



Unitarian Universalist Fellowship of Gainesville

UUFG Governing Board Meeting Agenda

January 31, 2022 – 6:30 pm to 8:30 pm

1. [6:30 pm] Gathering and Meeting Preparation 10 min
 - a. Welcome, Call to Order, Quorum
 - b. Chalice Lighting and Reading
 - c. Board Covenant: *Inspired by our Unitarian Universalist principles, together we guide our congregation and its mission and vision with transparency, gratitude, and respect.*
 - d. Personal check-in
 - e. Confirm roles (timekeeper, gratitude notes) and any updates
 - f. Assign roles and confirm meeting agenda
2. [6:40 pm] Congregational Input 5 min
3. [6:45 pm] Consent Agenda 10 min
 - a. President's Report (Att. 1)
 - b. Minister & Staff Report (Att. 2)
 - c. Treasurer's Report (Att. 3)
 - d. Minutes of December 27, 2021 Board Meeting (Att. 4)
 - e. Fellowship Council Report (Att. 5)
 - f. Policy for Meeting in Person (Att. 6)

Motion: *To approve the consent agenda*
4. [6:55 pm] Discussion/ Action items, Visioning 30 min
 - a. Discus: *Unlocking the Power of Covenant*, Chapter 4

[7:25 pm] *Management and Facilities* 30 min

 - b. Building usage. Rentals. I forwarded the updated Rental Agreement and Guidance documents to Cam for review (Att. 7)
 - c. Funding for Fire Pit and broken cement by Sanctuary to be funded by existing funds (JAM Construction bids, Att. 8)

Motion: *Vote to approve the funding for cement.*

[7:55 pm] *Visioning* 5 min

 - d. Installation of Minister Ceremony. Marilyn Roberts is lead. Mary Anthony is leading the planning. Planning moving ahead at rapid pace.

[8:05 pm] *Leadership and Governance* 20 min

 - e. Working on a budget with Rose
 - f. Found pianist (Employment agreement, Att. 9)

Motion: *Vote to approve the Employment Agreement for Tané Dekrey.*

 - g. Developing leaders for UUFG –
Reports on all calls made to former Leadership Development Committee
 - h. Very successful Social Justice congregational meeting and vote

continue

5. [8:15 pm] Wrap up 15 min
- a. Emerging Concerns
 - i. How to stay prepared during COVID – get tests for UUFG
 - ii. Liz Stewart is now office volunteer
 - iii. Hate email received in office
 - b. Calendaring and Action Items
 - c. Gratitudes
 - d. Board Process - external observer
 - e. Personal Check-out
 - f. Next meeting February 28, 2022
6. [8:30 pm] Adjournment

PRESIDENT'S REPORT
January 31, 2022
UUFG Board

This month has been busy with personnel issues. We are very happy with our new Choir Director. We are now finalizing hiring a pianist. Music at UUFG will be uplifting.

The Board is interviewing past members of the Leadership Development Committee to determine a way forward to find and train leaders for our church.

The Social Justice congregational meeting was a big success. The ten programs UUFG will support this year will be announced soon.

In faith,
Martha Soles
President
UUFG Board



Unitarian Universalist Fellowship of Gainesville

Membership

Presently, our database shows 156 members and 24 supporting friends.

Last year's membership in January was 158.

December Attendance

Sundays, December 2021 – In December, we continued holding “in person” services with pre-registrations on Eventbrite. Many thanks to Harry Mangle and the Welcome Team crews for compiling in-person attendance numbers. Average “attendance” – including clicks and in-person attendance at Sunday services (i.e., excluding Christmas Eve) – in December was 127. We now have 162 YouTube subscribers.

Date	YouTube	In-Person Attendance	Total
12/5/2021	65	53	118
12/12/2021	63	59	122
12/19/2021	142	52	194
12/24/2022	24	75	99
12/26/2021	45	28	73

Sunday services and Christmas Eve services, December 2020 – Here are the “click numbers” for Facebook & YouTube that we reported last year. Average clicks per service excluding Children's service is 228. We had 90 YouTube subscribers.

Date	Facebook	YouTube	Total
12/6/2020	168	47	215
12/13/2020	158	43	201
12/20/2020	111	93	204
12/24/2020		18	
(Children)	116		134
12/24/2020		54	
Xmas Eve	176		230
12/27/2020	242	49	291

Attendance

12/1/2021	Flight School	H Arata	5
12/1/2021	Holiday Decoration	K Flamand	5
12/2/2021	CUUPS	A Moonoak	6
12/4/2021	Friends of the Courtyard	P Caren	4
12/4/2021	Safety Training	J Dunn	16
12/5/2021	Sunday Service - online		65
12/5/2021	Sunday Service - in person		53
12/5/2021	Coffee Hour		9
12/6/2021	Morning Meditation	P Turner	8
12/6/2021	UU Elders	H Arata	3
12/6/2021	Worship Team	L Stewart	
12/8/2021	Flight School	H Arata	6
12/9/2021	UUFG Men's Lunch Group	T Bullock	6
12/11/2021	Buildings & Grounds Work Morning	M Roberts	
12/12/2021	Sunday Service - online		63
12/12/2021	Sunday Service - in person		59
12/12/2021	Coffee Hour		9
12/12/2021	Hymn Sing		
12/14/2021	Morning Meditation	P Turner	8
12/14/2021	Fellowship Council	D DePuydt	no meeting
12/15/2021	Touchstones Small Group	T Mareci	
12/15/2021	Flight School	H Arata	5
12/16/2021	CUUPS	A Moonoak	6
12/18/2021	Cookie Caper	A Primack	4
12/19/2021	Sunday Service - online		142
12/19/2021	Sunday Service - in person		52
12/19/2021	Coffee Hour		9
12/19/2021	Literati Book Club	L Stewart	
12/19/2021	SOCUUPS Yule Circle	A Moonoak	16
12/21/2021	Morning Meditation	P Turner	8
12/22/2021	Flight School	H Arata	5
12/24/2021	Christmas Eve - online		24
12/24/2021	Christmas Eve Service - in person		75
12/26/2021	Sunday Service - online		24
12/26/2021	Sunday Service - in person		28
12/26/2021	Coffee Hour		
12/27/2021	Governing Board		6
12/28/2021	Morning Meditation	P Turner	8
12/30/2021	Choir Rehearsal	D Nirenberg	6

Rentals

In December, we contracted with a several local organizations to rent our space. These rentals included the Vets for Peace Winter Solstice Concert and the Florida Native Plant Society. However, with the onset of the Omicron COVID variant, the board decided in January to re-enforce our policy limiting face-to-face events.

The board has allowed Helen Kirklin, our violin teacher, to continue to rent one classroom, which she only uses when the temperature is mild and she can open up windows and the door, etc. LifeSouth is also scheduled to hold its rental on Wednesday, February 2, using aggressive COVID precautions. However, we cancelled rentals to the Gainesville Bridge Club, Florida Native Plant Society, Gainesville Handweavers, and Planned Parenthood.

Cam expects to attend the January 31 board meeting to answer any questions about rentals.

Mailings & Communications

With assistance Vic & Martha Harrell, we sent out the December Touchstones journals. Cam sent out anniversary letters to all members who have joined the Fellowship in January and continues to create the PDF agendas and attachments for the board that we email to the congregation. Cam creates weekly Gazettes and Chalice Connections as well as other MailChimp campaigns to advertise Fellowship-related events.

We mailed directories to members who had not picked up their copies at service.

The new website is coming, and Cam anticipates playing a role in keeping it up-to-date with current events.

Cam worked with Mary Bahr to help her use one of our Zoom accounts to host social justice meetings.

Finance

Reconciled bank accounts, paid bills, etc.

Congregational Meeting

Cam assisted with formatting and distributing the packet for our congregational meeting on social justice issues. This task included creating online versions of the packet and the absentee ballots, which we used to help tabulate the final votes.

Cam assisted administratively with the congregational meeting by helping track attendance with Harry Mangle to help achieve quorum, and to answer questions about voting online, etc. Heather supplied tech support for the meeting.

Safety Committee

Our Safety Committee did not meet in December, but we did in January via Zoom with Rev. Christe. Among other issues, we discussed ongoing safety concerns following the hostage situation in Colleyville, TX. Jeff Dunn has scheduled a February 16 meeting with City of Gainesville Police Department's Public Crime Prevention Coordinator to discuss how best to prepare for and manage civil disturbances.

Religious Education

We completed (OWL) Flight School for Adults right before Christmas with 2 in person meetings. Interest in online classes has dropped as the pandemic drags on. Though it is more convenient for many to join via zoom, the desire for in-person connection and zoom fatigue are real. Heather is still supporting several small groups in continuing their zoom meetings.

Choir

The choir is now under the direction of Derek Nirenberg. We are taking time to get back in shape vocally. The choir will be supporting services with hymns and anthems throughout the spring with Easter Sunday being a choir Sunday.

Certification

We are collecting data necessary for our annual certification with UUA.

Facilities

Bowen Landscape installed our six new metal benches in the courtyard.

We have not yet moved forward with repairing damaged concrete in the front walkway.

Office Help

We are looking to build a regular volunteer office team.

Liz Stewart has begun volunteering time in the office to assist with a variety of tasks.

Possible tasks suitable for volunteer assistance include:

Touchstone Journal – printing, envelope stuffing, mailing

Anniversary and other letters – printing, mailing, etc.

Facebook – updating events and analyzing video responses. Assess value of promoting online services or other events.

Rental assistance – meeting with vendors on weekends, checking on the Fellowship.

Updating our website with the latest events.

Zoom hosting

Message from the Minister

Beloveds

It has been clear that there is a desire to be together in person and yet the hesitation to attend indoor events verses outdoor events shows the weighing of personal risk is still dramatic and unfamiliar. We choose to take risks everyday as part of our daily needs and yet COVID has become overwhelming. Not without reason mind you but it has left many of us with decision fatigue and debilitating overwhelm into how we can be together in community.

Of course, just as we thought we were safe to return in larger numbers this new variant sent us back to our homes to attend functions online. And it does appear that as quickly as this variant came it will leave, so it won't be long before we can jump back in. Also the drop in temperatures has held up outside services and meetings but I expect this too will be short lived.

I was hearted by the outpouring of help when we did our first regular Sunday outdoor worship service and hope that as soon as the temperatures warm up a bit, we will be able to come back to more outdoor services for the spring. That is what is being planned anyway. We are planning several special events for this spring – many of you have volunteered to lead social outing for the community and I would love to see more of these.

There has also been a wonderful group of folx coordinated through Marilyn Roberts to help in all things needed for the Installation of the Minister service scheduled for April 24th. This event had been postponed due to COVID and the time now feels right to follow through with it. This service is as much for the congregation as it is the minister. It is scheduled to be outside so all can attend. We need a good party – a celebration of this community's resilience and commitment. That is exactly what we are planning this event to be. So set out all the good energy for a beautiful Florida weekend with no rain.

In addition, part of the hope that sustains me is in knowing that our choir has a new director and that their participation in service is finding its way through to a new "normal."

It is time to reflect and renew your personal boundaries of what feels safe? What are you willing to do and what is just too much?

I would hope you all registered for the governments COVID tests. We have a few at the Fellowship if you find yourself needing to test and there are none available.

There are also things that our new zoom familiarity makes possible. There are many learning opportunities sponsored by the UUA, our Southern Region (or any region for that matter), the Side with Love campaign and others. We always try to put these opportunities in the Gazette but we never hear if anyone is attending or would attend if the barrier of fees were lifted. For those of you that might like to attend more of these events please reach out to the office and myself and we will help in getting you connected.

I hope to see each of you soon.
In Faith
Rev. Christe

Unitarian Universalist Fellowship - Gainesville FL									
Treasurer's Report as of December 2021 for General Fund									
Wednesday, January 12, 2022									
Account #	Account Name	Period Activity December	Monthly Budget	YTD Balance	Budget YTD	Over/Under YTD	Annual Budget	Annual Budget Remaining	
Income									
Income to General Fund									
Sustaining Gifts-Members & Friends									
4.100.030	Current Years Pledges	15,031.75	23,000.00	105,916.85	138,000.00	(32,083.15)	276,000.00	170,083.15	
4.100.050	Sunday Collect/Unidentified G	877.00	1,250.00	4,971.93	5,000.00	(28.07)	12,500.00	7,528.07	
	Total Sustaining Gifts-Members & Friends	\$15,908.75	\$24,250.00	\$110,888.78	\$143,000.00	(\$32,111.22)	\$288,500.00	\$177,611.22	
Miscellaneous Income									
4.100.210	Rental Income	250.00	1,667.00	680.00	1,667.00	(987.00)	11,667.00	10,987.00	
4.100.300	Special Activities-Auction	0.00	0.00	0.00	0.00	0.00	15,000.00	15,000.00	
4.100.330	Interest	2.58	6.00	28.01	36.00	(7.99)	72.00	43.99	
4.100.430	Book Cart Income	0.00	0.00	0.00	333.00	(333.00)	1,000.00	1,000.00	
	Total Miscellaneous Income	\$252.58	\$1,673.00	\$708.01	\$2,036.00	(\$1,327.99)	\$27,739.00	\$27,030.99	
	Total Income to General Fund	\$16,161.33	\$25,923.00	\$111,596.79	\$145,036.00	(\$33,439.21)	\$316,239.00	\$204,642.21	
	Total Income	\$16,161.33	\$25,923.00	\$111,596.79	\$145,036.00	(\$33,439.21)	\$316,239.00	\$204,642.21	
Expense									
Expenses from General Fund									
Programs									
5.100.110	Membership	0.00	67.00	22.38	402.00	(379.62)	800.00	777.62	
5.100.120	UU Leadership	267.81	50.00	440.61*	300.00	140.61	600.00	159.39	
5.100.130	Social Justice	100.00	108.00	654.29*	648.00	6.29	1,300.00	645.71	
5.100.140	RELATE	0.00	25.00	0.00	150.00	(150.00)	300.00	300.00	
5.100.150	CUUPS	0.00	0.00	0.00	250.00	(250.00)	250.00	250.00	
5.100.240	RE Program Activities	86.27	250.00	1,071.85	1,500.00	(428.15)	3,000.00	1,928.15	
5.100.280	Hospitality Budgeted	0.00	50.00	7.00	200.00	(193.00)	500.00	493.00	
5.100.310	Worship - Sunday Services	89.30	333.00	806.49	2,248.00	(1,441.51)	4,500.00	3,693.51	
5.100.320	Music Program	101.62	167.00	1,855.24*	1,002.00	853.24	2,000.00	144.76	
5.100.410	Canvass Expenses	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	
5.100.420	Fundraising Expenses	0.00	0.00	0.00	1,300.00	(1,300.00)	1,300.00	1,300.00	
5.100.430	Book Cart Expense	0.00	0.00	0.00	500.00	(500.00)	1,000.00	1,000.00	
	Total Programs	\$645.00	\$1,050.00	\$4,857.86	\$8,500.00	(\$3,642.14)	\$16,550.00	\$11,692.14	
Administration & Operational Support									
5.100.010	Board Discretionary Funds	0.00	25.00	0.00	150.00	(150.00)	300.00	300.00	
5.100.020	Pastoral Care Expense	0.00	17.00	0.00	102.00	(102.00)	200.00	200.00	
5.100.030	Contributions to Reserves	416.67	417.00	2,500.02	2,502.00	(1.98)	5,000.00	2,499.98	
5.100.520	Denominational Dues	1,371.91	1,372.00	8,231.46	8,232.00	(0.54)	16,463.00	8,231.54	
5.100.525	Insurance	1,147.55	1,167.00	7,744.78*	7,002.00	742.78	14,000.00	6,255.22	
5.100.530	Office Expense	206.45	583.00	2,940.86	3,498.00	(557.14)	7,000.00	4,059.14	
5.100.540	Bookkeeper	137.50	208.00	875.00	1,248.00	(373.00)	2,500.00	1,625.00	
5.100.545	Telephone & Internet	480.99	661.00	3,282.03	3,966.00	(683.97)	7,935.00	4,652.97	
5.100.550	Utilities - Electricity & Water	1,557.42	1,333.00	7,144.74	7,998.00	(853.26)	16,000.00	8,855.26	
5.100.560	Waste Disposal	164.42	189.00	952.17	1,086.00	(133.83)	2,220.00	1,267.83	
5.100.570	Custodial Service	770.00	770.00	4,620.00	4,620.00	0.00	9,240.00	4,620.00	
5.100.572	Custodial Supplies	0.00	63.00	115.06	378.00	(262.94)	750.00	634.94	
5.100.575	Facilities Maintenance	1,325.88	833.00	6,589.39*	4,998.00	1,591.39	10,000.00	3,410.61	
5.100.580	Backflow and Fire Suppression	443.75	30.00	2,393.62*	930.00	1,463.62	3,409.00	1,015.38	
5.100.583	Security & Safety	0.00	125.00	384.60	750.00	(365.40)	1,504.00	1,119.40	
5.100.585	Pest Control	0.00	75.00	400.00	850.00	(450.00)	1,300.00	900.00	
5.100.595	VANCO and Bank Fees	165.11	140.00	782.48	840.00	(57.52)	1,680.00	897.52	
	Total Administration & Operational Support	\$8,187.65	\$8,008.00	\$48,956.21	\$49,150.00	(\$193.79)	\$99,501.00	\$50,544.79	
Compensation & Related Expenses									
5.100.610	Ministers Salary	1,539.33	1,539.00	9,235.98*	9,234.00	1.98	18,472.00	9,236.02	
5.100.620	Ministers Housing Allowance	4,000.00	4,000.00	24,000.00	24,000.00	0.00	48,000.00	24,000.00	
5.100.630	Ministers, In Lieu of Self Employment Tax	423.76	424.00	2,542.56	2,544.00	(1.44)	5,088.00	2,545.44	

Unitarian Universalist Fellowship - Gainesville FL									
Treasurer's Report as of December 2021 for General Fund									
Wednesday, January 12, 2022									
Account #	Account Name	Period Activity December	Monthly Budget	YTD Balance	Budget YTD	Over/Under YTD	Annual Budget	Annual Budget Remaining	
5.100.640	Ministers Pension Fund	553.93	554.00	3,323.58	3,324.00	(0.42)	6,648.00	3,324.42	
5.100.650	Ministers Health Insurance	174.63	811.00	1,612.23	4,866.00	(3,253.77)	9,730.00	8,117.77	
5.100.670	Ministers Professional Expenses	691.95	554.00	3,736.29*	3,324.00	412.29	6,648.00	2,911.71	
5.100.680	Contributions to Ministers Sabbatical Fund	575.00	575.00	3,450.00	3,450.00	0.00	6,900.00	3,450.00	
5.100.710	Congregational Administrator Salary	3,505.60	3,038.00	18,974.76*	18,228.00	746.76	36,458.00	17,483.24	
5.100.712	Congregational Administrator-Professional Expenses	0.00	304.00	100.00	1,824.00	(1,724.00)	3,648.00	3,548.00	
5.100.720	Choir Director Salary	0.00	1,200.00	0.00	4,800.00	(4,800.00)	12,000.00	12,000.00	
5.100.722	Music Director's Professional Expenses	0.00	120.00	0.00	480.00	(480.00)	1,200.00	1,200.00	
5.100.725	Pianist/Accompanist	742.70	920.00	5,227.70	5,520.00	(292.30)	11,034.00	5,806.30	
5.100.728	Audiovisual Technician	577.50	455.00	2,876.25*	2,730.00	146.25	5,460.00	2,583.75	
5.100.731	Director of RE Salary	1,896.00	1,642.00	10,311.80*	9,852.00	459.80	19,706.00	9,394.20	
5.100.732	Director of Religious Education-Professional Exp.	0.00	164.00	0.00	984.00	(984.00)	1,968.00	1,968.00	
5.100.740	Child Care	139.23	368.00	304.99	1,472.00	(1,167.01)	3,680.00	3,375.01	
5.100.820	Staff Pensions	468.13	455.00	2,808.78*	2,730.00	78.78	5,462.00	2,653.22	
5.100.910	Payroll Tax Expenses	524.87	500.00	2,881.41	2,960.00	(78.59)	5,960.00	3,078.59	
Total Compensation & Related Expenses		\$15,812.63	\$17,623.00	\$91,386.33	\$102,322.00	(\$10,935.67)	\$208,062.00	\$116,675.67	
Total Expenses from General Fund		\$24,645.28	\$26,681.00	\$145,200.40	\$159,972.00	(\$14,771.60)	\$324,113.00	\$178,912.60	
Total Expense		\$24,645.28	\$26,681.00	\$145,200.40	\$159,972.00	(\$14,771.60)	\$324,113.00	\$178,912.60	
Difference		(\$8,483.95)	(\$758.00)	(\$33,603.61)	(\$14,936.00)	(\$7,874.00)			
* = Income/Expense exceeds amount budgeted to date									

					Unitarian Universalist Fellowship - Gainesville FL			
					Budget Variance Report			
					December 2021			
Account #	Account Name							
Income								
Income to General Fund								
Sustaining Gifts-Members & Friends								
4.100.030	Current Years Pledges				YTD Pledges are significantly less than budgeted.			
4.100.050	Sunday Collect/Unidentified G							
	Total Sustaining Gifts-Members & Friends							
Miscellaneous Income								
4.100.210	Rental Income							
4.100.300	Special Activities-Auction							
4.100.330	Interest							
	Total Miscellaneous Income							
	Total Income to General Fund							
	Total Income							
Expense								
Expenses from General Fund								
Programs								
5.100.110	Membership							
5.100.120	UU Leadership				Over budget, primarily due to purchas of the Power of Covenant books.			
5.100.130	Social Justice							
5.100.240	RE Program Activities							
5.100.270	Background Checks							
5.100.280	Hospitality Budgeted							
5.100.310	Sunday Services							
5.100.320	Music Program				In September, a prospective Music Director held a weekend program with the Choir and Pianist. Expenses incurred in Nov- interviewing choir director			
5.100.410	Canvass Expenses							
5.100.420	Fundraising Expenses							
	Total Programs							
Administration & Operational Support								
5.100.010	Board Discretionary Funds							
5.100.020	Pastoral Care Expense							
5.100.030	Contributions to Reserves							
5.100.520	Denominational Dues							
5.100.525	Insurance				Cost is higher than projected.			
5.100.530	Office Expense							
5.100.540	Bookkeeper							
5.100.542	Audiovisual Contractor							
5.100.545	Telephone & Internet							
5.100.550	Utilities - Electricity							
5.100.560	Waste Disposal							
5.100.570	Custodial Service							
5.100.572	Custodial Supplies							
5.100.575	Facilities Maintenance				Over budget as shed was re-wired & carpet in the fellowship hall was cleaned and LED lights and sensor installed. Also, broken amp was replaced in Sept. in addition to regular mainenance. Nov - thermostat replaced in sanctuary and shelving installed in common room. Shelves installed in Common Room, outlets installed in Sound Room & light sensors installed in breezeway.			
5.100.580	Backflow and Fire Suppression				Over budget as there was a leak repaired over the Window Room & a waterline installed, in addition to regular maintenance. Also, false alarm charge\$174 in Dec. Additional work will be necessary - trying to hold off until next fiscal year.			

[illegible]

Unitarian Universalist Fellowship - Gainesville FL						
Consolidated Fund Activity Report for December 2021						
Wednesday, January 12, 2022						
Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.100.100	General Fund Balance	55,821.34	16,161.33	24,645.28	0.00	47,337.39
3.100.301	Ministers Discretionary Pass Through Fund	2,120.60	2,122.45	0.00	0.00	4,243.05
	Balance					
3.100.321	Minister's Sabbatical Fund Balance	16,707.58	0.00	0.00	575.00	17,282.58
3.202.100	Music Support Fund	1,777.28	0.00	0.00	0.00	1,777.28
3.203.110	Memory Garden Fund	2,042.11	0.00	95.00	0.00	1,947.11
3.203.120	Courtyard Fund Balance	5,421.86	2,500.00	67.34	0.00	7,854.52
3.204.110	Book Cart Fund	10.00	0.00	0.00	0.00	10.00
3.206.100	<i>Foundation Grants</i>					
3.206.130	Front Sign Repair Fund (Grant) Balance	533.06	0.00	0.00	0.00	533.06
3.206.131	Office Furniture Replacement Fund (Grant) Balance	28.01	0.00	0.00	0.00	28.01
3.206.133	Fire Circle Renovation Fund Balance	755.00	0.00	0.00	0.00	755.00
3.206.140	UU Leadership Fund - Balance	409.47	0.00	0.00	0.00	409.47
3.206.141	OWL Fund (Grant) Balance	2,000.00	0.00	0.00	0.00	2,000.00
3.206.186	Security (grant) Balance	2,262.17	0.00	0.00	0.00	2,262.17
3.206.211	Labyrinth Repair (grant) Balance	2,500.00	0.00	0.00	0.00	2,500.00
3.210.100	<i>CYREC</i>					
3.210.110	RE Fund Balance	2,381.13	0.00	0.00	0.00	2,381.13
3.210.120	Youth Support Fund Balance	1,763.09	0.00	0.00	0.00	1,763.09
3.216.100	<i>Social Justice Fund</i>					
3.216.110	Social Justice Unallocated Funds	1,895.93	305.00	0.00	0.00	2,200.93
3.216.150	Pineridge Fund	1,101.98	0.00	0.00	0.00	1,101.98
3.216.160	Share The Plate Balance	847.45	110.00	0.00	0.00	957.45
3.400.100	<i>Future Funding & Capital Reserve Accounts</i>					
	Balance					
3.404.110	Res. Fd for Large Scale Maintenance-Balance	57,621.88	0.00	0.00	416.67	58,038.55
3.500.100	Land & Building Fund	1,105,900.00	0.00	0.00	0.00	1,105,900.00
3.500.150	Furnishings & Equipment Fund	62,670.00	0.00	0.00	0.00	62,670.00
3.500.200	UUFG Foundation Balance	523,991.68	0.00	16,397.93	0.00	507,593.75
3.500.250	Ministers Discretionary Fund Bank Account	5,097.83	2,039.60	0.00	0.00	7,137.43
	Balance					
	Total	\$1,855,659.45	\$23,238.38	\$41,205.55	\$991.67	\$1,838,683.95

Unitarian Universalist Fellowship - Gainesville FL
Consolidated Fund Narative Report
December 2021

Account #			Account Name	Name	Source	Purpose/Variance
3.100.100			General Fund Balance			Beginning Bal is last month's ending balance. Receipts are the total income for the month. Disbursements are the total expenses for the month. End Balance equals the beginning balance, plus income minus expenses.
3.100.301			Ministers Discretionary Fund Balance	Rev Christe	Donations	This is a pass-thru account. We transfer this money to a separate checking account.
3.100.321			Ministers Sabbatical Fund Balance	Board	General Fund	Reserved for a substitute Minister when our Minister goes on Sabbatical (Yrs 4-7)
3.201.110			Hospitality Fund Balance	Heather McAuslane/Martha Soles		No expenses due to Covid
3.202.100			Music Support Fund	Beverly Sanders/Rev Christe		No expenses due to Covid
3.203.110			Memory Garden Fund	Pete Turner & Tamara Evonne	Donations	For the maintenance of the memory garden.
3.203.120			Courtyard Fund Balance	Pat Caren	Donations	Funds have been raised to purchase benches, in addition to improvements and maintenance to the courtyard.
3.204.110			Book Cart Fund	Paul Hargrave	Sales	This income of \$10 will be reallocated from this fund into the General Fund.
3.206.100			Foundation Grants			
	3.206.130		Front Sign Repair Fund	Marilyn Roberts	Foundation	Refurbish Front Street Sign.
	3.206.131		Office Furniture Replacement	Cam Pierce	Foundation	Replacermnt of Admin office furniture - in progress
	3.206.132		Fellowship Hall Door Fund	Marilyn Roberts	Foundation	Add door to audio/visual room - work in progress
	3.206.133		Fire Circle Renovation Fund	Marilyn Roberts	Foundation	Fire Circle improvements - work in progress
	3.203.134		Video/Projection Package Fund	Rev. Christe	Foundation	This fund has been depleted.
	3.206.140		UU Leadership Fund - Balance	LDC	Foundation	Classes and training.
	3.206.141		OWL Fund (Grant) Balance	Heather Arata	Foundation	OWL training and programs.
	3.206.186		Security Grant Balance	Jeff Dunn & Marilyn Roberts	Foundation	For improvements to the campus as requested by the Safety & Security Committee.
	3.206.211		Labyrinth Repair (grant) Balance	Debra Neill-Mareci	Foundation	For Labyrinth repairs and maintenance
3.210.100			CYREC			
	3.210.110		RE Fund Balance	Heather Arata		To benefit children & youth.

Unitarian Universalist Fellowship - Gainesville FL
Consolidated Fund Narative Report
December 2021

Account #	Account Name	Name	Source	Purpose/Variance
	3.210.120	Youth Support Fund Balance	Janese Nix & Mary Bahr	Fundraisers (pancake breakfasts, CON fees, car washes, etc. To support Youth Group activities and events
3.216.100		<i>Social Justice Fund</i>		
	3.216.110	Social Justice Unallocated Funds	Alice Primack	Directed donations To cover costs not budgeted for external events, membership fees to other organizations, etc.
	3.216.150	Pineridge Fund	Alice Primack	Directed donations To pay for Pineridge expenses exclusively.
	3.216.160	Share The Plate Balance	Alice Primack	Directed Donations These monies are paid out to approved charities.
3.400.100		Future Funding & Capital Reserve Accounts Balance		
3.404.110		Res. Fd for Large Scale Maintenance- Balance	Facilities/Board	Board This account is for large maintenance items, ie: air conditioners; roof replacement; exterior painting; etc. Iminent projects include exterior painting of all buildings, and improvements to air quility especially for choir room and high use-low ceiling rooms ie: common room and fellowship hall.
3.404.140		Sanctuary Sound Improvement Fund Balance	Rev. Christe	Bequest Thjis fund has been depleted. This money will be used to improve the Sanctuary's Audio-Visual System, speakers, microphones, etc. Intended as seed money for major improvements.
3.500.100		Land & Building Fund		This is an old assessment of the value of the land and buildings.
3.500.150		Furnishings & Equipment Fund		This is an old value of furnishings and equipment.
3.500.200		UUFG Foundation Balance		This number is provided by the Foundation/ UUA, updated monthly.
3.500.250		Ministers Discretionary Fund Bank Acct Bal.	Rev. Christe	Donations This is the balance in the Minister's Discretionary Fund Bank Acct, updated monthly.

Unitarian Universalist Fellowship - Gainesville FL				
Balance Sheet as of December 31, 2021				
Wednesday, January 12, 2022				
Account #	Account Name	Beginning Balance	YTD Balance	
Assets				
Cash				
1.000.130	Ameris Bank-Checking	120,619.96	94,919.14	
1.000.140	Ameris Bank-Money Market	60,663.23	60,691.24	
	Total Cash	\$181,283.19	\$155,610.38	
Fixed Assets				
1.000.310	Building & Land	1,105,900.00	1,105,900.00	
1.000.320	Equipment	62,670.00	62,670.00	
	Total Fixed Assets	\$1,168,570.00	\$1,168,570.00	
Other Assets				
1.000.410	UUFG Foundation	515,540.80	507,393.75	
1.100.250	Ministers Discretionary Fund Account	9,867.21	7,137.43	
	Total Other Assets	\$525,408.01	\$514,531.18	
	Total Assets	\$1,875,261.20	\$1,838,711.56	
Liabilities				
Current Liabilities				
2.000.110	Accounts Payable/Vendors	3.25	3.25	
2.000.120	Payroll Taxes Payable	24.36	24.36	
	Total Current Liabilities	\$27.61	\$27.61	
	Total Liabilities	\$27.61	\$27.61	
Fund Balance				
3.100.100	General Fund Balance	80,941.00	47,337.39	
3.100.301	Ministers Discretionary Pass Through Fund Balance	239.00	4,243.05	
3.100.321	Minister's Sabbatical Fund Balance	13,832.58	17,282.58	
3.201.110	Hospitality Fund Balance	63.14	0.00	
3.202.100	Music Support Fund	1,777.28	1,777.28	
3.203.110	Memory Garden Fund	1,826.31	1,947.11	
3.203.120	Courtyard Fund Balance	3,288.86	7,854.52	
3.204.110	Book Cart Fund	0.00	10.00	
3.206.100	Foundation Grants			
3.206.130	Front Sign Repair Fund (Grant) Balance	533.06	533.06	
3.206.131	Office Furniture Replacement Fund (Grant) Balance	2,115.00	28.01	
3.206.132	Fellowship Hall Door Fund Balance	2,080.00	0.00	
3.206.133	Fire Circle Renovation Fund Balance	500.00	755.00	
3.206.134	Video/Projection Package Fund Balance	2,724.75	0.00	
3.206.140	UU Leadership Fund - Balance	609.47	409.47	
3.206.141	OWL Fund (Grant) Balance	2,000.00	2,000.00	
3.206.186	Security (grant) Balance	2,818.17	2,262.17	
3.206.211	Labyrinth Repair (grant) Balance	2,500.00	2,500.00	
	Total Foundation Grants	\$15,880.45	\$8,487.71	
3.210.100	CYREC			
3.210.110	RE Fund Balance	2,454.95	2,381.13	
3.210.120	Youth Support Fund Balance	1,763.09	1,763.09	
	Total CYREC	\$4,218.04	\$4,144.22	
3.216.100	Social Justice Fund			
3.216.110	Social Justice Unallocated Funds	1,745.93	2,200.93	
3.216.150	Pineridge Fund	1,101.98	1,101.98	
3.216.160	Share The Plate Balance	255.01	957.45	
	Total Social Justice Fund	\$3,102.92	\$4,260.36	
3.400.100	Future Funding & Capital Reserve Accounts Balance			
3.404.110	Res. Fd for Large Scale Maintenance- Balance	55,538.53	58,038.55	

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Board Meeting\Balance Sheet as of December 31, 2021.xls

Unitarian Universalist Fellowship - Gainesville FL			
Balance Sheet as of December 31, 2021			
Wednesday, January 12, 2022			
Account #	Account Name	Beginning Balance	YTD Balance
3.404.140	Sanctuary Sound Improvement Fund Balance	347.47	0.00
3.500.100	Land & Building Fund	1,105,900.00	1,105,900.00
3.500.150	Furnishings & Equipment Fund	62,670.00	62,670.00
3.500.200	UUFG Foundation Balance	515,740.80	507,593.75
3.500.250	Ministers Discretionary Fund Bank Account Balance	9,867.21	7,137.43
	Total Fund Balance	\$1,875,233.59	\$1,838,683.95
	Total Liabilities and Fund Balance	\$1,875,261.20	\$1,838,711.56

UUFG Governing Board Meeting

Minutes

27Dec2021

Board members present: Rose Cole, Diane DePuydt, Bev Giordano, Leah Cobb Lee, Martha Soles, and Rev. Christe Lunsford

Board members absent: Erin Parish, Chris Vulpe

Congregants present:

1. Gathering and Meeting Preparation

Welcome, Call to Order, Quorum

- a. Martha called the meeting to order at 6:33 pm. We have a quorum.
- b. Chalice Lighting and Reading by Martha.
- c. Board Covenant: All members read, *"Inspired by our Unitarian Universalist principles, together we guide our congregation and its mission and vision with transparency, gratitude, and respect."*
- d. Personal check-in
- e. Confirm and assign role: Diane is timekeeper; Leah is writing gratitude cards.
- f. Confirm agenda/any updates – none

2. Congregational Input –none.

3. Consent Agenda

- a. President's Report (Att. 1)
- b. Treasurer's Report (Att. 2)
- c. Minutes of Nov 22, 2021, Board Meeting (Att.3)
- d. Fellowship Council Report (Att. 4)
- e. **Motion**: Martha moved to approve the revised consent agenda (Rose seconds; unanimous vote).

4. Discussion/Action Items/Visioning

Discussion- *Unlocking the Power of Covenant*-Chapter 3 Historical Development of Covenant

- a. Covenant –Rev Christe spoke about the origin of covenant. The Cambridge platform brought it to Unitarian Universalism. We do not live by this platform anymore; we have skewed it to the democratic process. We do not follow the church hierarchy anymore. Instead, we have more consensus and less hierarchy, especially as we have brought in Eastern religions and indigenous cultures. Diane thinks *covenant* is an archaic, Christian-centered irrelevant term that evolved during male-dominated periods. Other good terms (e.g., oath) could be substituted for covenant. Martha grew up in the Congregational church with creeds. There are no creeds or dogma in UU. When Unitarianism and

Universalism were separate, there were more creeds, but when they merged and introduced transcendentalism, UU could not hold onto creeds anymore. Rev Christe's biggest concerns re: covenant is that people often want to make behavioral covenants (how we will act together) that don't leave it open enough to different cultures (e.g., indigenous people, concept of time or volume) and beat each other up with these covenants.

Management and Facilities:

Building usage. We are now closed again due to COVID. Newcomer orientation on Jan 9 will be held outside. Social Justice meeting on Jan 16 can be done online. May need to extend time for receipt of ballots. **Action Item:** Rev Christe will speak with Alice Primack about having the meeting online. The Board must affirm the COVID task force rules (Rev Christe only has jurisdiction over Sunday morning services). **Action item:** By consent, the Board agrees to follow the COVID Task Force documents in keeping the building closed.

Until recently, many people were looking for rentals through March. Leah reported some progress on creating an updated rental agreement. She examined other churches' rental agreements. She will have a draft to send to the rest of the board soon.

- b. Funding for Fire Pit concrete and Friends of the Courtyard selling dedication bricks. Fire pit funding – Debra Neill-Mareci was to get back to the Board with a proposal for the exact amount being requested for the fire pit concrete. Diane sent Debra an email after the last board meeting and asked her for more specifics in writing. (Nothing received to date.) **Action item:** Rev Christe will follow up with Debra. Courtyard bricks – OK to make available to people who still want to purchase a brick.
- c. Approval for fundraising concerts. Need approval to put a percentage of the revenues into the general fund. Revenue could help make up for decreased congregational giving. Rev Christe or the new choir director will be the ones to contract with concert providers, but they can't do this without Board approval. Often, there is a short (four-day) window to approve these contracts, so prompt response from Board members would be needed. Proceeds would go into the general fund unless it is our choir raising money for the choir fund. Expenses would be covered before any splitting of revenues between artists and UUFG. (No motion, but Board members verbally approved of this plan.)
- d. Installation of Minister Ceremony, scheduled for April 24, 2022. Mary Anthony is leading the planning. Some of the speakers and singers have been

secured. The Board has a role in this event. Will have UUA representatives present.

Leadership and Governance

- e. The new choir director, Derek Nirenberg, will begin on Dec 30, 2021.
- f. Looking for a pianist.
- g. Developing leaders for UUFG – No one oversees this group, and no one is doing anything. Martha wants to get it rolling again. There are many vacancies in leadership positions. Must have people in these roles by June. Need Board treasurer and president by June. Rev. Christe thinks the committee would work if they had a single leader (Bev Sanders rotated off as leader, and Paul Avery and Lynne Capehart are the only ones left on this committee.) UUA is putting out lots of materials on leadership development. Congregants must understand the processes and commit to pitching in. **Action Plan:** Board members will reach out to existing committee members for their ideas. Leah will reach out to Paul Avery and ask what his current thinking is, thoughts, feedback. Diane will contact Zoharah Simmons, Martha will call Joanna Mossa, Bev will call Bev Sanders, and Martha will call Lynne Capehart. We will consolidate input at the next Board meeting.
- h. Planning a Social Justice congregational meeting for Jan 16, 2022. Will discuss projects and have a vote on which one the congregation will support. Will be online. Rose asked if Family Promise housing will be part of this discussion? Martha stated that UUFG will provide food, but not housing, for Family Promise families for now.

5. Wrap Up

- a. Emerging Concerns – We are in the red financially. Next month, Rose will send statements (pledge vs giving) to all members. Martha will work with Rose on this. Diane stated that COVID fatigue is affecting everyone at UUFG. COVID is not going away, and we need to figure out how we live with it. Getting people to return for services is hard. Small groups feed the rejuvenation to return to the fellowship. Outdoor services are labor - intensive for staff members – need congregational buy-in to make it worthwhile.
- b. Calendaring & Action Items – none
- c. Gratitudes–Leah to send a thank-you to Bev Giordano for playing piano for choir rehearsal.
- d. Board Process – external observers- Martha and Diane think the meeting went well.
- e. Personal Check-out

6. Adjournment – the meeting adjourned at 8:08 PM. The next meeting of the Board will be on Jan 24, 2022, at 6:30 PM.

Respectfully submitted,
Beverly Giordano, UUFG
Board Secretary

Fellowship Council Meeting

January 11, 2022

AGENDA

Attending: Liz, Harry, Marilyn, Alice, Bev, Janese, Rev. Christe, Diane

5:30 Chalice Lighting

5:35 Check-ins from members

5:50 Q & A on submitted committee reports

6:00 Updates from Rev Christe

6:15 **Ongoing Business:** Bringing on new members for our committees

6:30 Discussion: *Widening Circles* book, Hospitality & Inclusion pp57-66 Rev Christe facilitates

7:00 Closing words and extinguish chalice

MEETING SUMMARY

Rev. Christe updated the group on the success of the outside service and about plans for future services also to be held outdoors. Choir Sunda, Easter Sunday and Christe's Installation 4/24 will be outside. Others Sundays are t.b.d. and weather dependent. Another adult RE course is being planned for Wednesdays in January.

Our continuing discussion about increasing member involvement in the work of the fellowships as well as our activities took up a good portion of the meeting with many ideas but no firm conclusions or action steps. Some of the ideas mentioned include: breaking jobs down into small doable pieces that 1 or more people can tackle, the importance of direct personal invitation instead of general post to bulletin boards, identifying jobs that could be combined with social opportunity.

There was a short discussion of what to include in committee reports to the Governing Board because the FC meets earlier in the month so that some reports are for past activities and other reports are for upcoming activities that might be completed by the time the Board meets. The conclusion is that committees can choose to include past and/or planned activities but take care to be clear which are which.

Session concluded with discussion of the next chapter in the *Widening Circles* book, about Hospitality.

COMMITTEE REPORTS for December, 2021

From Harry Mangle

Membership Committee

- Since starting limited in-person services in October our members, friends, and visitors have accommodated very well to using Eventbrite to register to attend. The number of those attending and conducting worship services service has been consistent in December fluctuating between 40 and 50 worshippers.
- The Welcome Team has adjusted well to adding "checking-off" attendees entering the sanctuary to their regular duties of welcoming new visitors and old friends.
- As of December 31st total UUFG membership stood unchanged at 156. Unfortunately, Michaelyn Luttge is not able to be active now since moving away and has removed herself from supporting friend status.
- We were delighted at the number of visitors attending since we began with limited capacity in-person services in October. Twenty visitors have checked us out, several of whom have attended more than once.

Safety Committee

- The Safety Committee continues implementation of the revised UUFG Emergency Operation Plan, specifically the Civil Disturbance section pertaining to Sunday mornings. Training is ongoing for those filling the roles of Foyer Monitor and Religious Education Monitor. There is a need for additional volunteers for these roles

From Alice Primack

On December 18, the Social Justice Council will co-sponsor the Winter Solstice Concert at UUFG. On the 19th, Social Justice Council will hold our annual Cookie Caper fundraiser, selling cookies after the service for \$5 per dozen. We are suggesting that people start reading our Social Justice Common Read for Winter, *My Grandmother's Hands*, and will hold a discussion of it in January.

Statement of Values that Guide This Reopening Framework

This Draft Reopening Framework will guide the reopening of our UUFG building after more than a year closed due to the COVID pandemic.

Because we recognize the interconnected web of which we all are a part, and because of our values of inclusion as Unitarian Universalists, this framework carefully considers the health and safety of all of our members, friends, and guests, including our children, as our first priority, even as vaccinations increase in our community and the worst of the pandemic subsides.

Our general principles remain:

- **Inclusivity and justice:** We will not exclude people and will take special care that equity and anti-oppression are centered in our decision making.
- **Safety:** We will do our utmost to keep our people and the community safe. We will not contribute to community spread.
- **Community matters:** We value our community and being together. As soon as it is safe to gather in an inclusive way, we will.
- **Pro-science:** We are using nationally recognized metrics and public health recommendations to guide this reopening framework, and public health recommendations. The work of the COVID Advisory Task Force has been guided by recommendations from knowledgeable sources. We support vaccination for those who are able to receive it as a scientific, reasonable, and loving decision. We believe that vaccines are effective and trust the scientists who have worked on them.

Our Unitarian Universalist Association leadership has provided helpful guidance for reopening, including links to a number of other reopening plans from around the country (which we used in the development of this framework). These resources from the UUA have been invaluable to us, and we invite you to study them as well.

<https://www.uua.org/safe/pandemics/gathering-guidance>.

The UUA's recommendations for congregations, have guided our thoughts and are more stringent than local schools and businesses, for the following reasons:

- As a community that values inclusion and collective care, we don't want to create in-person situations that inadvertently exclude those at higher risk, or create situations that force those at higher risk to publicly identify themselves. Our decision-making must center the needs of the most vulnerable.
- The membership of our congregation is an older, more vulnerable population than the general public.
- Most children are not yet eligible to be vaccinated.
- We do not want congregational staff and ministers to be put at risk on the job.

The guidelines that follow recognize that there is no technological substitute for being able to be and interact in physical presence with one another. Yet, we must manage a balance between social / psychological needs and physical risks in these challenging times.

Because we cannot predict what course this pandemic will take, these guidelines are divided into five 'Levels of Concern', based on metrics developed by Covid Act Now, a multidisciplinary team of technologists, epidemiologists, health experts, and public policy leaders from Georgetown University Center for Global Health Science and Security, Stanford University Clinical Excellence Research Center, and Grand Rounds. This consortium of experts at Covid Act Now is providing publicly available, scientific, disease intelligence and data analysis on COVID-19 in the U.S. You may view the daily updates of the metrics at www.covidactnow.org.

Overall, UUFG will use these metrics and that of Covid Act Now to be more flexible in the ways that we gather.

Overview: There are five levels which define the constraints around re-opening. These are tied to COVID Act Now risk levels for our county.

● The RED AND DARK RED LEVELS / SEVERE AND VERY HIGH RISK is the level of full shut down/ quarantine. Only staff/select volunteers check on the campus – everyone is work from home.

● The ORANGE LEVEL / HIGH RISK indicates the tier of relaxed measures, and includes minimal use of the building (outdoor restrooms) and outdoor events.

● The YELLOW LEVEL / MEDIUM RISK is the tier of relaxed measures, with the inclusion of in-person meetings in small groups in social hall or sanctuary, and outdoor events.

● The GREEN LEVEL / LOW RISK is the level at which we will hold Sunday services (with precautions) after the county has remained at this level for two weeks.

● The CLEAR LEVEL is that time in which we can return to pre-COVID-19 norms and customs.

Assumptions

- Many adults within our church are vaccinated. Most children are not yet vaccinated. Infants aged 0-2 may not be vaccinated for quite some time yet and are vulnerable.
- Risk levels may rise and fall - in other words, we may move in and out of the various levels of risk and degree of opening or closing of the building
- Our primary intentions as a congregation as we move out of the pandemic are inclusion and safety.
- All-church events, particularly Sunday mornings, will include families and children, as well as visitors, and may have vaccinated and unvaccinated attendees, requiring a higher level of safety and care.
- This Reopening Framework may be modified, with new information and science related to COVID-19
- The Reopening Framework will go into effect when passed by the Board of Trustees, although in-person services will not take place before September 12, 2021, for logistical reasons.

Space	Dimensions	Sq Ft	ORANGE LEVEL	YELLOW LEVEL	GREEN LEVEL	CLEAR LEVEL
Choir Room	23 x 20	460	4	8	15	30
Sanctuary	60 x 60	3600	32	64	120	300
Social hall	40 x 32	1280	11	22	42	100
kitchen	20 x 16	320	3	6	10	
Sound room	16 x 12	192	2	2	4	
Foyer	16 x 18	288	3	6	9	
Window Room	16 x 14	224	2	2	4	
Conference room	17 x 27	460	4	6	8	
Copy room	14 x 12	168	1	2	2	
Minister office	16 x 13.5	216	2	2	2	
Admin office	13.5 x 11	149	1	2	2	
RE office	12.6.x.12.5	158	1	2	2	
Youth room	16.5 x 17	280	2	4	9	
CR 5	16 x 16	256	2	4	8	
CR 6	16 x 16	256	2	4	8	
CR 4	18 x 14	252	2	4	8	
CR 3	18 x 14	252	2	4	8	
CR 2	18 x 14	252	2	4	8	
CR 1	18 x 14	252	2	4	8	

	RED AND DARK RED LEVELS SEVERE / VERY HIGH RISK	ORANGE LEVEL HIGH RISK	YELLOW LEVEL MEDIUM RISK	GREEN LEVEL LOW RISK	CLEAR LEVEL
BUILDING IS CLOSED TO ALL BUT ESSENTIAL STAFF AND LEADERS	X	X			
SOCIAL DISTANCING REQUIRED	X	X	X	X	
MASK USAGE REQUIRED IN PUBLIC SPACES	X	X	X	X	
COMMONLY USED SURFACES DISINFECTED (extra)	X	X	X		
VOLUNTEERS INDOORS		X	X	X	X
VENTILATION/AIR PURIFICATION IN MEETING ROOMS			X	X	
SUNDAY WORSHIP	Worship Team Only	Worship & Sunday Teams	Limited #s	Greater #s	Fully Open
SMALL GROUP / COMMITTEE MEETINGS INDOORS			X	X	X
RENTALS ALLOWED WITH SAFETY GUIDELINES			X	X	X
COMMUNAL EATING AND DRINKING OUTDOORS			X	X	X

Building Use: General	Buildings are closed and used only by staff working independently in their offices, and access by volunteers on an as needed basis.
Safety Considerations	Persons should not come to the building unless they can answer “no” to all screening questions, which are posted on the church door.
Cleaning	Minimal cleaning will occur, with particular attention given to commonly touched surfaces (door handles, bathrooms)
Ventilation	Due to the small number of people in the building, no special ventilation needed.
Sunday Service	Sunday Services live streamed from the Sanctuary with a minimal group of people creating the service or in the case of stay at home orders, service will be pre-recorded and premiered.
Religious Exploration	Religious Exploration events and classes take place online or outside, masked and socially distanced. Outside events are either less than one hour or outdoor restrooms are available.
Coffee Hour	Coffee Hour takes place online.
Volunteers	Only essential volunteers in the building (Chair of Building and Grounds, Board Chair, Vice Chair, Treasurer, worship team and other volunteers for building walk through).
Staff	Staff will work as much as possible from home, with only essential use of the building. Office is closed to the public and church members.
Small Group/Committee Meetings Inside	Inside, no small group meetings.
Small Group/Committee Meetings Outside	Outside, small group meetings masks are required. Masks are highly recommended for work parties, but are not mandatory. The host or leader of the group is responsible for collecting and completeing the contact tracing sign in sheet.
Eating and Drinking	No communal eating or drinking in the building or on the grounds of the building.
Rentals	No rentals in the buildings. Possible rentals of outdoor spaces with safety precautions.
Singing	Singing to record for a Sunday service can take place with one singer, fully vaccinated, accompanist fully vaccinated. No other singing in the building. Singing outside with be masked and social distanced
Multi-Platform Hybrid Offerings	All-church events that lend themselves to online, will be available online.
Use of Outdoor Areas of the Church	available by reservation for church groups. All groups should remain masked and socially distanced

Building Use: General	The building will be closed and used only by essential staff, a select group of volunteers, or by maintenance workers. Access is limited to an as needed basis.
Safety Considerations	Persons should not come to the building unless they can answer “no” to all screening questions, which are posted on the church door.
Cleaning	Minimal cleaning will occur, with particular attention given to commonly touched surfaces : (door handles, bathrooms)
Ventilation	When more than one person is present in a room, windows will be opened and/or air purifiers will be used.
Sunday Service	Sunday Service recorded/live streamed from the Sanctuary. Outdoor services (all masked and socially distanced) are possible, no size limit.
Religious Exploration	Religious Exploration events and classes take place online or outside on our grounds, masked and socially distanced, assuming at least some are not vaccinated. The outdoor restrooms will be available.
Coffee Hour	Coffee Hour takes place online.
Volunteers	Volunteers may enter the building on an as needed basis, following all safety guidelines.
Staff	Staff work as much as possible from home, but may also use the building. Office is closed to public and church members.
Small Group/Committee Meetings Inside	Inside, no small group meetings.
Small Group/Committee Meetings Outside	Outside, small group meetings/work parties masks are highly recommended. The host or leader of the group is responsible for collecting and completing the contact tracing sign in sheet.
Eating and Drinking	No communal eating or drinking in the building. Communal eating and drinking can take place outside on the grounds of the building, as long as food, utensils or other items are not shared.
Rentals	No rentals in the building except by special permission of the Board. Possible rentals of outdoor spaces with safety precautions.
Singing	Small group singing to record for a Sunday service can take place in the Sanctuary, with a fully vaccinated singers, socially distanced, recorded prior to the service. No other singing in the building.

Building Use: General	At the yellow level, building use is enhanced and restrictions are relaxed.
Safety Considerations	Persons should not come to the building unless they can answer “no” to all screening questions, which are posted on the church door.
Cleaning	Building care and custodial cleaning of the building will be increased, with particular attention given to commonly touched surfaces (door handles, bathrooms). Meeting leaders are expected to wipe down surfaces used by participants with disinfectant at the end of the meeting.
Ventilation	Windows should be opened to allow ventilation of whatever room is being used. When possible, fans blowing out open windows should be utilized. Air purifiers should be used.
Sunday Service	Sunday Service recorded/live streamed from the Sanctuary. Outdoor services (all masked and socially distanced) are possible, no size limit.
Religious Exploration	Religious Exploration events and classes take place online or outside, masked and socially distanced, assuming that most children are not yet vaccinated. Indoor bathrooms can be used for events, following bathroom safety guidelines. The Director of Religious Exploration will have guidelines for children’s RE bathroom safety. .
Coffee Hour	Coffee Hour takes place online.
Volunteers	Volunteers may use the building, as long as a leader is clearly identified when reserving space and the leader is responsible for the contact tracing sign in sheet.
Staff	Staff may work from home or in the building, as needed and as agreed to by supervisor and staff member. Office is closed to the public and church members. Concurrent use and in person staff meetings are permitted. All staff are encouraged to be vaccinated.
Small Group/Committee Meetings Inside	Small group meetings of fully vaccinated people can take place in the building Monday-Friday. The host or leader of the group is responsible for collecting and completing the contact tracing sign in sheet. Masks are only required in common spaces (e.g. foyer, hallways, bathroom, outer office, kitchen, Sanctuary, Social Hall). If a group wishes to meet in Social Hall masking will be at the discretion and consent of those present. If meetings are held in person, online attendance is possible, using zoom.
Small Group/Committee Meetings Outside	

	Eating and Drinking	No communal eating or drinking in the building. Communal eating and drinking can take place outside on the grounds of the building, as long as food, utensils or other items are not shared.
	Rentals	Rentals of building rooms can take place, as long as they do not exceed room usage numbers and the renters follow all safety guidelines.
	Singing	Singing to record for a Sunday service can take place with fully vaccinated singers, socially distanced, accompanist fully vaccinated, recorded prior to the service. No other singing in the building.
	Multi-Platform Hybrid Offerings	All-church events possible will be available online. Meetings taking place in the building will have an online option for attendees.
	Use of Outdoor Areas of the Church	Church outdoor restrooms may be used for public outdoor events held while in the yellow tier. Restrooms will be gender neutral and should allow one person in at a time. For events with food, a designated area should be established that allows appropriate physical distancing.

Building Use: General	At the GREEN level, the building is generally open in similar ways as pre-pandemic, with the additional caveat that safety considerations are still utilized. Please mask upon entering the office.
Safety Considerations	Persons should not come to the building unless they can answer “no” to all screening questions, which are posted on the church door.
Cleaning	Building care and custodial cleaning is fully staffed, with particular attention given to commonly touched surfaces (door handles, bathrooms). Commonly touched surfaces and bathroom surfaces will be disinfected frequently on Sunday morning. Meeting leaders are expected to wipe down surfaces used by participants with disinfectant at the end of the meeting.
Ventilation	Windows should be opened to allow ventilation of whatever room is being used. When possible, fans blowing out open windows should be utilized. Air purifiers should be used.
Sunday Service	Sunday Service recorded/live streamed from the Sanctuary. Indoor Sunday services may resume after at least 2 weeks of county-wide GREEN risk on CovidActNow, but not before September 12, 2021. Because we assume Sunday mornings will have both vaccinated and unvaccinated attendees, until all ages are eligible for vaccination, masks and social distancing will be required in the building, which will limit the number of attendees for Sunday services. Outdoor services (all masked and socially distanced) are possible, no size limit.
Religious Exploration	Religious Exploration events and classes take place indoors, online, or outside, masked and socially distanced, at the discretion of the Director of Lifespan Faith Development in consultation with the Minister. Safety guidelines for indoor RE must be in place before indoor events resume, particularly because younger children may not yet be eligible for vaccination (see appendix, to be developed). RE Volunteers working directly with children must be vaccinated, for the safety of the volunteer and children.
Coffee Hour	Coffee Hour can take place in Social Hall, although food and drink may only be consumed outside. Masks and social distancing will be maintained during Coffee Hour, for both vaccinated and unvaccinated people. An online Coffee Hour will also be offered.

	Volunteers	Volunteers, as needed, may use the building, following all safety precautions.
	Staff	Staff may work from home or in the building, as needed and as agreed to by supervisor and staff member. Office is open to members with limited hours. Concurrent use and in person staff meetings are permitted. All staff are encouraged to be vaccinated.
	Small Group/Committee Meetings Inside	Small group meetings (20 people or less) of fully vaccinated people can take place in the building. Masks are only required in common spaces (e.g. foyer, hallways, bathroom, outer office, kitchen, Sanctuary, Social Hall), although required throughout the building in all spaces on Sunday morning. If a group wishes to meet in Social Hall (which is a public space), masks will be required of all group members for the entire meeting time. If meetings are held in person, online attendance is possible, using zoom. Public events, including weddings and memorials, may take place inside in the green tier, following safety guidelines, including masks and social distancing, which may limit the number of attendees. It is assumed that public events will have a mix of vaccinated and unvaccinated people. Food and drink must be consumed outside.
	Small Group/Committee Meetings Outside	
	Eating and Drinking	No communal eating or drinking in the building except in small groups of fully vaccinated people (No communal eating or drinking on Sunday mornings). Communal eating and drinking can take place outside on the grounds of the building, as long as food, utensils or other items are not shared.
	Rentals	Rentals of building rooms and Sanctuary of up to the capacity of the room with social distancing can take place, as long as renters follow all safety guidelines, including masking.
	Singing	Singing to record for a Sunday service can take place with fully vaccinated singers, socially distanced, accompanist fully vaccinated, windows open, recorded prior to the service. No other singing in the building. Humming may be allowed during the service during hymns. Outdoor singing and recording of songs with appropriate safety measures.

	Multi-Platform Hybrid Offerings	Most All-church events will be available online, including live-streamed Sunday services and online Coffee Hour. Meetings taking place in the building will have an online option for attendees.
	Use of Outdoor Areas of the Church	Outdoor areas will be available by reservation for church groups or renters. Mixed groups should remain masked and socially distanced. Vaccinated groups may be unmasked. Church outside restrooms may be used for public outdoor events held while in the green tier. For events with food, a designated area should be established that allows appropriate physical distancing and is the only place where masks should be removed. Those from the same household may dine together.

CLEAR

Building Use: General

Safety Considerations

The building is open to all for groups, rentals, Service, and all church programs.

All conditions from all tiers above are rescinded and unnecessary, though people may choose to continue with some safety measures on their own as they are comfortable.

Coronavirus COVID-19 Screening Questions

All visitors are required to complete the following screening questions before entering the building. Families entering the building together may complete one screening form.

Full Name: _____

Date: _____

Do you or any family members with you have any of the following symptoms?
☐ Cough ☐ Shortness of breath ☐ Difficulty breathing ☐ Lack of smell or taste
 (without congestion) **Yes to 1 or more** **No**

Do you or any family members with you have any of the following symptoms?
☐ Sore throat ☐ Fatigue ☐ Chills ☐ Congestion or runny nose ☐ Muscle pain
☐ Nausea or vomiting ☐ Headache ☐ Diarrhea **Yes to 2 or more** **No**

Are you or any family members with you taking any medication to treat or suppress a fever? (For example, acetaminophen or ibuprofen) **Yes** **No**

Are you or any family members with you currently waiting for a COVID-19 test result for any reason other than a **required routine screening** for work, a health procedure, or prior to travel? **Yes** **No**

Have you or any family members with you tested positive for COVID-19 in the past 10 days? **Yes** **No**

In the past 14 days, have you or any family members with you had close contact with someone who has COVID-19? Close contact means you were within 6 feet of that person for 15 minutes or longer. **Yes** **No**

Have you or any family members with you traveled in the last 14 days to an area with travel restrictions, as identified by the Alachua County Department of Health or the Centers for Disease Control and Prevention (CDC) ? **Yes** **No**

If you responded **YES** to ANY of the questions above: **STOP** Based on your responses you may not enter the building. Please exit the building and call the office or individuals you were planning to visit before you leave the parking lot.

If you responded **NO** to ALL of the questions above: **GO** You may enter the building. Be sure to:
 • wear a mask at all times • practice physical distancing
 • go home immediately if you become sick



Unitarian Universalist Fellowship of Gainesville

VENUE RENTAL AGREEMENT

THIS VENUE RENTAL AGREEMENT (this “Agreement”) is dated as of (“Effective Date”) and is between the Unitarian Universalist Fellowship of Gainesville (“Fellowship”) and _____ (“Renter”).

FOR GOOD AND VALUABLE CONSIDERATION, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Pertinent Terms

a. The venue under this Agreement (“Venue”) is described as follows:

- | | |
|--------------------------------------|-------------------------------------|
| <input type="checkbox"/> Sanctuary | <input type="checkbox"/> Classroom |
| <input type="checkbox"/> Social Hall | <input type="checkbox"/> Choir Room |
| <input type="checkbox"/> Kitchen | <input type="checkbox"/> Playground |
| <input type="checkbox"/> Common Room | <input type="checkbox"/> Courtyard |

b. Contact Information of the Parties:

Fellowship: Unitarian Universalist Fellowship of Gainesville

Contact Name: Camden Pierce, Congregational Administrator

Phone Number: (352) 377-1669

Address: 4225 NW 34th Street, Gainesville, Florida 32605-1422

Email Address: uuoffice@uufg.org

Renter: _____

Contact Name: _____

Phone Number: _____

Address: _____

Email Address: _____

c. Date of Event: _____

Start time of Event: _____

End time of Event: _____

Earliest time set-up may begin: _____

Total hours: _____

d. Type of Event: _____

e. Name of Event (for signage purposes): _____

f. Anticipated Number of Guests: _____

Renter shall update Fellowship not less than two weeks before the Date of Event of the final anticipated guest count.

g. Renter's Credit Card Information: (To be held on file and only charged in the event of damage to the Venue or other default by Renter under this Agreement).

Credit card number: _____

Expiration: _____

CVV Code: _____

Name on card: _____

Billing zip code: _____

h. Audio/Visual:

- ☐ Not applicable
- ☐ A/V equipment provided by Renter
- ☐ A/V equipment provided by Fellowship (A/V professional is required)
 - ☐ Renter will hire Fellowship Sound Technician (required, pending availability)
 - ☐ Renter will hire outside A/V professional
- ☐ Other: _____

i. Food:

- ☐ Not applicable
- ☐ Food catered (provided by Renter)
- Other food information: _____

j. Alcoholic beverages:

- | | |
|---|---|
| <input type="checkbox"/> No alcohol | Liquor license needed: |
| <input type="checkbox"/> Beer and Wine only | <input type="checkbox"/> Yes (provided by Renter) |
| <input type="checkbox"/> Beer, Wine and Spirits | <input type="checkbox"/> No |

2. Event setup and cleanup

a. Tables and chairs:

- ☐ Not applicable
- ☐ Tables and chairs provided and set up by Renter
- ☐ Tables and chairs (provided by Fellowship, setup by Renter)
 - ☐ Round tables (# _____)
 - ☐ Banquet (rectangular) tables (# _____)
 - ☐ Classroom furniture

- b. Event must be concluded (including departure of all guests other than Renter/clean-up crew) by End Time noted above. Over-time fees will apply if Event runs later than the stated End Time. Over-time fee: _____
- c. Other Information: _____

3. **Fees**

- a. Refundable damage deposit: \$ _____
Deposit return date: _____
- b. Rental fees:
- | | |
|--|----------|
| <input type="checkbox"/> Base venue rental fee | \$ _____ |
| <input type="checkbox"/> Sound technician fee | \$ _____ |
| <input type="checkbox"/> Integrated audio fee | \$ _____ |
| <input type="checkbox"/> Grand piano fee | \$ _____ |
| <input type="checkbox"/> Moving risers | \$ _____ |
| <input type="checkbox"/> Storage fee | \$ _____ |
| <input type="checkbox"/> Cleaning fee | \$ _____ |
| <input type="checkbox"/> Other fee | \$ _____ |
| <u>Total Fee</u> | \$ _____ |
- c. Total due for reservation: \$ _____
(Damage deposit and 50% of Total Fee)

The Total Fee is due on or before _____ and is payable to Fellowship in immediately available funds, electronically or delivered to Fellowship at its address specified above.

The Total Fee specified above does not include any Over-Time Fees or damages caused to the Venue. If the Total Fee is not paid on or before the due date specified immediately above, the Event will be deemed cancelled, and the total deposit amount previously paid will be deemed forfeited to Fellowship, as compensation for Fellowship's damages and lost business opportunities.

4. **Insurance**

- ☐ Renter must provide proof of insurance to Fellowship
- ☐ Proof of insurance not required
- ☐ Other insurance information or requirements: _____

5. **Waiver, Release of Liability, and Indemnification**

The Renter, its heirs, executor(s), administrator(s), and/or assigns shall waive, release and forever discharge any and all claims, demands and any causes of action for damages which Renter may at any time have against Fellowship, its members, Minister, Trustees, agents, employees, successors, and /or assigns as a result of any and all injuries suffered by Renter, its member, guests and invitees during, or as a result of, Renter's use of said facilities, including, but not limited to, personal injuries,

illness from any communicable disease(s) and property damages.

Renter shall defend, hold harmless and indemnify Fellowship from any and all claims, causes of action and lawsuits arising out of Renter's use of said premises, including the incursion of attorney's fee and court costs as a result of the defense of any such claim, cause of action or lawsuit by Fellowship.

6. Cancellation

Renter may cancel this Agreement on or before _____ ("Cancellation Deadline"). If Renter cancels before the Cancellation Deadline, the Total Fee paid shall be refundable. If Renter cancels before the Cancellation Deadline, the Deposits previously paid are non-refundable. If Renter cancels this Agreement after the Cancellation Deadline, the Deposits and 50% Total Fee previously paid are non-refundable. Any cancellation of this Agreement shall be in writing and provided to Fellowship at the address listed above. Any forfeiture to Fellowship of Total Fees or Deposits is not intended as a penalty but rather is intended to compensate Fellowship for damages and lost business opportunities, which damages and lost opportunities would be difficult or impossible to calculate on the date hereof.

7. Other Terms and Provisions

This Agreement represents the entire agreement between the parties hereto with respect to the subject matter hereof. Any amendment to this Agreement shall be in writing and signed by the parties. If any term or provision of this Agreement is deemed by a court of law to be unenforceable or void, such provision shall be severed from this Agreement, and such finding shall not impact the remaining terms and provision herein. This Agreement shall be governed by, and construed in accordance with, the laws of the state in which the Venue is located.

8. Rental Agreement Guidelines

Renter has read and understands the "Rental Agreement Guidelines" of the Unitarian Universalist Fellowship and agrees to abide by these Guidelines.

9. Additional Terms and Conditions

IN WITNESS WHEREOF, and intending to be legally bound hereby, the undersigned execute this Agreement as of the Effective Date.

Fellowship:

Renter:

By: _____

By: _____

Name: _____

Name: _____



Unitarian Universalist Fellowship of Gainesville

RENTAL AGREEMENT GUIDELINES

1. Covid Protocols

- 1.1. The renter agrees to follow current CDC (Centers for Disease Control and Protection) recommendations for gathering.
- 1.2. The meeting organizer should have participants sign in with contact information so that the organizer can contact those participants should someone in attendance subsequently becomes ill. The organizer should keep that sign in list available for several weeks.
- 1.3. Ask attendees to contact the organizer if they become ill soon after a meeting.
- 1.4. Ask attendees to stay home if they are experiencing any COVID or other respiratory symptoms.
- 1.5. Make masks available for those who wish to use them.
- 1.6. Place hand sanitizer stations near entrances and exits.
- 1.7. Ask individuals not of the same household to sit at least 3 feet and preferably 6 feet apart.
- 1.8. Use restrooms following a "single user" protocol. Signs are posted on the restroom doors that show "occupied" or "available." Bathrooms have been designated as unisex since only one person will occupy them at a time.
- 1.9. Do not consume food or drink while indoors.

2. General

- 2.1. A representative from the Fellowship will be on-site for the duration of the event and available to the Renter in case of questions, damages, or emergencies. The Fellowship representative is not responsible for set-up/clean-up, technical issues, event planning, etc.
- 2.2. The maximum number of people attending an event will not exceed room maximums.
- 2.3. All advertising for events held at UUFG must clearly indicate the sponsoring organization's name (e.g., "sponsored by..."). Flyers, posters, and website announcements for a rental event should avoid suggesting that the Fellowship endorses or sponsors the event. Language such as "Held at the Facilities of UUFG" is preferred.
- 2.4. The rental fee does not include rehearsals and setups outside the rental time of the primary event. Additional rental fees apply for time spent on such activities.
- 2.5. Rental of specific rooms does not preclude UUFG from using other space or allowing other groups to do so.
- 2.6. Children must be under adult supervision at all times including playground areas, and renters are responsible for damages caused by children.
- 2.7. All facility renters must comply with all local, state, and federal statutes and regulations.
- 2.8. The UUFG reserves the right to refuse rental to any individual or group without explanation.
- 2.9. To make the rental a satisfactory experience for all parties, please direct questions, and

Commented [LCL1]: New addition based on board meeting discussions.

requests to the Rental Coordinator.

3. UUFG Buildings and Grounds

- 3.1. Smoking and vaping is prohibited in all buildings.
- 3.2. Smoking and vaping is allowed outdoors only; please use receptacles.
- 3.3. Nothing may be scattered or thrown on the grounds or in the buildings (e.g., rice, birdseed, glitter, confetti, flower petals, tobacco products).
- 3.4. No helium-filled balloons are allowed on the grounds or in any building.
- 3.5. Limit use of Styrofoam products; paper products are preferred.
- 3.6. Furniture should be returned to its original location.
- 3.7. Renter is responsible for leaving the area in a clean condition and all things returned to their proper places. Cleanup, pickup, and straightening are the renter's responsibility so that another scheduled event may follow without additional preparation.

4. Integrated Sound System

- 4.1. If renting the integrated audio-visual system, the Renter will be required to hire the Fellowship's sound technician for the duration of the event (pending the technician's availability).
- 4.2. Renters are welcome to hire their own A/V professional to operate the Fellowship's equipment IF the Fellowship's sound technician is unavailable for the Event.
- 4.3. The renter may bring in their own equipment if they do not wish to rent the Fellowship's equipment or hire the Fellowship's technician (must include everything needed, including cables and extension cords; the church will not provide these the day of).

5. Piano

- 5.1. Under no circumstances should you unplug the piano dehumidifier. Damages will be assessed.
- 5.2. Nothing is to be placed on the grand piano for any reason.

6. Kitchen

- 6.1. Rental of the kitchen does not include any utensils, supplies, flatware, cups, or glassware; the renter must provide these items.
- 6.2. Renter must clean kitchen floor and all surfaces.
- 6.3. The renter must empty trash containers into the dumpster and replace trashcan liners.

7. Social Hall, Sanctuary, Classrooms, Choir Room

- 7.1. Amplified sound, additional electrical requirements, and special lighting must be arranged with the Rental Coordinator prior to the scheduled event.
- 7.2. No artwork may be removed from the walls.
- 7.3. In the Phillips Social Hall and the Sanctuary, no signs, banners, posters, or notices may be affixed to walls, folding walls, floors, or ceilings with nails, staples, tape, or any other substance.
- 7.4. Easels will be provided for posting signs.

- 7.5. The folding wall will remain as a divider between the Social Hall and the Sanctuary unless otherwise requested.
- 7.6. Folding wall may be moved only under the supervision of the Rental Coordinator.
- 7.7. Unless specified in the rental agreement, rental fees do not cover the setting up and taking down of tables and chairs; the renter is responsible for such tasks.
- 7.8. Renters may not move the choir risers on the stage.

8. Damage and deposits

- 8.1. Upon receipt of damage and clean up deposit, 50% of rental fee from renter, and execution of the Rental Agreement by UUFG, rental space is confirmed.
- 8.2. All fees and deposits are non-refundable in the event of cancellation unless space can be re-rented for that time frame.
- 8.3. The renter will be responsible for any damages beyond the amount of damage deposit.

9. Fee Schedule

- 9.1. Base rates:

Room	Hourly Rate (2 hr min)	Refundable Damage Deposit
Sanctuary	\$75.00	\$300.00
Grand Piano	\$25.00	.
Audio System	\$25.00	.
Sound Technician		
Social Hall	\$35.00	\$100.00
Kitchen	\$35.00	\$100.00
Common Room	\$25.00	\$100.00
Classroom	\$15.00	\$50.00
Choir Room	\$25.00	\$50.00
Courtyard	\$40.00	\$100.00
Playground	\$15.00	\$50.00

Service	Flat Fee	Refundable Damage Deposit
Moving risers	\$40.00	.
Storage fee	\$50.00	.
Cleaning fee	\$40.00	,

Commented [LCL3]: I need our Garrett's hourly rate so that I can add it the fee schedule here.

Commented [LCL4]: Kitchen, courtyard, and playground rates have been added to the schedule.

- 9.2. Discounts (applies to room only):

- 9.2.1. UUFG Member (non-church event): 25% (cannot be combined with 501(c)3 discount)
- 9.2.2. 501(c)3 Non-Profit: 20% discount (cannot be combined with member discount)
To be eligible for this discount, renter must provide proof of current 501(c)3 status at the time the signed contract and payment are due
- 9.2.3. Recurring Rental: Additional 15% discount
- 9.2.4. To be eligible for the Recurring Rental discount there must be a single contract that includes a minimum of six (6) reservations on separate dates within one (1) calendar year with a minimum of two (2) hours each date.

Commented [LCL5]: This entire section is new, it is based on board meeting discussions and discount schedules offered by other UU venues that I found online.



The Aegis Institute

changing the world

begins by asking

better ones To the Unitarian Community,



We are starting a new secondary school based on an integrative curriculum of math, science, humanities, and various other disciplines. One of the core missions we wish to fulfill particularly in our humanities course is the facilitation of deep and thoughtful dialogues centered on religion, politics, and deeply held beliefs. We want, not only to create a safe space for students to discuss difficult topics, but also to teach them how to create similar spaces in their life. We think this aligns with the ethos of the unitarian church. We are looking to rent some small amount of classroom space on a weekly basis for the next one to two years as we pursue our capital campaign. We anticipate opening our doors to between 6-10 students in the fall for grade 9.

Additionally, we think congregants of your church may be interested in our school for a variety of reasons. We intend to be a low-cost private school that serves a broadly underserved section of Gainesville youth. We will actively recruit students from minority communities, and we are developing strategies for teaching people with a variety of disabilities. We will also look to promote role models who represent humanity at their best from a variety of walks of life and cultural backgrounds: Wangari Maathai, Carl Sagan, Malala Yousafzai, Jane Goodall, Stephen Hawking, etc.

Finally, our other substantial goal and why we have pursued the avenue of becoming a private school is to restructure secondary school curricula. Across the board, curriculums have stagnated, and many are approaching a century out of date. Whether you open a calculus book, a chemistry book, or an American history book, you are bombarded by ideas, information, and techniques that are almost a century behind the state of the art. We are busily rewriting those stories, so they don't freeze in the 1920s, 30s, or 40s. We want our humanities curriculum to focus equally on history and contemporary issues. We wish to teach teenagers not only calculus but the math of the 18th, 19th, 20th, and 21st centuries. They will learn graph theory, game theory, complex analysis, and ordinary differential equations. They will see a chemistry curriculum focused on biochemistry and polymer chemistry so they will understand how plastics and pharmaceuticals are created, designed, engineered, and discovered. They will read contemporary works of literature written by contemporary people like some of the role models we will promote.

Attached is an article that ran about us in the Gainesville Sun, some links to our first-year curriculum, and a link to our broader website.

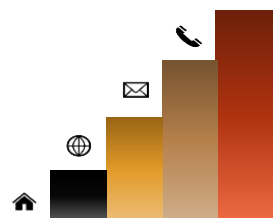
<https://www.theaegisinstitute.com/press>

<https://www.theaegisinstitute.com/curriculum>

<https://www.theaegisinstitute.com/>

Sincerely,

Drs. Jason Johnson & Jordan Alexander Key



Alachua County Crisis Center Usage Request For April 2022

Request from Hannah Dykehouse of the Alachua County Crisis Center: 352-264-6790 / hdykehouse@alachuacounty.us

On several occasions each year, ACCC facilitates law enforcement training in managing crisis situations – including how to avoid using force, how to help facilitate the emotional health of people in crisis situations, and how to manage people who are experiencing mental health crises.

Training may be provided to GDP, UF PD, Santa Fe PD, Alachua Sherriff Dep't, and/or corrections officers in the region.

Classes run for a total of 40 hours, M-F from 9-5.

Class size typically caps at 24 officers with a “rotating cast” of trainers, so maximum in a room would be 30. The students receive training as a group, but then need space to break into smaller groups for role-play, etc.

They’ve run these classes in a variety of locations, but because of Covid and other issues, their usual venues are not currently available.

They are looking at two possibilities: April 4-8 pr April 11-15.

Hannah is new to her position with ACCC and is not sure of what budget they may have for rentals, but she indicated that she would check with her superiors to see if they have a rental budget.

Minister’s recommendation – email 1/27/2022

They should have money for rental.

We could look at making them a deal for the week - but they would need to pay enough to cover cleaning, HVAC and any support people for the space (Garrett)

For this type of rental we might consider volunteer duties of opening and closing and tending to their needs so not to sideline your regular duties.

And of course the Bridge Club would get space usage first.



SIDEWALK RENOVATIONS

From: JAM Construction

P.O. Box 5772
Gainesville, FL 32627

EXPIRED

#0000871

Bill To: Cam Pierce

4225 NW 34th Street, Gainesville, FL 32605

Amount:

\$7,600.00 USD

Expiration Date:

11/19/2021

Item	Price	Quantity	Tax	Total
Option 1: Just grind lifted concrete now to avoid tripping hazards. 30' of lifted edge to be ground down	\$15.00	30		\$450.00
Option 2: Remove and replace area with the worst damage. Remove and replace 226 s.f. plus 10' of grinding.	\$12.00	226		\$2,712.00
Option 3: Remove and replace larger damaged area, 634 s.f. Demo damaged area, grind and new concrete walkway	\$7.00	634		\$4,438.00
Subtotal				\$7,600.00 USD
Grand Total				\$7,600.00 USD

Terms & Conditions:

Estimate covers listed services/products only and is based on the information provided to us at the time – changes or additions may increase costs. Estimate valid only until expiration date specified, unless otherwise provided.

Accepted on: _____

Accepted by: _____



From: JAM Construction

P.O. Box 5772

Gainesville, FL 32627

CONCRETE RING AROUND FIREPIT

#0000884

Bill To: Debra Neill-Mareci

4225 NW 34th Street, Gainesville, FL. 32605

Amount:

\$2,406.00 USD

Expiration Date:

12/21/2021

Item	Price	Quantity	Tax	Total
24' diameter ring, 2' wide. two 6'x9' pads on entries All site prep, form work, place and finish concrete. 3000psi concrete with fibermesh reinforcement, 4" thick.	\$2,406.00	1		\$2,406.00
Subtotal				\$2,406.00 USD
Grand Total				\$2,406.00 USD

Notes:

Note. price based on project done alone, subtract \$200 if done at same time as other concrete work.

Terms & Conditions:

Estimate covers listed services/products only and is based on the information provided to us at the time – changes or additions may increase costs. Estimate valid only until expiration date specified, unless otherwise provided.

Employment Agreement

Unitarian Universalist Fellowship of Gainesville Florida (UUFG) AND Tane' Dekrey jointly enter into this agreement on **Feb. 1st 2022**.

UUFG, acting through its Governing Board, employs Tane' Dekrey with the job title “**Collaborative Accompanist**” of UUFG under the terms set forth in this agreement.

Position Title Collaborative Accompanist

Start Date 02-01-2022

1. F.L.S.A. STATUS: Under the Fair Labor Standards Act (FLSA), this position is nonexempt, and is part-time.
2. CONDITIONS: Both parties retain the right to terminate the employment relationship as mandated in the current version of the Personnel Manual of UUFG. The laws, rules, and statements of the State of Florida, the Articles of Incorporation of UUFG, the Bylaws of UUFG, the UUFG Policies and Procedures Manual, and the Personnel Manual.

The Congregation's personnel policies are in force for the Employee. When an item is addressed both by the personnel policies and by this Agreement, the terms of this agreement or addendum letter supersede the personnel policies.

3. STATUS OF POSITION: This is a part-time, 10 hours/week position, for 12 months of the year.
4. RELATIONSHIPS:
 - a. Supervision: This position reports to the Music Director with oversight by the Minister as Head of Staff. In the Minister's absence, the UUFG President or the president's designate provides oversight. All actions taken in pursuit of this job description must conform to the laws, rules, and statements of the State of Florida, the Articles of Incorporation of UUFG, the Bylaws of UUFG, and the policies of UUFG as described in the current version of the UUFG Policy and Procedures Manual and the UUFG Personnel Manual.
 - b. Working Relationships: While each employee has distinct areas of responsibility, the staff of the Congregation function as a team. The Employee is responsible for maintaining constructive, supportive working relationships with staff teammates.
 - c. Congregational Relationships: The Employee is responsible for treating Congregation members and friends with respect and care.

- d. Professional organization membership: The Accompanist will maintain membership (dues paid by UUFG) in the Association of Unitarian Universalist Music Ministries and adhere to the Code of Ethics of that organization.
 - e. Intellectual Property: All products of the Employee's work (e.g., sermons, curriculum lessons, songs, videos) will be the sole property of the Employee. During the time of their employment, the Employee grants to the Congregation royalty-free, non-exclusive use of materials created in the context of their employment.
 - f. Conflict: Procedures for addressing conflicts can be found in the Congregation's Personnel Policies. Open communication between the Employee and their Supervisor is expected. In addressing any conflict, supervisors and other leaders will consider how differences in identity, experience, power, and life experience might be a factor.
5. TERM: For purposes of this agreement, the "Regular Year" begins on Monday one week before Labor Day and ends on Monday one week after Memorial Day. These weeks consistently have both choir rehearsals and Sunday services.

With agreed upon notice to the Music Director and the Minister, the Pianist/Accompanist is expected to take 12 Sundays a year off (this is not mandatory but healthy). Additional Sundays off and/or mid-week choir rehearsals off may be arranged as needed. This time away is considered unpaid.

6. COMPENSATION:

A. Through the "Regular Year" each paid week consists of:

- a. Providing piano accompaniment for one choir rehearsal (est. time 3 hours on-site)
- b. Providing piano accompaniment on Sunday:
 - i. On "choir Sundays": provide accompaniment for the choir pre-service rehearsal, accompaniment for choir anthem and congregational singing and solo pieces as needed by service design. (3 hours on-site)
 - ii. On "non-choir Sundays": provide piano accompaniment for congregational hymn singing and solo pieces as needed by service design. (2 hours on-site)
 - iii. Additional time off-site practicing and pre-paring (3 hours as needed)
 - iv. Additional time in consultation and communication -by phone, email, or face-to-face – with Music Director, Choir Director, and the Minister (1 hour, briefly as needed)

- B. Through the “Summer” each paid week consists of:
 - a. Providing piano accompaniment on Sunday:
 - i. provide piano accompaniment for congregational hymn singing and solo pieces as needed by service design. (2 hours on-site)
 - ii. occasionally a Summer Choir will convene needing the accompanists support. There may be a need to rehearse prior to the Worship service in which they present, as with any guest musician. This should be arranged through the Music Director or Minister in agreement with the accompanist and will be considered part of Sunday Service (1 hour)
 - iii. Additional time off-site practicing and pre-paring (3 hours as needed)
 - iv. Additional time in consultation and communication -by phone, email, or face-to-face – with Music Director, Choir Director, and the Minister (1 hour, briefly as needed)
 - C. Base Rate of Pay will be per event: Weekly Choir Rehearsal @ \$100, 11am Sunday Service @ \$150
 - D. Additional opportunities may arise from time to time and compensation will be agreed upon separately.
 - E. The Accompanist has the first right of refusal for weddings, funerals and other celebrations of life conducted by UUFG.
 - F. As an employee, you may be eligible to participate in benefit programs (even when benefits are not offered by the Fellowship) for health, dental, disability & life insurance as well as retirement programs through the UUA.
7. ADDITIONAL PERQUISITE: Until this employment relationship is ended by either party notifying the other, the Accompanist is granted use of the UUFG facilities for personal practice. Facility use for teaching and recital purposes are subject to approval by the Music Director or Minister and will adhere to UUFG policies and procedures and availability of facilities.
8. REVIEW/RENEWAL: This agreement will be reviewed annually. Renewal is ongoing.