



Unitarian Universalist Fellowship of Gainesville

UUFG Governing Board Meeting Agenda

June 6 – 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. Minister & Staff Report (Att. 1)
 - b. Treasurer's Report (Att. 2)
 - c. Minutes of May 2, 2022 Board Meeting (Att. 3)
 - d. Fellowship Council Report (Att. 4)
 - e. Personnel Committee Report (Att. 5)

Motion: *To approve the consent agenda*

4. [6:55 pm] Discussion, Action Items, Visioning 30 min
 - a. Discuss: *Unlocking the Power of Covenant*
 - b. Year-end Ministerial Assessment

- [7:25 pm] *Management and Facilities* 15 min
 - c. Update on Rentals and Guidelines

- [7:40 pm] *Leadership and Governance* 10 min
 - d. Nomination for Foundation Board (Att. 6)

Motion: *To approve nomination*

 - e. Thank you to the current board for all their work this year

5. [7:50 pm] Wrap up 15 min
 - a. Emerging Concerns
 - b. Calendaring and Action Items
 - c. Gratitudes
 - d. Board Process - external observer
 - e. Personal Check-out
 - f. Next meeting August 22, 2022

6. [8:00 pm] Adjournment

Have a great summer!



Unitarian Universalist Fellowship of Gainesville

To: Governing Board
From Minister & Staff
Date: 6/2/2022
RE: Monthly Report for May 2022

Membership

Our database currently shows 150 members, down from 151 members as reported in April. Gilda Sall-Griffin resigned her membership.

We have 27 supporting friends, down from 28 last month.

Last year's membership in April was 155.

April Attendance

Sundays, April 2022 – All our services were held each Sunday inside the Sanctuary as we consolidated seating and reset the wall between the Phillips Hall and the Fellowship Hall. Our April 24 service Installation service for Rev. Christe Lunsford generated attendance bumps for both in person and online numbers.

- Average in person attendance: 78
- Average YouTube visits: 110
- Total average participation: 188
- Our YouTube channel now has 188 subscribers.

Date	YouTube	In-Person Attendance	Total
4/3/2022	59	66	125
4/10/2022	75	67	142
4/17/2022	91	75	166
4/24/2022	215	105	320

Sundays, April 2021 – Our services were solely online via Facebook and YouTube. The four services averaged 265 clicks. We had 103 YouTube subscribers.

Date	Facebook	YouTube	Total
04/04/2021	277	44	321
04/11/2021	188	49	237
04/18/2021	215	48	263
04/25/2021	196	43	239

Attendance

04/02/2022	Friends of the Courtyard	P Caren	
04/03/2022	Sunday Service - in person		66
04/03/2022	Sunday Service - online		59
04/03/2022	Religious Education	H Arata	3
04/04/2022	Social Justice Informal Meeting	M Bahr	8
04/05/2022	Morning Meditation	P Turner	9
04/05/2022	Worship Team	L Stewart	8
04/07/2022	Chalice Choir	D Nirenberg	
04/08/2022	Messy Playdate	L Chase	
04/08/2022	TGIF	P Koulias	
04/09/2022	Buildings & Grounds Work Morning	M Roberts	
04/10/2022	Sunday Service - in person		67
04/10/2022	Sunday Service - online		75
04/10/2022	Religious Education	H Arata	1
04/10/2022	Newcomer Orientation	J Kendall	7
04/12/2022	Morning Meditation	P Turner	9
04/12/2022	Fellowship Council	D DePuydt	11
04/13/2022	UUFG Art/Craft Discussion Group	D Willkomm	
04/14/2022	RELATE	L Stewart	
04/14/2022	Maundy Thursday service	C Lunsberg	5
04/14/2022	Choir Rehearsal	D Nirenberg	16
04/15/2022	Messy Playdate	L Chase	25
04/16/2022	UU Book Circle	M Soles	
04/17/2022	Sunday Service - in person		75
04/17/2022	Sunday Service - online		91
04/17/2022	Religious Education	H Arata	2
04/17/2022	Literati	L Stewart	9
04/18/2022	Popcorn & a Movie		
04/19/2022	Morning Meditation	P Turner	6
04/20/2022	Safety Committee	J Coron	6
04/20/2022	Touchstones Discussion Group	D Neill-Mareci	6
04/21/2022	Chalice Choir	D Nirenberg	
04/24/2022	Installation		105
04/24/2022	Installation online		215
04/26/2022	Morning Meditation		7
04/26/2022	Humanist Circle		
04/27/2022	UUFG Art/Craft Discussion Group		4
04/27/2022	Young Adult Group		
04/28/2022	Chalice Choir		
04/29/2022	Messy Playdate	L Chase	12

UUFG Office Notes

Rentals

Recent rentals include a concert on May 8. The Gainesville Bridge Club continues to meet every Monday and has begun weekly Friday afternoon sessions. Florida Native Plant Society rented in May and expects to resume meeting here in September. We also negotiated a contract with Weight Watchers to use our Phillips Hall for multiple weekly meetings starting on Tuesday, June 21. Because of their regular usage, we will leave 20 blue cushioned chairs set out for WW and provide space for some of their supplies. Planned Parenthood will begin monthly meetings at UUFG in June in classroom 6. A concert is scheduled for Friday, June 10.

UUFG Building Usage

Coffee hours have resumed following Sunday services. Consequently, we recruited volunteers to move the large tent to abut the Phillips Hall entrance in order to facilitate outdoor gatherings.

Mailings & Communications

We sent the April Touchstones journals. Cam sent out anniversary letters to all members who have joined the Fellowship in May, continued creating the PDF agendas and attachments for the board that we email to the congregation, created weekly Gazettes and Chalice Connections as well as other MailChimp campaigns to advertise Fellowship-related events such as our annual Congregational Meeting. He created an online forms for absentee ballots, etc.

Cam updated the website to reflect Heather Arata's change of employment status, and he created a page for the open Director of Religious Education position. Questions remain about how to create a "members section" and how we are going to manage our listservs and email addresses, which remain on our original server.

Finance

Cam reconciled bank accounts, paid bills, and provided supporting information to Rose Cole and Rev. Christe concerning donations and various expenses to help them create a budget for our upcoming fiscal year.

Safety Committee

Our Safety Committee met in May via Zoom. A highlight of the meeting was an interview of Vic Harrell as he described a disturbance that he and Tom Mareci managed during a worship service back during Rev. Meredith Garmon's tenure.

Facilities

Rev. Christe and Marilyn Roberts are in the process of installing new cabinets along the south wall of the Phillips Hall. In advance of this work, we are having electricians move an outlet and a emergency light. The electricians will also install a new outlet outside of the Phillips Hall to use with outdoor coffee hour gatherings. We also have some plumbing and fire system repair scheduled.

Office Help

Liz Stewart has continued volunteering time in the office to assist with a variety of tasks, taking phone calls during our Tuesday staff meetings and assisting with Touchstone mailings and other rolls.

Possible tasks suitable for volunteer assistance include:

Touchstone Journal – printing, envelope stuffing, mailing

Anniversary and other letters – printing, mailing, etc.

Facebook – updating events and monitoring social media activity

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

Updating our website with the latest events.

Unitarian Universalist Fellowship - Gainesville FL									
Treasurer's Report as of April 2022 for General Fund									
Friday, May 13, 2022									
Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Over/Under YTD	Annual Budget	Annual Budget	
		April						Remaining	
Income									
Income to General Fund									
Sustaining Gifts-Members & Friends									
4.100.030	Current Years Pledges	23,735.37	23,000.00	177,870.83	230,000.00	(52,129.17)	276,000.00	98,129.17	
4.100.050	Sunday Collect/Unidentified G	1,908.81	1,250.00	14,131.51*	10,000.00	4,131.51	12,500.00	(1,631.51)	
	Total Sustaining Gifts-Members & Friends	\$25,644.18	\$24,250.00	\$192,002.34	\$240,000.00	(\$47,997.66)	\$288,500.00	\$96,497.66	
Miscellaneous Income									
4.100.210	Rental Income	877.50	1,667.00	2,722.50	8,335.00	(5,612.50)	11,667.00	8,944.50	
4.100.300	Special Activities-Auction	0.00	0.00	0.00	10,000.00	(10,000.00)	15,000.00	15,000.00	
4.100.330	Interest	2.50	6.00	37.99	60.00	(22.01)	72.00	34.01	
4.100.430	Book Cart Income	0.00	0.00	0.00	666.00	(666.00)	1,000.00	1,000.00	
	Total Miscellaneous Income	\$880.00	\$1,673.00	\$2,760.49	\$19,061.00	(\$16,300.51)	\$27,739.00	\$24,978.51	
	Total Income to General Fund	\$26,524.18	\$25,923.00	\$194,762.83	\$259,061.00	(\$64,298.17)	\$316,239.00	\$121,476.17	
	Total Income	\$26,524.18	\$25,923.00	\$194,762.83	\$259,061.00	(\$64,298.17)	\$316,239.00	\$121,476.17	
Expense									
Expenses from General Fund									
Programs									
5.100.110	Membership	75.00	67.00	107.83	670.00	(562.17)	800.00	692.17	
5.100.120	UU Leadership	0.00	50.00	440.61	500.00	(59.39)	600.00	159.39	
5.100.130	Social Justice	0.00	108.00	1,087.35*	1,080.00	7.35	1,300.00	212.65	
5.100.140	RELATE	0.00	25.00	0.00	250.00	(250.00)	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	0.00	250.00	1,140.81	2,500.00	(1,359.19)	3,000.00	1,859.19	
5.100.270	Background Checks	0.00	0.00	156.45*	0.00	156.45	0.00	(156.45)	
5.100.280	Hospitality Budgeted	0.00	50.00	7.00	400.00	(393.00)	500.00	493.00	
5.100.310	Worship - Sunday Services	0.00	334.00	1,701.82	3,583.00	(1,881.18)	4,500.00	2,798.18	
5.100.320	Music Program	0.00	167.00	2,000.00*	1,670.00	330.00	2,000.00	0.00	
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	1,000.00	(1,000.00)	1,000.00	1,000.00	
	Total Programs	\$75.00	\$1,051.00	\$6,641.87	\$13,203.00	(\$6,561.13)	\$16,550.00	\$9,908.13	
Administration & Operational Support									
5.100.010	Board Discretionary Funds	0.00	25.00	0.00	250.00	(250.00)	300.00	300.00	
5.100.020	Pastoral Care Expense	0.00	17.00	0.00	170.00	(170.00)	200.00	200.00	
5.100.030	Contributions to Reserves	416.67	417.00	4,166.70	4,170.00	(3.30)	5,000.00	833.30	
5.100.520	Denominational Dues	1,371.91	1,372.00	13,719.10	13,720.00	(0.90)	16,463.00	2,743.90	
5.100.525	Insurance	0.00	1,167.00	11,187.43	11,670.00	(482.57)	14,000.00	2,812.57	
5.100.530	Office Expense	917.52	583.00	5,792.90	5,830.00	(37.10)	7,000.00	1,207.10	
5.100.535	Pianist/Accompanist - Contractor	950.00	0.00	2,700.00*	0.00	2,700.00	0.00	(2,700.00)	
5.100.540	Bookkeeper	150.00	208.00	1,487.50	2,080.00	(592.50)	2,500.00	1,012.50	
5.100.545	Telephone & Internet	478.96	661.00	6,125.89	6,610.00	(484.11)	7,935.00	1,809.11	
5.100.550	Utilities - Electricity & Water	1,350.79	1,333.00	13,543.07*	13,330.00	213.07	16,000.00	2,456.93	
5.100.560	Waste Disposal	190.70	189.00	1,638.64	1,842.00	(203.36)	2,220.00	581.36	
5.100.570	Custodial Service	770.00	770.00	7,700.00	7,700.00	0.00	9,240.00	1,540.00	
5.100.572	Custodial Supplies	0.00	63.00	292.02	630.00	(337.98)	750.00	457.98	
5.100.575	Facilities Maintenance	613.94	833.00	9,399.56*	8,330.00	1,069.56	10,000.00	600.44	
5.100.580	Backflow and Fire Suppression	30.00	30.00	3,989.12*	3,109.00	880.12	3,409.00	(580.12)	
5.100.583	Security & Safety	86.99	125.00	642.97	1,250.00	(607.03)	1,504.00	861.03	
5.100.585	Pest Control	0.00	75.00	400.00	1,150.00	(750.00)	1,300.00	900.00	
5.100.595	VANCO and Bank Fees	115.24	140.00	1,222.87	1,400.00	(177.13)	1,680.00	457.13	
	Total Administration & Operational Support	\$7,442.72	\$8,008.00	\$84,007.77*	\$83,241.00	\$766.77	\$99,501.00	\$15,493.23	
Compensation & Related Expenses									
5.100.610	Ministers Salary	1,539.33	1,539.00	15,393.30*	15,390.00	3.30	18,472.00	3,078.70	

Unitarian Universalist Fellowship - Gainesville FL								
Treasurer's Report as of April 2022 for General Fund								
Friday, May 13, 2022								
Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Over/Under YTD	Annual Budget	Annual Budget
		April						Remaining
5.100.620	Ministers Housing Allowance	4,000.00	4,000.00	40,000.00	40,000.00	0.00	48,000.00	8,000.00
5.100.630	Ministers, In Lieu of Self Employment Tax	423.76	424.00	4,237.60	4,240.00	(2.40)	5,088.00	850.40
5.100.640	Ministers Pension Fund	553.93	554.00	5,539.30	5,540.00	(0.70)	6,648.00	1,108.70
5.100.650	Ministers Health Insurance	259.09	811.00	3,100.15	8,110.00	(5,009.85)	9,730.00	6,629.85
5.100.670	Ministers Professional Expenses	133.06	554.00	5,010.08	5,540.00	(529.92)	6,648.00	1,637.92
5.100.680	Contributions to Ministers Sabbatical Fund	575.00	575.00	5,750.00	5,750.00	0.00	6,900.00	1,150.00
5.100.710	Congregational Administrator Salary	2,804.48	3,038.00	30,893.80*	30,380.00	513.80	36,458.00	5,564.20
5.100.712	Congregational Administrator-Professional Expenses	0.00	304.00	100.00	3,040.00	(2,940.00)	3,648.00	3,548.00
5.100.720	Choir Director Salary	1,320.00	1,200.00	4,620.00	9,600.00	(4,980.00)	12,000.00	7,380.00
5.100.722	Music Director's Professional Expenses	839.61	120.00	889.61	960.00	(70.39)	1,200.00	310.39
5.100.725	Pianist/Accompanist - Payroll	0.00	920.00	5,821.86	9,200.00	(3,378.14)	11,034.00	5,212.14
5.100.728	Audiovisual Technician	345.00	455.00	4,473.75	4,550.00	(76.25)	5,460.00	986.25
5.100.731	Director of RE Salary	1,516.80	1,642.00	16,758.20*	16,420.00	338.20	19,706.00	2,947.80
5.100.732	Director of Religious Education-Professional Exp.	0.00	164.00	0.00	1,640.00	(1,640.00)	1,968.00	1,968.00
5.100.740	Child Care	109.40	368.00	682.91	2,944.00	(2,261.09)	3,680.00	2,997.09
5.100.820	Staff Pensions	468.13	455.00	4,681.30*	4,550.00	131.30	5,462.00	780.70
5.100.910	Payroll Tax Expenses	466.31	500.00	4,836.36	4,960.00	(123.64)	5,960.00	1,123.64
	Total Compensation & Related Expenses	\$15,353.90	\$17,623.00	\$152,788.22	\$172,814.00	(\$20,025.78)	\$208,062.00	\$55,273.78
	Total Expenses from General Fund	\$22,871.62	\$26,682.00	\$243,437.86	\$269,258.00	(\$25,820.14)	\$324,113.00	\$80,675.14
	Total Expense	\$22,871.62	\$26,682.00	\$243,437.86	\$269,258.00	(\$25,820.14)	\$324,113.00	\$80,675.14
Difference		\$3,652.56	(\$759.00)	(\$48,675.03)	(\$10,197.00)		(\$7,874.00)	

* = Income/Expense exceeds amount budgeted to date

						Unitarian Universalist Fellowship - Gainesville FL			
						Budget Variance Report			
						April 2022			
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				There were two non-members that made generous donations this month.				
Miscellaneous Income									
4.100.210	Rental Income				Under budget due to Covid restrictions.				
4.100.300	Special Activities-Auction				An auction has not been held this year due to Covid				
4.100.330	Interest								
4.100.430	Book Cart Income				Under budget as book cart has been closed due to Covid restrictions.				
Expense									
Expenses from General Fund									
Programs									
5.100.110	Membership								
5.100.120	UU Leadership								
5.100.130	Social Justice								
5.100.140	RELATE								
5.100.150	CUUPS								
5.100.240	RE Program Activities								
5.100.270	Background Checks				Money was not budgeted for background checks. Choir Director, pianist, and child care worker has been hired this year.				
5.100.280	Hospitality Budgeted								
5.100.310	Sunday Services								
5.100.320	Music Program				Over budget primarily due to interviewing a prospective musicdirector In September with 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								
5.100.430	Book Cart Expense								
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								
5.100.535	Pianist/Accompanist - Contractor				A pianist has been hired, but is an independent contract not a salaried employee. See budget for pianist below.				
5.100.540	Bookkeeper								
5.100.542	Audiovisual Contractor								
5.100.545	Telephone & Internet								
5.100.550	Utilities - Electricity				Slightly over budget				
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. Jan - an air scrubber was installed in choir room and light bulbs were purchased. In Feb the office fan motor & thermostat was replaced. Plumbing repair.				
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 April 2022						
Friday, May 13, 2022						
Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.100.100	General Fund Balance	28,613.41	26,524.18	22,871.62	0.00	32,265.97
3.100.301	Ministers Discretionary Pass Through Fund Balance	65.00	215.00	0.00	0.00	280.00
3.100.321	Minister's Sabbatical Fund Balance	19,007.58	0.00	0.00	575.00	19,582.58
3.202.100	Music Support Fund	1,416.00	0.00	556.00	0.00	860.00
3.203.110	Memory Garden Fund	1,947.11	0.00	207.00	0.00	1,740.11
3.203.120	Courtyard Fund Balance	4,687.05	0.00	45.00	0.00	4,642.05
3.204.110	Book Cart Fund	10.00	14.00	0.00	0.00	24.00
3.206.100	Foundation Grants					
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	1,728.92	0.00	0.00	0.00	1,728.92
3.206.173	Cabinets for Social Hall (grant) Balance	0.00	4,200.00	0.00	0.00	4,200.00
3.206.186	Security (grant) Balance	2,262.17	0.00	0.00	0.00	2,262.17
3.206.187	CPR and First Aid Training (grant) Balance	0.00	525.00	0.00	0.00	525.00
3.206.211	Labyrinth Repair (grant) Balance	2,500.00	0.00	0.00	0.00	2,500.00
3.206.215	Ministerial Installation Fund (grant) Balance	0.00	7,615.00	2,501.82	0.00	5,113.18
3.210.100	CYREC					
3.210.110	RE Fund Balance	2,599.13	0.00	0.00	0.00	2,599.13
3.210.120	Youth Support Fund Balance	1,763.09	0.00	0.00	0.00	1,763.09
3.216.100	Social Justice Fund					
3.216.110	Social Justice Unallocated Funds	2,115.93	0.00	174.48	0.00	1,941.45
3.216.150	Pineridge Fund	1,101.98	0.00	0.00	0.00	1,101.98
3.216.160	Share The Plate Balance	1,392.00	100.00	1,352.00	0.00	140.00
3.400.100	Future Funding & Capital Reserve Accounts Balance					
3.404.110	Res. Fd for Large Scale Maintenance-Balance	52,744.56	0.00	0.00	416.67	53,161.23
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	474,273.85	0.00	9,263.65	0.00	465,010.20
3.500.250	Ministers Discretionary Fund Bank Account Balance	8,009.99	(1,065.00)	0.00	0.00	6,944.99
Total		\$1,776,533.31	\$38,128.18	\$36,971.57	\$991.67	\$1,778,681.59

**Unitarian Universalist Fellowship - Gainesville
Consolidated Fund Narrative Report**

Account #	Account Name	Name	Source	Purpose
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		Music program expenses
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.
	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
3.206.140	UU Leadership Fund - Balance	LDC	Foundation	Classes and training.
3.206.141	OWL Fund (Grant) Balance	Heather Arata	Foundation	OWL training and programs.
3.206.173	Cabinet for Social Hall (grant) Balance		Foundation	To install cabinets in Social Hall for storage
3.206.186	Security Grant Balance	Jeff Dunn & Marilyn Roberts	Foundation	For improvements to the campus as requested by the Safety & Security Committee.
3.206.187	CPR and First Aid Traning (Grant) Balance	Security Team	Foundation	CPR and First Aid Training
3.206.211	Labyrinth Repair (grant) Balance	Debra Neill-Mareci	Foundation	For Labyrinth repairs and maintenance

Unitarian Universalist Fellowship - Gainesville
Consolidated Fund Narrative Report

Account #	Account Name	Name	Source	Purpose
3.206.215	Ministerial Installation (grant) Balance	Debra Neill-Mareci	Foundation	To cover costs for Minister's Installation
	<i>CYREC</i>			
3.210.120	RE Fund Balance	Heather Arata		To benefit children & youth.
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
	<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.
2.216.160	Share The Plate Balance	Alice Primack	Directed Donations	These monies are paid out to approved charities.
	Future Funding & Capital Reserve Accts.			
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. In March sidewalk cement was replaced and the fire circle had concrete installed.
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	Foundation	Foundation	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 April 30, 2022					
Friday, May 13, 2022					
Account #	Account Name	Beginning Balance		YTD Balance	
Assets					
Cash					
1.000.130	Ameris Bank-Checking	120,619.96		79,986.58	
1.000.140	Ameris Bank-Money Market	60,663.23		60,701.22	
	Total Cash	\$181,283.19		\$140,687.80	
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		464,810.20	
1.100.250	Ministers Discretionary Fund Account	9,867.21		6,944.99	
	Total Other Assets	\$525,408.01		\$471,755.19	
	Total Assets	\$1,875,261.20		\$1,781,012.99	
Liabilities					
Current Liabilities					
2.000.110	Accounts Payable/Vendors	3.25		1,354.04	
2.000.115	Accounts Payable/Pass-Through	0.00		953.00	
2.000.120	Payroll Taxes Payable	24.36		24.36	
	Total Current Liabilities	\$27.61		\$2,331.40	
	Total Liabilities	\$27.61		\$2,331.40	
Fund Balance					
3.100.100	General Fund Balance	80,941.00		32,265.97	
3.100.301	Ministers Discretionary Pass Through Fund Balance	239.00		280.00	
3.100.321	Minister's Sabbatical Fund Balance	13,832.58		19,582.58	
3.201.110	Hospitality Fund Balance	63.14		0.00	
3.202.100	Music Support Fund	1,777.28		860.00	
3.203.110	Memory Garden Fund	1,826.31		1,740.11	
3.203.120	Courtyard Fund Balance	3,288.86		4,642.05	
3.204.110	Book Cart Fund	0.00		24.00	
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		1,728.92	
3.206.173	Cabinets for Social Hall (grant) Balance	0.00		4,200.00	
3.206.186	Security (grant) Balance	2,818.17		2,262.17	
3.206.187	CPR and First Aid Training (grant) Balance	0.00		525.00	
3.206.211	Labyrinth Repair (grant) Balance	2,500.00		2,500.00	
3.206.215	Ministerial Installation Fund (grant) Balance	0.00		5,113.18	
	Total Foundation Grants	\$15,880.45		\$18,054.81	
3.210.100	CYREC				
3.210.110	RE Fund Balance	2,454.95		2,599.13	
3.210.120	Youth Support Fund Balance	1,763.09		1,763.09	
	Total CYREC	\$4,218.04		\$4,362.22	
3.216.100	Social Justice Fund				
3.216.110	Social Justice Unallocated Funds	1,745.93		1,941.45	
3.216.150	Pineridge Fund	1,101.98		1,101.98	
3.216.160	Share The Plate Balance	255.01		140.00	

Unitarian Universalist Fellowship - Gainesville FL					
Balance Sheet as of April 30, 2022					
Friday, May 13, 2022					
Account #	Account Name	Beginning Balance	YTD Balance		
	<i>Total Social Justice Fund</i>	<i>\$3,102.92</i>	<i>\$3,183.43</i>		
3.400.100	<i>Future Funding & Capital Reserve Accounts Balance</i>				
3.404.110	Res. Fd for Large Scale Maintenance- Balance	55,538.53	53,161.23		
	<i>Total Future Funding & Capital Reserve Accounts Balance</i>	<i>\$55,538.53</i>	<i>\$53,161.23</i>		
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	465,010.20		
3.500.250	Ministers Discretionary Fund Bank Account Balance	9,867.21	6,944.99		
	Total Fund Balance	\$1,875,233.59	\$1,778,681.59		
	Total Liabilities and Fund Balance	\$1,875,261.20	\$1,781,012.99		

UUFG Governing Board Meeting Minutes 2 May 2022

Board members present: Rose Cole, Diane DePuydt, Bev Giordano, Leah Cobb Lee, Erin Parish, Martha Soles, Chris Vulpe, and Rev Christe Lundgren

Board members absent: none

Congregants present: Harry Mangle, Tim Christy, Sandra Topp, Judith Kendall, Aaron Broadwell

1. Gathering and Meeting Preparation

Welcome, Call to Order, Quorum

- a. Martha called the meeting to order at 6:32 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 roles: Diane is timekeeper; Erin is writing gratitude cards.
- f. Confirm agenda/any updates

2. Congregational Input – Sandra Topp reported that the Personnel Committee is working on the DRE job description, which will be 15 hours per week.

3. Consent Agenda

- a. President's Report (Att. 1)
- b. Minister and staff report (Att. 2)
- c. Treasurer's Report (Att. 3)
- d. Minutes of March 28, 2022, Board Meeting (Att.4)
- e. Fellowship Council Report (Att. 5)
- f. **Motion**: Martha moved to approve the consent agenda; Erin seconded; unanimous vote.

4. Discussion/Action Items/Visioning

- a. *Unlocking the Power of Covenant*- final chapter – no discussion
- b. Year-end Minister's Fellowshiping Review (Att. 6) – Rev Christe discussed the process. The UUA has a prescriptive review process for the first three years of new minister's fellowship. This review process includes a review by the minister, one by the Committee on Ministry (Marilyn Roberts), one from the Board, and a letter from the minister's mentor. These reviews are submitted to the UUA Ministers Fellowshiping Committee (MFC). Board members are to complete the blank form they received (Att. 6), providing narrative comments about congregational involvement, recommendations for ministerial continuing education, and action steps. **Action Plan**: Cam will send Board members the

reviews for the past two years. Rev Christe will send us their notes. Leah will compile Board members' comments and submit them to Rev Christe by June 13.

Management and Facilities:

- c. Update on Rental Agreement and Guidelines – Cam, Rev. Christe, and Leah are still working on this. The Board will revisit this after the Annual Meeting.
- d. COVID policy change: proposed policy change for meetings at UUFG (other than Sunday morning services; masks still needed with indoor singing).

In light of decreased COVID numbers, as reported by the CDC, we are implementing this change: As Unitarian Universalists, we respect both community needs and individual decisions. We know that some UUFG members are re-evaluating their personal responses to the pandemic, given the changed circumstances of the world and the advice of the CDC. Whether you decide to continue masking or you've decided to discontinue masks indoors, you are welcome here. At Sunday morning services, please refrain from singing if you are unmasked. We ask you to be considerate of others and their decisions.

Discussion: Choir wants to continue wearing masks. Leah still thinks we should all be masked indoors. Tell visitors that masks are encouraged, and they are required for singing. Rose asked if we will lose people if we are not all masked. We have an online option for people who won't attend. Rose-shouldn't make arbitrary changes. The CDC now has us in the green risk zone; numbers have dropped, so we're making this change.

Action item: Rev. Christe asked for an email vote from Board members after minutes are distributed. Rev Christe will make the announcement of this policy change.

Leadership and Governance

- e. Policy on Hiring at UUFG under 18 (Att. 7); third reading. There were no objections to changing the age from 18 to 16 for childcare person.
- f. Developing leaders for UUFG – Harry Mangle and Judith Kendall meeting with Rev Christe this week.
- g. Add a liaison to the Board from Social Justice so it has integration in the Board. Discussion: all UUFG committees are supposed to have representatives/liaisons that report to the board. If the Social Justice Committee is singled out to have a liaison on the Board, how will the other committees feel about that? Social Justice is UUFG's link to the

city of Gainesville, whereas other committees deal with work internal to the church. Judith noted that there are program committees and Board committees (trustees are liaisons to these committees). The divide between these types of committees is purposeful. Summary: there will not be a designated social justice liaison on the Board. Martha will add a social justice committee liaison responsibility to a trustee position for the upcoming year.

- h. Focus on democracy. Holdover item from last month's meeting- tabled

5. Wrap Up

- a. Emerging Concerns – Rev Christe reported that Family Promise of Gainesville is planning to resume housing families in congregation facilities. They asked if UUFG wants to house people again in our facility. Is there sufficient support for this project? The task of housing and feeding families at UUFG before COVID was onerous, and we do not have the same level of support now. Our involvement with Family Promise is an outreach of our Social Justice Committee. Summary: This is a volunteer issue rather than a safety (COVID) issue. It will be up to our Social Justice Committee to get the volunteers to make it happen. Action Plan: Rev. Christe will talk with Pat Caren who is UUFG's link to Family Promise.
 - b. Calendaring & Action Items – Our annual meeting is May 22, 2022. The Board will meet via Zoom on May 18 at 4:00 PM to discuss and approve the budget for the upcoming fiscal year. Rose noted that this will be a deficit budget due to increased expenses that are out of our control (e.g., maintenance, utilities).
 - c. Gratitudes– Kristen Flammang's friend Pat Lopez for the green/purple fabric used at the installation; Marilyn Roberts for installation coordination.
 - d. Board Process – no external observer- need to find someone.
 - e. Personal Check-out
6. Adjournment – the meeting adjourned at 8:17 PM. The next regular meeting of the Board will be in the first week of June.

Respectfully submitted,
Beverly Giordano,
UUFG Board Secretary

Fellowship Council Meeting May 10, 2022

Attending: Harry, Liz, Marilyn, Jonathan, Alice, Samara, Bev, Diane

Meeting Summary

Following the member check-in, Diane offered some clarification about the purpose of short monthly reports from the various committees. While these reports are not required, their purpose is to keep the Governing Board apprised of committee activities and issues. So it is beneficial for committees to send in such summaries when applicable.

Annual calendaring for UUFG will be undertaken in June/July and Rev Christe requests that they be given a list of known and desired activities and events from each committee as soon as possible on their return. Harry asked if the FC would be invited to an annual calendaring meeting. Liz said that the worship team was working on the "skeleton" calendar and we would have a chance to put some flesh on the bones later.

Harry presented some new agenda items (see agenda below). Ideas for being more welcoming to visitors included a "buddy bench" to go to for conversation, asking choir and early arrivals to leave more open parking in front for easy visitor access, and welcoming visitors by name as part of the "joys and sorrows" part of the service. Harry said that "Tips" on how to talk with visitors would be submitted to the Gazette by the Membership Committee.

The group agreed that Social Hour is important and that resuming a post-service social hour with light refreshments (and outside gathering similar to the Christge's installation) needs to happen. There were lots of ideas but less clarity on how to make this happen. t.b.d.

There was considerable discussion about how to provide refreshments between the 5/22 service and the Annual Meeting that follows. Everyone seemed to agree that this was important *but ideas about who, what and how were varied*. Complicating this is that Cam is away and there will not be another Gazette until right before that meeting. Eventually, the discussion came down to the following Action Items:

- Liz will write a notice to go into the next Gazette describing our needs.
- Samara will see that this content is distributed to News/Needs and to our social media.
- Alice will ask Fred Judkins if he is willing to resume coffee-making (in general & specifically for 5/22).
- Alice will also talk to Jeanne Gossman about social hour refreshments for 5/22.
- Diane said that since the Annual meeting was a Board function she would communicate to Martha about the need for refreshments (re: budget and coordination.)

The discussion from Widening Circles was postponed until June. Meeting adjourned at 6:37

AGENDA

5:30 Chalice Lighting (volunteer?)

5:35 Check-ins from members

5:50 Q & A on submitted committee reports

6:00 New Business and/or Updates

A. **Update** from Rev, Christe via email:

If folks have events they know they want to do next year to please send me a note so we can block out time on the calendar. I will be able to meet with people after my return as well. But a note first would help deepen that discussion.

B. **New Business** -- Harry

1. The welcoming and engaging visitors by current members on Sunday
2. When and how to begin social hour refreshments?
3. Refreshments between end of service on 5-22-22 and before the Annual Meeting- Anyone organizing them?
4. Board and Council UUFG Calendaring Meeting for 2022-23

6:20 Ongoing Business: Enticing new people for our committees

6:30 Continuing Discussion: *Widening Circles* book, Education for Liberation pp89-100. Read prior to our meeting and mark any sections or quotes for sharing/discussion,

7:00 Closing words and extinguish chalice

COMMITTEE REPORTS

Facilities Report, May 8, 2022

Marilyn Roberts

April was spent preparing our campus for the Installation celebration on April 24th.

Many volunteers helped to clean up our grounds and reopen seldom used parking areas. Canopy tents and tables were erected and packed away again. The courtyard team freshened the plantings to ensure the space was beautiful and healthy.

Unrelated to the celebration, one toilet in the sanctuary men's room was replaced for increased efficiency and reduction of water use.

Tom Bullock made a needed repair to the Kubota mower. Mary Kramek restored two wooden benches. Tom and Debra Mareci cleared and restored the North overflow parking lot.

The Foundation awarded a grant to add storage cabinets to the south wall of the social hall. Facilities volunteers will be called on to assist with installation after the cabinets arrive. The timeline is unknown as of now.

RELATE Update

Samara Powers

RELATE is gearing up for a shift in leadership as Samara reaches the end of her term of service per the Charter. The April meeting covered some goals and concerns about this, including the possibility the committee might disband for lack of participation (Jon has been mostly absent as he navigates some life stuff, and Liz, with her many other hats, cannot be the sole member of RELATE).

We discussed various ways to encourage volunteerism and collegiality, and this dovetailed with some of our projects in progress regarding improving communication pathways among members and between fellowship and public/new visitors. Currently we are working on:

- Website updates with Dianna's help, including updates to the calendar function to make it more robust, and establishing some peer listservs.
- Building a basic back-end for members behind a login wall that can include a form to submit events to the calendar, and
- a place to view committee openings and service opportunities.
- Continuing to support independent fellowship opportunities using the above tools and an end-of-Summer check-in

Our goal is to complete these projects before Samara steps down at the end of June.

Membership Committee Report

Harry Mangle

UUFG Membership, as of May 1st, is 151, four less than last month, as explained below:

On 4/26/22 Barbara Kelleher resigned from membership,

On 4/27/22 Karen and Steve Atlas changed their UUFG affiliation from members to supporting friends.

On 4/27/22 I learned that Susan Chandler has resigned from membership since she has joined the UU Church of Birmingham, AL

UUFG Supporting Friends, as of May 1st is 28:

On 4-26-22 Bill Herring, became a supporting friend.

On 4/27/22 Karen and Steve Atlas changed their status from members to supporting friends.

On April 24th, the *Fourth Sunday Welcome Team* participated in a safety orientation facilitated by members of the Safety Committee. This was the first in a series of training events focused on the “Civil Disturbances” Chapter of the newly revised UUFG Emergency Operation Plan.

On Saturday, May 21st the Membership Committee, in collaboration with Rev Christe and other program leaders will conduct the Path to Membership retreat.

My last day as chair of the Membership Committee will be June 30, 2022, the last day of our congregational 2021-22 year. As of May 9th, I have not found my replacement, although having spoken to several members about this leadership opportunity. Since this committee is critical to the current functioning and future growth of UUFG, I am willing to provide detailed training and mentorship to the next chair or co-chairs.

Two concerns of mine:

- I’ve observed that our current members are not actively seeking out visitors and newcomers (with green name tags) on Sundays before and after services. The responsibility and joy of meeting newcomers and potential members should be shared with the entire congregation not only the Welcome Team members.
- The lack of a social hour after Sunday services does not encourage connections among current members or visitors and newcomers. We need to recruit a coordinator to restart our Sunday Hospitality program, perhaps beginning with refreshments outside until we can return to inside social hour.

Social Justice Report

Alice Primack

Social Justice Council worked with Worship Committee to put on the May 1st **Earth Day Service**. Alice Gridley, our chair of the Climate/Immigration/Environment Focus Group, got our speaker John Englander and worked with Liz Stewart to plan and put on the Service. In addition we have a **Common Read and Discussion** of Englander's book Moving to Higher Ground.

We are doing a soft start to our focus on Democracy, with **Know Your Voting Rights**: continuing weekly updates on the ins and outs of voting in Florida, after most Sunday services. Our official **kick-off** to this campaign will be on June 5 when we again provide the Sunday service. We also urged congregation members to join **UUtheVote** for the first National Day of Action on May 9, to help reach a UU goal of sending 1,000,000 letters to potential voters in the 2022 midterms. Our **movie** of the month on Voter Suppression added to our Democracy focus.

We continue holding an **informal Zoom meeting** each month, in addition to our regular meeting with Agenda that is on the third Sunday of each month.

Social Justice Council co-sponsored the **DRUMM Worship and Fundraiser** service on May 4, provided nationally on Zoom. DRUMM is the Diverse and Revolutionary Unitarian Universalist Multicultural Ministries, a collective of people who identify as People of Color.

Safety Committee

Jonathan Coron

The Safety Committee has been active...

1. All safety-related issues went well for Christie's installation. No problems reported to our group.
2. We are working on a Job Description for Campus Monitors (for Sunday services).
3. We will have a specific location for Incident Report forms for renters. More on this will be discussed at our next meeting.

4. The extremely well attended Mother's Day concert event at the fellowship went very well. No problems. Over one-hundred in attendance and vast majority were not UU members. I stayed until the last moment to make sure the clean-up and lock-up went well.
5. Reminder to all interested: We will be hosting a First Aid class on May 21st from 9-11 at the fellowship and a CPR certification class on June 18th from 9 - 1. Still room for those interested in attending either.
6. Some mock-up designs for Monitor and Usher ID's were reviewed. Cam will speak with Christie about using the machine we already have to try to make the badges.
7. We are still looking for a volunteer Fire Safety Coordinator for the fellowship.

Personnel Committee
May 2022 Report
Submitted by Erin Parish

The Fellowship has received one application for our DRE position.