

## **Thomas Jefferson District Board-Congregations Liaison**

The Thomas Jefferson District Board organizes congregations into geographically-aligned groups to match with Board-appointed liaisons. This document lists the current groupings, assignments, and the board-appointed director. The Board recognizes that congregations will (and should) develop organically and reach beyond these geographic boundaries to facilitate relationships with other congregations (on a one-time or long-term basis). The Board anticipates that for most functions, congregations will develop relationships within these geographic units and with its Board-assigned Liaison. The Liaison Committee will adjust assignments and listings for changes such as new congregations, changes in Board positions, or relocations as necessary.

This document includes the following sections:

- TJD By-Law article related to this document
- The geographic areas with congregations (including emerging congregations)
- Listing of Board-appointed Liaisons (as of July 2007)
- Liaison responsibilities
- Liaison Chair responsibilities
- Listing of volunteers who are working as leaders within geographic areas

### **The By-Laws**

#### ARTICLE XI – Committees

Section 2. There shall be a Liaison Committee, chaired by the Vice-President, which shall consist of: Board members and others appointed by the Board or by the Committee Chairperson. Committee members shall be assigned to designated geographical areas of the District. The basic function of the Committee shall be to facilitate two-way communication between the Board and the member congregations, state conferences, cluster groups, and individuals in the District. Such communications shall include promoting support of the UUA Annual Fund and district dues, encouraging participation in district, sub-district, and denominational programs, and bringing to the Board concerns of member congregations, sub-district groups, and individuals in the District.

## The Geographic Areas

### *East Tennessee Area*

Chattanooga  
Gray (Holston Valley)  
Knoxville (Tenn Valley)  
Knoxville (Westside)  
Memphis (Peter Cooper)  
Murfreesboro  
Nashville  
Oak Ridge  
Tulahoma

### *East Virginia Area*

Glenn Allen  
Kilmarnock (Rappahannock)  
Machipongo (Eastern Shore)<sup>1</sup>  
Newport News  
Norfolk  
Richmond  
Williamsburg  
Charlottesville (TJ)  
Fredericksburg

### *Blue Ridge Area*

Blacksburg, VA

Harrisonburg  
Lynchburg  
Meadowview (Highlands)  
Roanoke  
Roanoke (Blue Ridge)<sup>2</sup>  
Waynesboro

### *Piedmont Area (Triad and Triangle)*

Chapel Hill  
Durham (All Souls)  
Durham (Eno River)  
Greensboro  
Hillsborough  
Raleigh  
Raleigh (Peace)  
North Wilkesboro (Yadkin Valley)<sup>3</sup>  
Winston-Salem

### *Western Carolinas Area*

Asheville  
Boone  
Brevard  
Charlotte (Piedmont)  
Charlotte  
Clemson  
Franklin  
Greenville  
Hendersonville  
Hickory  
Spartanburg  
Black Mountain (Swannanola Valley)  
Tryon (Thermal Belt)

### *Eastern Carolinas Area*

Greenville  
Kitty Hawk (Outer Banks)  
Morehead City (Coastal)  
Myrtle Beach (All Souls Waccamaw)  
New Bern  
Seven Springs (Outlaw's Bridge)  
Wilmington  
Fayetteville<sup>4</sup>  
Clinton (Sampson Valley at Red Hill)  
Rocky Mount<sup>5</sup>  
Florence<sup>6</sup>

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<sup>1</sup> Emerging Congregation

<sup>2</sup> ibid

<sup>3</sup> ibid

<sup>4</sup> ibid

<sup>5</sup> ibid

<sup>6</sup> Emerging Congregation

*South Area*

Aiken  
Augusta  
Beaufort  
Bluffton (Lowcountry)  
Brunswick  
Charleston  
Columbia  
Newberry  
Savannah  
Savannah (Beloved Community)<sup>7</sup>  
Statesboro  
Summerville (All Souls)<sup>8</sup>

**The Liaison Assignments**

- Jim Key, VP – Chair of the Liaison Committee
- Shari Barr, Secretary – Eastern Virginia Area
- Fred Anderson – Eastern Carolinas Area
- Richard Culler – Western Carolinas Area
- Andy Reese – South Area
- Pam Whistler – Blue Ridge Area
- Rev. Alex Richardson – Piedmont Area
- Elandria Williams – East Tennessee Area

**The Liaison Responsibilities**

1. Develop an e-mail distribution list for all Ministers and Board Presidents in their assigned areas
2. Make contact with ministers, presidents, and others as appropriate (Denominational Affairs chairs) at least quarterly to:
  - a. Facilitate two-way communication between the Board and the member congregations and individuals in the District
  - b. Promote support of the UUA Annual Fund and district dues of the TJD Trustee position
  - c. Encourage participation in district, area, cluster, and denominational programs such as General Assembly
3. Promote the notion of congregations being in covenant with other congregations in any configuration they deem appropriate, e.g. geographic proximity, membership size, and historical connections. The Western Carolinas Cluster is an example of a geographic model

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<sup>7</sup> ibid

<sup>8</sup> ibid

and UCONCI (Universalist Convention of North Carolina, Inc.) is an example of a historical model.

4. Generate interest and understanding of the district's vision, strategy, policies, and roles and responsibilities.
5. Reinforce the notion that the primary source of information for congregations is the District Executive and staff.
6. Report any concerns of member congregations, sub-district groups, and individuals to the District Executive and President as soon as known.
7. Copy the DE, President, and Vice President (Liaison Committee Chair) on these communications when appropriate.

### **The Responsibilities of the Chair of the Liaison Committee**

1. Provide support to liaisons to ensure all congregations are contacted on a regular basis.
2. Report to the board at every meeting on the status of the board-congregations liaison program with metrics and actions.
3. Report on the status of the program at the annual meeting with metrics and actions.

### **The Volunteers Working in Liaison Groups**

- Dennis Hands, Greensboro congregation: Piedmont Area
- Adele McLean, Richmond congregation: East Virginia Area
- Linda Pitts, Lowcountry congregation: South Area
- Contact [coordinator@wcluster.org](mailto:coordinator@wcluster.org) for Western Carolinas Cluster