2-year terms ending Spring 2027)

Board seats currently held by Steve D., Donna K, and Cassi W.

Treasurer's Report

Local Bylaw Amendment to Article V – Congregational Meetings

- Item B – Notification: Updating to current practice. Removing the requirement that notices be in writing and sent by postal mail.

Local Bylaw Amendment to Article VI – Local Administrative Body

- Item B – Responsibilities: Replacing the outdated terminology and simplifying.
- Item K – Limitation of Liability: Correcting grammar

Reception of Reports as a Group

- Pastor's Report
- Board of Directors Report
- Lay Delegate Report
- Food Pantry Report

Motions of Appreciation

Closing Prayer

## **Minutes of MCC Knoxville Congregational Meeting November 17, 2024 (Draft 1)**

Board Members Present: Rev. Colleen Darraugh, Steve D., Donna K., Doug K., Sharon U., and Linda Y.

Rev. Colleen Darraugh convened the meeting at 12:45 p.m.

After recording members checked in it was determined a quorum had been met (20% of Membership: 13 is a quorum, 24 voting members were present,).

### **Opening prayer**

### **Amend/Approve Agenda**

Moved: Vicki V.  
Seconded: Ruby L.  
Approved

### **Approval of Congregational Meeting minutes of April 14, 2024**

Moved: Sandy T.  
Seconded: Gina G.  
Approved

### **Treasurer's Report**

Donna summarized her report posted online. We are on budget, but need additional giving to remain that way.

Moved: Gary W.  
Seconded: Sharon U.  
Approved

### **Approval of the 2025 Budget**

Donna summarized Budget details contained in her report

Moved: CB M.  
Seconded: Sandy T.  
Approved

Colleen shared Caedmon's resignation letter. He expressed his thanks for the opportunity to serve as Digital Pastor.

### **Local Bylaw Amendment to Article IV – Members and Friends**

Colleen reviewed the sections and summarized the changes. Cathy said she disliked having to sign that she is a member each year. Colleen noted this is part of the opt-in objective, but the issue can be examined for further revision. Donna noted the history of the current requirement. Kent noted that determining quorums is helped by the requirement. Ginny wondered whether anyone looked at the

membership confirmation papers when they came in. Colleen agreed better filing can be done in the office.

#### A. Criteria for Membership

Moved: Linda M.  
Seconded: Gary W.  
Approved

##### 1. Membership List

Moved: Ginny B.  
Seconded: Robert W.  
Approved

##### 2. Membership Review

Moved: Vicki V.  
Seconded: Gary W.  
Approved

##### 2 a. Strike original

Moved: Gina G.  
Seconded: Linda M.  
Approved

##### 2 b. Strike original

Moved: Kathy H.  
Seconded: Ginny B.  
Approved

##### 2 c. Strike original

Moved: Gary W.  
Seconded: Sharon U.  
Approved

##### 2 d. Strike original

Moved: Gina G.  
Seconded: Sandy T.  
Approved

##### 2 e. Strike original

Moved: Sandy T.  
Seconded: Kathy H.  
Approved

##### 2 f. Strike original

Moved: Carrie R.  
Seconded: Linda M.  
Approved

## 2. Membership Covenant Renewal revision

Ginny asked about what was meant by Friend of the Church. Colleen noted that is a category that exists in the denominational bylaws.

Moved: Linda M.  
Seconded: Kathy H.  
Approved

## 3. Strike original, add Proposed

Moved: Sharon U.  
Seconded: CB M.  
Approved

## Addition of Transfer Membership

Moved: Robert W.  
Seconded: Gary W.  
Approved

## B. Friends of the Church revision

Moved: Carrie R.  
Seconded: Gary W.  
Approved

## C. Discipline of Members and Friends revision

Moved: Kathy H.  
Seconded: Cathy H.  
Approved

### 1. Right to Appeal revision

Moved: Ellen C.  
Seconded: CB M.  
Approved

#### a) Appeal Process revision

Moved: Vicki V.  
Seconded: Gary W.  
Approved

#### c) Removal

Moved: Carrie R.  
Seconded: CB M.

Approved

### **Reception of Reports as a Group**

Doug noted the Board had met seven times since the April Congregational Meeting, not eight.

Moved: Beth P.

Seconded: Kathy H.

Approved

### **Motions of Appreciation**

Donna thanked Robert and Linda for their assistance regarding budget and treasurer's reports

Kent moved thanks to Caedmon for his work as Digital Pastor

Seconded: Steve D.

Approved

Carrie thanked the congregation for their support

CB thanked Donna for her work as Treasurer.

Linda thanked Donna for her support in learning the Treasurer's role.

Steve thanked Caedmon for his Digital ministry work.

Motion to Adjourn: Sandy T.

Seconded: Gina G.

Approved

### **Closing Prayer**

# MCC Knoxville Year-End 2024 Treasurer's Report

## As of December 31, 2024

### Notes

#### 1. Undesignated (General Fund) Disbursements & Receipts

- a. Receipts of \$108,043.74 are unfavorable to disbursements of \$109,713.78 by (\$1,670.04).
- b. Receipts of \$108,043.74 are unfavorable to budget of \$112,104 by (\$4,060.26)
  - i. Tithes and Offerings were under budget by (\$4,914)
  - ii. We paid \$5,790.85 for the initial payment on the new chairs.

#### 2. Designated (Non-Budgeted) Receipts & Disbursements.

*Note that this category of funds should be self-sustaining. Disbursements should not exceed each fund's balance on a year-to-date basis without prior Board discussion and approval.*

### 2024 Designated Giving Results

Balance On Hand as of 1/1/2024		2024 Receipts	2024 Spend	Balance On Hand as of 12/31/2024	
Beginning Designated	13,715.21	35,865.16	37,761.37	11,819.00	Ending Designated
Building Fund	0.00	0.00	0.00	0.00	Building Fund
Chair Fund	0.00	7,245.00	11,317.65	(4,072.65)	Chair Fund
Children's Ministry	1,815.45	0.00	0.00	1,815.45	Children's Ministry
Benevolence	7,351.79	10,400.00	9,888.32	7,863.47	Benevolence
Food Pantry	1,098.95	16,009.55	12,265.55	4,842.95	Food Pantry
FC Gift Cards	1,981.04	2,000.00	3,297.25	683.79	FC Gift Cards
Medical Support Fund	1,467.98	210.61	992.60	685.99	Medical Support Fund

### Total Current Balances

<b>Total Current Liquid Assets</b>	<b>78,954.06</b>
<b>Cash on hand</b>	<b>78,270.27</b>
General Fund	(4,296.27)
General Conference	1,000.00
Reserve Fund	66,358.67
6 Months Emergency Reserve	56,052.00
Discretionary Reserve	10,306.67
Designated Cash on hand	11,819.00
<b>Non-monetary Liquid Assets (FC Gift Cards)</b>	<b>683.79</b>

1. *Note that the Reserve Fund has been redistributed into 6 Months Emergency Reserve (equal to 6 months budget @\$9,342) with the balance in Discretionary Reserve.*
2. *\$50,000 of the Emergency Reserve is held in a CD that will mature in July 2025. We will net approximately \$2,500 income at maturity.*

# MCC Knoxville Year-to-Date 2025 Treasurer's Report

As of March 30, 2025

## General Fund Results

### Notes:

#### 1. Undesignated (General Fund) Disbursements & Receipts for the month

- a. YTD receipts of \$35,163.57 are favorable to disbursements of \$23,943.39 by \$11,220.18.
- b. YTD receipts of \$35,163.57 are favorable to budget of \$29,439 by \$5,724.57.
  - i. Several people gave an annual tithe in January. When comparing receipts to budget, we amortize those annual gifts over 12 months. When we make that adjustment, current monthly adjusted receipts are unfavorable to the budget of the first quarter by (\$1,399.43). In other words, we are not quite making budget even though the year-to-date actual totals show we are ahead.

#### 2. Designated (Non-Budgeted) Receipts & Disbursements.

*Note that this category of funds should be self-sustaining. Disbursements should not exceed each fund's balance on a year-to-date basis without prior Board discussion and approval.*

- a. The Chair Fund shows a (\$1,872.65) balance; however, it was paid off by an anonymous donor in April, 2025.
- b. We had an anonymous donation to pay for travel for Pastor Colleen. This will be used exclusively for her travel and does not affect the church budget in any way.

### Year to Date Designated Giving Results

Balance On Hand as of 12/31/2024		2025 Receipts	2025 Spent	Balance On Hand as of 3/31/2025	
Beginning Designated	11,819.00	20,069.21	16,879.32	15,008.89	Ending Designated
Building Fund	0.00	3,000.00	0.00	3,000.00	Building Fund
Chair Fund	(4,072.65)	2,200.00	0.00	(1,872.65)	Chair Fund
Children's Ministry	1,815.45	0.00	0.00	1,815.45	Children's Ministry
Benevolence	7,863.47	500.00	768.50	7,594.97	Benevolence
Food Pantry	4,842.95	3,849.21	6,500.73	2,191.43	Food Pantry
FC Gift Cards	683.79	0.00	367.91	315.88	FC Gift Cards
Medical Support Fund	685.99	300.00	128.00	857.99	Medical Support Fund
Pastor Travel	0.00	10,000.00	8,894.18	1,105.82	Pastor Travel

### Total Current Balances

<b>Total Current Liquid Assets</b>	<b>92,337.89</b>
<b>Cash on hand</b>	<b>92,022.01</b>
General Fund	14,220.00
General Conference	279.76
Reserve Fund	62,062.40
6 Months Emergency Reserve	58,878.00
Discretionary Reserve	3,184.40
Designated Cash on hand	15,008.89
<b>Non-monetary Liquid Assets (FC Gift Cards)</b>	<b>315.88</b>

1. *Note that the Reserve Fund has been redistributed into 6 Months Emergency Reserve (equal to 6 months budget @ \$9,813) with the balance in Discretionary Reserve.*
2. *\$50,000 of the Emergency Reserve is held in a CD that will mature in July 2025. We will net approximately \$2,500 income at maturity.*

## **Proposed Local Bylaw Amendments**

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### **Article V – Congregational Meetings**

#### ***INTENT***

Update to current practice.

#### ***CURRENT LANGUAGE***

**B. Notification** – The Board shall notify members in writing through postal or electronic mail and posting on the web site at least two (2) weeks in advance. It is the responsibility of members to keep their contact information updated.

#### ***PROPOSED LANGUAGE***

**B. Notification** – The Board shall notify members through email, our website, and public announcements at least two (2) weeks in advance. It is the responsibility of members to keep their contact information updated.

### **Article VI – Local Church Administrative Body**

#### ***INTENT***

Update to current terminology. Correct grammar.

#### ***CURRENT LANGUAGE***

**B. Responsibilities** – The Board shall be responsible for providing the church with a set of Bylaws, which are subject to approval by Congregational Meeting and the Elder serving the Network and for submitting the approved Bylaws to the Elder serving the Network. The Board shall also have charge of all matters pertaining to the documents of legal organization and incorporation, church property, risk management, and physical and financial affairs of the church. The Board shall also be responsible for collecting and disbursing funds, keeping adequate church records, and making timely reports to the Congregation and UFMCC.

#### ***PROPOSED LANGUAGE***

**B. Responsibilities** – The Board shall be responsible for providing the church with a set of Bylaws, which are subject to approval by the Congregational and the Denomination. The Board shall also have charge of all matters pertaining to the documents of legal organization and incorporation, church property, risk management, and physical and financial affairs of the church. The Board shall also be responsible for collecting and disbursing funds, keeping adequate church records, and making timely reports to the Congregation and UFMCC.



## Proposed Local Bylaw Amendments

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### ***CURRENT LANGUAGE***

**K. Limitation of Liability** – ... No director or officer of the Church shall be liable for any loss arising from any fault in any security in which the Church might invest, or from bankruptcy, insolvency, or wrongful act by any person to **who** the Church might entrust any of its property.

...

### ***PROPOSED LANGUAGE***

**K. Limitation of Liability** – ... No director or officer of the Church shall be liable for any loss arising from any fault in any security in which the Church might invest, or from bankruptcy, insolvency, or wrongful act by any person to **whom** the Church might entrust any of its property. ...

## **Pastor's Report – Spring Congregational Meeting 2025**

### **Rev. Colleen Darraugh**

It continues to be my honor and privilege to serve as your Pastor! May God continue to watch over us all and guide our steps as we seek to serve God and the Work of Love in our corner of the world.

Since our last Congregational Meeting, we received our new chairs and have fully paid for them. Recently, we received an anonymous donation that paid off the last \$1800! Thank you. Thus, our new chairs did not come out of our General Budget.

Our average Worship attendance has increased over this period of time. Easter Sunday and Good Friday had the highest attendance since I have been your Pastor. We have received new members and another five people who have expressed interest in joining the church.

New ministries continue to emerge. We have added Brave Space, a peer support group for survivors of sexual, physical, and/or emotional abuse. We have added Lunch 'n Learn. It began with a series of Bible Basics during Lent. It will now continue with a study in the Gospel of John. We swapped our Book Club for Movies and Spirituality and have been following the recommendations of the book, "A Whole Life in Twelve Movies." We have hosted two successful concerts with Shelly Torres-West and Bobby Jo Valentine. We had a good group attend our first house meeting with Justice Knox, and nine people represented MCC at Justice Knox's Nehemiah Action. Rev. Bodhi and I attended a "Day on the Hill" in Nashville with Pride Interfaith Knox and the Tennessee Equality Project. We have provided you with information on queer oppressive bills from the Tennessee Legislature and Executive Orders. We have equipped you with how to contact your elected officials to oppose these oppressive actions.

We said goodbye to Rev. Caedmon Grace, however, our Digital Ministry has continued. Rev. Bodhi began to assist me with online interactions during worship and then more recently Rev. Marie Alford-Harkey has joined us as a Digital Pastor. Rev. Marie primarily is the worship presence and is also available for pastoral care to our online congregants. Rev. Bodhi is the back-up should Rev. Marie be ill or need a Sunday off. I continue to do the video edits and social media posts that were once done by Rev. Caedmon.

On Easter Sunday, we welcomed Rev. Bodhi Kahlil as volunteer Associate Pastor of Pastoral Care. We will be paying Rev. Bodhi a gas allowance which is non-taxable. Rev. Bodhi will be helping with home visits, hospital visits, and is available for pastoral care appointments.

Our relationship with our sister church, Hope and Unity MCC, in Johannesburg continues. I meet monthly with their pastors and have led one workshop for them. It was early morning for me but after lunch for them! I am working on several recorded video classes that will be available for their use in training new clergy and members and will also be available to our members. Speaking of video, on-demand training, I am also working on recording a version of our Bible Basics class to put online. I have already recorded two sessions.

In addition to my MCC Knoxville commitments, I have continued to serve with Pride Interfaith Knox as one of the four co-chairs, A Place at the Table Board, Faith Communities Today (FACT) Steering Committee and Research Committee, and the Sing for the Cure 25<sup>th</sup> Anniversary Executive Committee.

I am pleased to say that I have completed all of my coursework for my Doctorate. That means I am now considered D.Min. a.b.d. which means Doctor of Ministry, all but dissertation. My field research for my dissertation has begun. I anticipate having the bulk of my field research completed by October. Although my course work is completed, next year will involve writing the various chapters of the actual dissertation and analyzing my field research results. The last three years have gone by quickly and my doctorate is within reach! I have also been invited to be a Digital Ministry Senior Fellow with Convergence CoLab. This will further aid my dissertation work.

During this interval until our next Congregational Meeting, I will be taking some much needed vacation time as well as travel to MCC's General Conference in Arizona. I will also have a few days in Atlanta (during the week) with the Digital Ministry Senior Fellows.

Let me express my gratitude to our Board of Directors. They have done an excellent job and are very supportive of me and each other. I am grateful for all of our worship volunteers and especially our AV Team! Thank you to Lois and her team for adding beauty and meaning to our worship space. Thank you to those who feed the hungry through our Food Pantry and APATT. Thank you to every volunteer of our church. Our church is doing so much ministry and is warm and welcoming because of each of you. Thank you.

**BOARD OF DIRECTORS REPORT**  
**Congregational Meeting**  
**May 4, 2025**

***The Board of Directors works on behalf of the congregation as steward and administrator of the church's funds. The Board also supports both short and long term church plans and activities. Since the last Congregational Meeting on November 17, 2024, the Board has:***

- \* Met four times virtually via Zoom (there was no December meeting). Other business was handled by email.
- \* Monitored income and expenses to ensure that the mission of the church continues. We are thankful for the generosity of our members and friends that has allowed us to continue to pay all our bills on time.
- \* Reviewed the Church's insurance policy.
- \* Worked with Pastor Colleen in development of a Safety Plan.
- \* Supported Pastor Colleen in arranging the Bobby Jo Valentine concert, which was a success.
- \* Supported Donna B. and the Rainbow Library's efforts to enable the church's LGBTQ book collection to be identified, categorized, cataloged and shelved.
- \* Reviewed Bylaws and made changes to present for approval at the May Congregational meeting.
- \* Under Steve's guidance the AV Ministry continues to receive improvements. He provides oversight for equipment upgrades and Internet service changes, including network cabling and improved networking. Steve has been assisted by Sharon, Shelly, Vicki, Richie, and Sandy in delivering Sunday AV worship coverage onsite and on Zoom and Facebook.
- \* Advised on purchases of new chairs for the sanctuary
- \* Ensured that the primary functions of the office remain covered with volunteers. We thank Robert for the hours he spends in the office each week. We also thank C.B., who remotely keeps up with office voicemail messages during the week.
- \* Your Board worked closely with Pastor Colleen, Treasurer Donna, and Linda on the budget development process.
- \* Sharon has been overseeing church facilities and making recommendations for repairs and improvements. She has been assisted greatly by Artha, Linda, and Joyce for which the Board is very thankful.
- \* We also thank Gina and Sharon for hosting our monthly Friday Game nights.

## **April 2025 LAY DELEGATE REPORT.....**

Hello Church! There is a lot going on at our global MCC this year. We choose a new moderator at an important business meeting June 7<sup>th</sup> virtually and I attend the general conference July 3-6 in Scottsdale, Arizona thanks to our generous church!

The nominating committee has selected two candidates for UFMCC moderator. Rev. Craig Cranston, Fort Myers, Florida, USA, and Rev. Cecilia Eggleston, Bristol, England. I will be presenting the candidates to the congregation at our forum on April 27. I have been preparing for the business meeting by attending discussion circles and workshops. I will be attending a business meeting workshop on Friday, April 25<sup>th</sup>. I will also attend an online seminar to meet the moderator candidates on April 29<sup>th</sup>. Then there will be a business meeting forum on May 31<sup>st</sup> prior to the June 7<sup>th</sup> business meeting. We will then vote after the meeting virtually. I will be keeping you informed in person and on the Word as things progress. I encourage you to sign up for Connect at [ufmc.org](http://ufmc.org). Connect is a bi-monthly newsletter that shares the workings of our global MCC.

Yours in Christ, Carrie Roller

## Food Pantry Report

Congregational Meeting May 2025

Submitted by C.B. Morrison

The demand for food continues to grow as food prices increase. For the last 6 months we have given food to 471 households that include 532 adults, 220 seniors and 207 children for a total of 959 people. That is an average of 78.5 households per month which is an increase of 32% from the previous 6 months. At the current rate we are supplying food to our neighbors, it is costing \$1900 per month. The pantry fund has a current balance of \$1395 and there is \$138 left on the Food City corporate card. The food we give out is only for a few days and a household can only receive food monthly. We have also supplied food to several group homes in Knoxville.

In November we received the yearly distribution of FEMA food from Community Action Committee. This food lasted about 6 weeks. We also were given \$2000.00 from Food City added to our corporate card through their Race for Hunger Program. Since the FEMA food is depleted and there is only \$138 left on the Food City card, going forward we will only be able to meet the demand for food through food and monetary donations. Each month we have to turn people away and ask them to call back next month. We encourage them to seek other resources in Knoxville and put contact information for these food banks in each basket of food.

We are fortunate to be able to purchase food from Second Harvest which has prices much less than grocery stores but even Second Harvest food prices have increased. They sometimes have free items like snacks, drinks, fruit etc. which I order and share both with A Place at The Table and Knox Needs in South Knoxville.

Monthly reports are sent to Second Harvest and quarterly reports are sent to CAC. Cathy, the co-leader of the pantry, does the day-to-day activities with the help of other team members, by making baskets, doing inventory, picking up food from Second Harvest, purchasing needed food from Food City and making most of the deliveries. I extend a special thanks to Cathy for all her hard work and true devotion to this ministry.

Many thanks to the pantry team of Cathy, Joyce, Linda, Sandy and Shelly for all of their hard work and to the congregation for your support.

If you have any questions or comments, please contact C.B.