



# Unitarian Universalist Fellowship of Gainesville

## UUFG Governing Board Meeting Agenda September 26, 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 (external observer, timekeeper, gratitude notes) and any updates
  - f. Assign roles and confirm meeting agenda
  
2. [6:40 pm] Congregational Input 10 min
  
3. [6:50 pm] Consent Agenda 25 min
  - a. Minister & Staff Report (Att. 1)
  - b. Treasurer's Report for August (Att. 2)
  - c. Minutes of August 29, 2022 Board Meeting (Att. 3)
  - d. Revised Minutes of March 28, May 2, June 6 and June 15 Board Meetings (Att 4)
  - e. President's Report (Att. 5)
  - f. Fellowship Council Report (Att. 6)

**Motion:** *To approve the consent agenda*
  
4. [7:15 pm] Discussion, Action Items, Visioning 15 min
  - a. Board Learning Discussion
  - b. Liaison portfolios and monthly reports
  - c. Shared Ministry
  
5. [7:30 pm] Management and Facilities 30 min
  - a. Solar Power Update
  - b. Building Usage – Rentals (Att 7)
  - c. Fundraisers – Cookie Caper & Photography Portrait Event (Att 8)
  
6. [8:00 pm] Leadership and Governance 20 min
  - a. Affirm CYREC members: Diana Hagen, Leah Cobb Lee and Abigail Fletcher
  - b. Affirm Committee on Ministry members: Marilyn Roberts, Mary Anthony, Warren Hodge, & Joanna Lowenstein
  
7. [8:20 pm] Wrap up 10 min
  - a. Emerging Concerns
  - b. Calendaring and Action Items
  - c. Gratitudes
  - d. Board Process – external observer
  - e. Personal Check-out
  - f. Next meeting October 24, 2022
  
6. [8:30 pm] Adjournment



# Unitarian Universalist Fellowship of Gainesville

## Staff Report September 2022

### Membership

Our database currently shows 150 members and 25 supporting friends, unchanged from las month.

### Sunday Service Attendance

#### Sundays, August 2022 –

- Average in person attendance for three Sundays: 55
- Average YouTube visits: 98
- Total average participation for three Sundays: 142

Date	YouTube	In-Person Attendance	Total
8/7/2022	128	47	175
8/14/2022	65	45	110
8/21/2022	99	41	140
8/28/2022	98	Not Available	

#### Sundays, August 2021 –

Our services were solely online via Facebook and YouTube. Average clicks for the five services for 264 visits per service.

Date	Facebook	YouTube	Total
08/01/2021	142		142
08/08/2021	338	71	409
08/15/2021	227	66	293
08/22/2021	185	35	220
08/29/2021	202	52	254

## Attendance

08/02/2022	Worship Team	L Stewart	8
08/06/2022	Friends of the Courtyard	P Caren	5
08/07/2022	Sunday Service - in person		47
08/07/2022	Sunday Service - online		128
08/09/2022	Morning Meditation	P Tuner	8
08/09/2022	Fellowship Council	D DePuydt	7
08/10/2022	Young Adult Group	C Turner	5
08/11/2022	UUFG Men's Lunch Group	T Bullock	3
08/13/2022	Buildings & Grounds Work Morning	M Roberts	6
08/14/2022	Sunday Service - in person		45
08/14/2022	Sunday Service - online		65
08/16/2022	Morning Meditation	P Tuner	7
08/17/2022	Safety Committee	C Pierce	5
08/21/2022	UUFG Foundation	J Gossman	5
08/21/2022	Sunday Service - in person adult		35
08/21/2022	RE	J Chase	3 + 3 adult
08/21/2022	Sunday Service - online		99
08/21/2022	Social Justice Circle	A Primack	9
08/21/2022	Literati Book Club	L Stewart	9
08/23/2022	Morning Meditation	P Tuner	9
08/23/2022	LDC	J Kendall	6
08/24/2022	Young Adult Group	C Turner	4
08/25/2022	Chalice Choir Rehearsal	D Nirenberg	14
08/27/2022	Fellowship Council Retreat	D DePuydt	12
08/28/2022	Sunday Service - in person		Not available
08/28/2022	RE	J Chase	1 + 2 adult
08/28/2022	Sunday Service - online		98
08/29/2022	Governing Board	B Giordano	14
08/31/2022	Safety Committee - EOP	C Pierce	4

## UUFG Office Notes

### UUFG Building Usage

Aside from our Sunday services, our Fellowship calendar shows increasing campus and building use.

- Messy Playdates meets once monthly on our playground.
- Young Adult Group meets twice weekly in the Phillips Hall.
- Touchstones Discussion has resumed monthly meetings in the Common Room,
- Our Tuesday Meditation Group plans to begin holding hybrid meetings in the Common Room starting in several weeks. They have tested out the computer and their camera in the Common Room
- We successfully hosted Emma's Revolution on September 11, our first concert of the year.\
- Sunday usage of classrooms and Common Room now starts at 10 am on Sundays
- Other upcoming events include: Dragons Love Tacos, Truck or Treat, Tret Fure Concert, Singing Solstice Ritual, CUUPs Fire Circles

**Personnel**

Our Personnel Committee has been busy interviewing prospective childcare providers to help meet our Fellowship's need for childcare coverage at more events.

Cam has run multiple background checks for our Religious Education program facilitators.

**Religious Education**

Religious Education on Sunday's has begun meeting at 10am.

There are both children's RE and adult RE options available.

Youth group has begun to meet after service. There are plans for a lock in and a con later this year.

James needs more RE facilitators as the program grows and as we begin to plan to offer OWL for all ages.

**Music**

Derek has been developing music to support events on campus.

**Mailings & Communications**

We sent the August Touchstones journals with assistance from Liz Stewart and Norden Lucke.

Cam sent out anniversary letters to all members who have joined the Fellowship in September.

Cam created weekly Gazettes and Chalice Connections, etc. except for the time he was out on bereavement leave.

Cam regularly provided updates to our website, include Foundation page, metaslider, calendar, services, online Gazette, etc. We still need to create a "members section" and decide how we are going to manage our listservs and email addresses, which remain on our original server. Can recommends contracting with someone with expertise in this area if the board

We are beginning work on our fall directory, expecting to send it out in late October or early November.

**Finance**

Cam has reconciled our August banking account statements and included a monthly financial report in the Gazette. He will prepare first quarter statements for the Fellowship in October.

The board is considering forming a finance committee to assist with review and oversight of financial matters.

Rose Cole has reviewed our June and July treasurer's reports.

Cam has worked with the UFG Foundation to help them close out old grant accounts that still had a balance.

**Safety Committee**

Our Safety Committee has begun its annual review of our Emergency Operation Plan, The committee expects to submit a revised EOP for the board's approval later this fall.

## **Facilities**

Gator Fire performed a three-year test of our dry system as well our quarterly test.

Our sprinkler drops over the breezeway are 10 years old, so Gator Fire has pulled four of those drops for external testing. If the tests come back clear, then our dry-system sprinklers is approved for the next ten years. If the test comes back negative (if the pipes show significant corrosion and blockage), then we must replace our dry-system sprinkler drops over our breezeway. Last year, the bid for that work was about \$20,000, but we will need to re-bid that work.

Later this fall, Gator Fire will perform a mandatory five-year test of the entire system (wet and dry).

Melrose Pest Control performed its annual termite inspection and treatment.

## **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

Website – regular review and update assistance

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

Updating our website with the latest events.

## **Note from the Minister**

Beloveds,

Last month I named that there appears to be anxiety in the system – both in the world and in the UUFG community. I also named how sometimes anxiety can produce both excitement and action. In this last month I have seen glimmers of that excitement beginning to manifest into action as members return to a participation level that is just beginning to look like what we had before the pandemic. However, there still seems to be a hesitancy to participate in events outside of Sunday service.

Now, attending Sunday service isn't bad ... but ONLY engaging in Sunday service is not enough to build and sustain the community as a whole. What Sundays do best is invite in seekers that have been looking for a church home. We have had many new people find us since we reopened after lock down and we have many that are just now coming in person after watching online most of this time. This is exciting. But those new to our community should not be the ones creating events and classes for the community, not yet. We want to welcome new folx, orient them, and get them involved in ways that are grounded and not overwhelming, while giving space for them to share their gifts and talents. It is this way that we are able to sustain that initial excitement.

Another way we are attempting to convert anxiety into excitement and action is by promoting our activities in our congregational publications. The metrics reports for the Gazette, Chalice Connections and occasional Mailchimp emails are showing a lack of engagement, which is concerning. This means that folx may be opening emails but they are not clicking through to more information.

There are other ways to know what is happening at the Fellowship. One in particular is the online calendar that is on our website. This too is underutilized. I can't stress enough how it is imperative for leaders to check the calendar and actively reserve space for meetings. There are operational things

like repairs, upgrades, cleaning and waxing floors, among others, that are scheduled based on events listed on the calendar. Your event should be there too. Even online meetings should be listed so that the community knows about them and can participate fully.

My requests and pleas may seem obvious to many of you. But because the pandemic took away our standard operating procedures and habits of how we are with one another we all need the reminders. So as with any change, I ask you to lean in – question your own commitment levels, take a risk and show up anyway, you might just need a reminder of why you belong to this community – how it feeds you and what gifts you bring to make it whole.

In Faith

Rev. Christe

Unitarian Universalist Fellowship - Gainesville FL									
Treasurer's Report as of August 2022 for General Fund									
Thursday, September 22, 2022									
Account #	Account Name	Period Activity August	Monthly Budget	YTD Balance	Budget YTD	Over/Under YTD+(-)	Annual Budget	Annual Budget Remaining	
<b>Income</b>									
<b>Income to General Fund</b>									
<b>Sustaining Gifts-Members &amp; Friends</b>									
4.100.030	Current Years Pledges	17,715.00	22,980.00	39,664.50	45,960.00	(6,295.50)	275,759.00	236,094.50	
4.100.050	Sunday Collect/Unidentified G	1,092.96	1,250.00	2,006.98	2,500.00	(493.02)	15,000.00	12,993.02	
	<b>Total Sustaining Gifts-Members &amp; Friends</b>	<b>\$18,807.96</b>	<b>\$24,230.00</b>	<b>\$41,671.48</b>	<b>\$48,460.00</b>	<b>(\$6,788.52)</b>	<b>\$290,759.00</b>	<b>\$249,087.52</b>	
<b>Miscellaneous Income</b>									
4.100.210	Rental Income	2,725.00	2,667.00	4,570.00	5,334.00	(764.00)	32,000.00	27,430.00	
4.100.300	Special Activities-Auction	0.00	0.00	0.00	0.00	0.00	15,000.00	15,000.00	
4.100.315	Concert Income	0.00	0.00	0.00	0.00	0.00	2,400.00	2,400.00	
4.100.330	Interest	17.39	3.00	32.86*	6.00	26.86	40.00	7.14	
4.100.430	Book Cart Income	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	
	<b>Total Miscellaneous Income</b>	<b>\$2,742.39</b>	<b>\$2,670.00</b>	<b>\$4,602.86</b>	<b>\$5,340.00</b>	<b>(\$737.14)</b>	<b>\$50,440.00</b>	<b>\$45,837.14</b>	
	<b>Total Income to General Fund</b>	<b>\$21,550.35</b>	<b>\$26,900.00</b>	<b>\$46,274.34</b>	<b>\$53,800.00</b>	<b>(\$7,525.66)</b>	<b>\$341,199.00</b>	<b>\$294,924.66</b>	
	<b>Total Income</b>	<b>\$21,550.35</b>	<b>\$26,900.00</b>	<b>\$46,274.34</b>	<b>\$53,800.00</b>	<b>(\$7,525.66)</b>	<b>\$341,199.00</b>	<b>\$294,924.66</b>	
<b>Expense</b>									
<b>Expenses from General Fund</b>									
<b>Programs</b>									
5.100.110	Membership	47.66	67.00	47.66	134.00	(86.34)	800.00	752.34	
5.100.120	UU Leadership	0.00	50.00	0.00	100.00	(100.00)	600.00	600.00	
5.100.130	Social Justice	374.00	108.00	414.00*	216.00	198.00	1,300.00	886.00	
5.100.140	RELATE	0.00	25.00	0.00	50.00	(50.00)	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	38.18	167.00	38.18	334.00	(295.82)	2,000.00	1,961.82	
5.100.270	Background Checks	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5.100.280	Hospitality Budgeted	0.00	50.00	0.00	100.00	(100.00)	600.00	600.00	
5.100.310	Worship - Sunday Services	67.47	320.00	1,212.22*	640.00	572.22	3,834.00	2,621.78	
5.100.320	Music Program	0.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00	
5.100.410	Canvass Expenses	0.00	0.00	0.00	0.00	0.00	500.00	500.00	
5.100.430	Book Cart Expense	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	
	<b>Total Programs</b>	<b>\$527.31</b>	<b>\$787.00</b>	<b>\$1,712.06</b>	<b>\$1,824.00</b>	<b>(\$111.94)</b>	<b>\$13,184.00</b>	<b>\$11,471.94</b>	
<b>Administration &amp; Operational Support</b>									
5.100.010	Board Discretionary Funds	0.00	25.00	0.00	50.00	(50.00)	300.00	300.00	
5.100.020	Pastoral Care Expense	0.00	17.00	0.00	34.00	(34.00)	200.00	200.00	
5.100.030	Contributions to Reserves	(417.00)	417.00	0.00	834.00	(834.00)	5,000.00	5,000.00	
5.100.520	Denominational Dues	1,437.50	1,438.00	2,875.00	2,876.00	(1.00)	17,250.00	14,375.00	
5.100.525	Insurance	1,227.31	1,500.00	3,678.86	4,000.00	(321.14)	19,000.00	15,321.14	
5.100.530	Office Expense	331.12	583.00	607.12	1,166.00	(558.88)	7,000.00	6,392.88	
5.100.535	Pianist/Accompanist - Contractor	600.00	650.00	900.00	1,300.00	(400.00)	12,200.00	11,300.00	
5.100.540	Bookkeeper	137.50	208.00	275.00	416.00	(141.00)	2,500.00	2,225.00	
5.100.545	Telephone & Internet	485.49	482.00	967.98	1,264.00	(296.02)	7,100.00	6,132.02	
5.100.550	Utilities - Electricity & Water	1,400.63	1,500.00	3,018.09*	3,000.00	18.09	18,000.00	14,981.91	
5.100.560	Waste Disposal	189.58	200.00	385.15	400.00	(14.85)	2,400.00	2,014.85	
5.100.570	Custodial Service	770.00	770.00	1,540.00	1,540.00	0.00	9,240.00	7,700.00	
5.100.572	Custodial Supplies	35.75	69.00	35.75	138.00	(102.25)	825.00	789.25	
5.100.575	Facilities Maintenance	24.88	917.00	1,158.10	1,834.00	(675.90)	11,000.00	9,841.90	
5.100.580	Backflow and Fire Suppression	51.00	270.00	439.50*	320.00	119.50	9,066.00	8,626.50	
5.100.583	Security & Safety	0.00	25.00	0.00	50.00	(50.00)	300.00	300.00	
5.100.585	Pest Control	0.00	0.00	0.00	0.00	0.00	400.00	400.00	
5.100.595	VANCO and Bank Fees	141.96	140.00	245.15	280.00	(34.85)	1,680.00	1,434.85	
	<b>Total Administration &amp; Operational Support</b>	<b>\$6,415.72</b>	<b>\$9,211.00</b>	<b>\$16,125.70</b>	<b>\$19,502.00</b>	<b>(\$3,376.30)</b>	<b>\$123,461.00</b>	<b>\$107,335.30</b>	

Treasurer's Report as of August 2022 for General Fund									
Thursday, September 22, 2022									
Account #	Account Name	Period Activity August	Monthly Budget	YTD Balance	Budget YTD	Over/Under YTD+(-)	Annual Budget	Annual Budget Remaining	
<b>Compensation &amp; Related Expenses</b>									
5.100.610	Ministers Salary	879.50	1,759.00	2,528.67	3,518.00	(989.33)	21,113.00	18,584.33	
5.100.620	Ministers Housing Allowance	2,000.00	4,000.00	6,000.00	8,000.00	(2,000.00)	48,000.00	42,000.00	
5.100.630	Ministers, In Lieu of Self Employment Tax	211.88	441.00	635.64	882.00	(246.36)	5,289.00	4,653.36	
5.100.640	Ministers Pension Fund	553.93	461.00	1,107.86*	922.00	185.86	5,530.00	4,422.14	
5.100.650	Ministers Health Insurance	371.98	768.00	856.85	1,536.00	(679.15)	9,212.00	8,355.15	
5.100.670	Ministers Professional Expenses	1,764.06	576.00	1,764.06*	1,152.00	612.06	6,913.00	5,148.94	
5.100.680	Contributions to Ministers Sabbatical Fund	0.00	598.00	598.00	1,196.00	(598.00)	7,176.00	6,578.00	
5.100.710	Congregational Administrator Salary	2,187.84	3,160.00	5,024.32	6,320.00	(1,295.68)	37,916.00	32,891.68	
5.100.712	Congregational Administrator-Professional Expenses	0.00	316.00	0.00	632.00	(632.00)	3,792.00	3,792.00	
5.100.720	Choir Director Salary	0.00	0.00	0.00	0.00	0.00	24,000.00	24,000.00	
5.100.722	Music Director's Professional Expenses	0.00	0.00	0.00	0.00	0.00	2,400.00	2,400.00	
5.100.725	Pianist/Accompanist - Payroll	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5.100.728	Audiovisual Technician	183.75	455.00	386.25	910.00	(523.75)	5,460.00	5,073.75	
5.100.731	Director of RE Salary	0.00	0.00	0.00	0.00	0.00	12,000.00	12,000.00	
5.100.732	Director of Religious Education-Professional Exp.	0.00	0.00	0.00	0.00	0.00	1,200.00	1,200.00	
5.100.740	Child Care	145.86	368.00	384.54	736.00	(351.46)	4,416.00	4,031.46	
5.100.820	Staff Pensions	316.00	316.00	632.00	632.00	0.00	3,792.00	3,160.00	
5.100.910	Payroll Tax Expenses	192.58	529.00	443.33	1,058.00	(614.67)	6,344.00	5,900.67	
	<b>Total Compensation &amp; Related Expenses</b>	<b>\$8,807.38</b>	<b>\$13,747.00</b>	<b>\$20,361.52</b>	<b>\$27,494.00</b>	<b>(\$7,132.48)</b>	<b>\$204,553.00</b>	<b>\$184,191.48</b>	
	<b>Total Expenses from General Fund</b>	<b>\$15,750.41</b>	<b>\$23,745.00</b>	<b>\$38,199.28</b>	<b>\$48,820.00</b>	<b>(\$10,620.72)</b>	<b>\$341,198.00</b>	<b>\$302,998.72</b>	
	<b>Total Expense</b>	<b>\$15,750.41</b>	<b>\$23,745.00</b>	<b>\$38,199.28</b>	<b>\$48,820.00</b>	<b>(\$10,620.72)</b>	<b>\$341,198.00</b>	<b>\$302,998.72</b>	
	<b>Difference</b>	<b>\$5,799.94</b>	<b>\$3,155.00</b>	<b>\$8,075.06</b>	<b>\$4,980.00</b>		<b>\$1.00</b>		
* = Income/Expense exceeds amount budgeted to date									

		<b>Unitarian Universalist Fellowship - Gainesville FL</b>	
		<b>Budget Variance Report</b>	
		<b>August 2022</b>	
<b>Account #</b>	<b>Account Name</b>		
<b>Income</b>			
<b>Income to General Fund</b>			
<b>Sustaining Gifts-Members &amp; Friends</b>			
4.100.030	Current Years Pledges	About \$5000 under budget for the month and about \$6300 for the year	
4.100.050	Sunday Collect/Unidentified G	Sunday donation totals are \$157 under budget for the month and \$493 for the year	
<b>Miscellaneous Income</b>			
4.100.210	Rental Income	Slightly over budget for the month and under \$764 for the year.	
4.100.300	Special Activities-Auction		
4.100.330	Interest		
4.100.430	Book Cart Income		
<b>Expense</b>			
<b>Expenses from General Fund</b>			
<b>Programs</b>			
5.100.110	Membership		
5.100.120	UU Leadership		
5.100.130	Social Justice	Susan B. Anthony event co-sponsorship & uuthevote expenses	
5.100.140	RELATE		
5.100.150	CUUPS		
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		
5.100.410	Canvass Expenses		
5.100.420	Fundraising Expenses		
5.100.430	Book Cart Expense		
<b>Administration &amp; Operational Support</b>			
5.100.010	Board Discretionary Funds		
5.100.020	Pastoral Care Expense		
5.100.030	Contributions to Reserves	Monthly payment	
5.100.520	Denominational Dues	Monthly payment	
5.100.525	Insurance	Monthly payment - premiums have risen slightly	
5.100.530	Office Expense		
5.100.535	Pianist/Accompanist - Contractor		
5.100.540	Bookkeeper		
5.100.542	Audiovisual Contractor		
5.100.545	Telephone & Internet		
5.100.550	Utilities - Electricity	Due to inflation, our monthly utilities payments have risen	
5.100.560	Waste Disposal		
5.100.570	Custodial Service		
5.100.572	Custodial Supplies	Have not had to purchase much new stock of supplies.	
5.100.575	Facilities Maintenance	Reletively few expenses this August	
5.100.580	Backflow and Fire Suppression	Fire alarm permit & monitoring fee	
5.100.583	Security		
5.100.585	Pest Control		
5.100.595	VANCO and Bank Fees		
<b>Compensation &amp; Related Expenses</b>			



Unitarian Universalist Fellowship - Gainesville FL						
Consolidated Fund Activity Report for August 2022						
Thursday, September 22, 2022						
Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.100.100	General Fund Balance	44,900.65	21,550.35	15,750.41	(1,015.00)	49,685.59
3.100.301	Ministers Discretionary Pass Through Fund Balance	65.00	710.00	65.00	0.00	710.00
3.100.321	Minister's Sabbatical Fund Balance	21,330.58	0.00	0.00	598.00	21,928.58
3.202.100	Music Support Fund	860.00	0.00	0.00	0.00	860.00
3.203.110	Memory Garden Fund	1,628.11	0.00	0.00	0.00	1,628.11
3.203.120	Courtyard Fund Balance	4,219.05	0.00	0.00	0.00	4,219.05
3.204.110	Book Cart Fund	29.00	5.00	0.00	0.00	34.00
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
3.206.141	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	2,795.42	0.00	1,860.20	0.00	935.22
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	97.53	0.00	0.00	0.00	97.53
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	358.33	0.00	0.00	0.00	358.33
3.210.100	<i>CYREC</i>					
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
3.210.160	Playground/Coffee Fund Balance	95.00	0.00	0.00	0.00	95.00
3.216.100	<i>Social Justice Fund</i>					
3.216.110	Social Justice Unallocated Funds	1,823.12	100.00	100.00	0.00	1,823.12
3.216.150	Pineridge Fund	1,101.98	0.00	0.00	0.00	1,101.98
3.216.160	Share The Plate Balance	471.00	295.00	471.00	0.00	295.00
3.400.100	<i>Future Funding &amp; Capital Reserve Accounts</i>					
3.404.110	Res. Fd for Large Scale Maintenance-Balance	54,411.57	0.00	0.00	0.00	54,411.57
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	UUGF Foundation Balance	410,835.17	0.00	0.00	6,753.92	417,589.09
3.500.250	Ministers Discretionary Fund Bank Account Balance	5,304.99	0.00	2,005.00	0.00	3,299.99
	<b>Total</b>	<b>\$1,731,065.88</b>	<b>\$22,660.35</b>	<b>\$20,251.61</b>	<b>\$6,336.92</b>	<b>\$1,739,811.54</b>

**Unitarian Universalist Fellowship - Gainesville  
Consolidated Fund Narrative Report  
August 2022**

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)
3.202.100	Music Support Fund	Derek Nirenberg/Rev Christe		Music program expenses
3.203.110	Memory Garden Fund	Pete Turner & Tamara Evonne	Donations	For the maintenance of the memory garden. This month shows plaque purchase
3.203.120	Courtyard Fund Balance	Pat Caren	Donations	Funds remaining from drive to purchase benches, in addition to improvements and long-term maintenance of the courtyard.
3.204.110	Book Cart Fund	Paul Hargrave	Sales	Book purchase income will be reallocated from this fund into the General Fund.
	<b>Foundation Grants</b>			
3.206.130	Front Sign Repair Fund	Marilyn Roberts	Foundation	Refurbish Front Street Sign (balance remaining)
3.206.131	Office Furniture Replacement	Cam Pierce	Foundation	Replacermnt of Admin office furniture (balance remaining)
3.206.132	Fellowship Hall Door Fund	Marilyn Roberts	Foundation	Add door to audio/visual room (balance remaining)
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. Curriculum was not purchased due to covid. Hopefully we will be able to run OWL this year.
3.206.173	Cabinet for Social Hall (grant) Balance	Marilyn Roberts	Foundation	To install cabinets in Social Hall for storage
3.206.186	Security Grant Balance	Security Team & Marilyn Roberts	Foundation	For improvements to the campus as requested by the Safety & Security Committee (balance remaining)
3.206.187	CPR and First Aid Traning (Grant) Balance	Security Team	Foundation	CPR and First Aid Training (balance remaining)
3.206.211	Labyrinth Repair (grant) Balance	Debra Neill-Mareci	Foundation	For Labyrinth repairs and maintenance
3.206.215	Ministerial Installation (grant) Balance	Debra Neill-Mareci	Foundation	To cover costs for Minister's Installation (balance remaining)

**Unitarian Universalist Fellowship - Gainesville  
Consolidated Fund Narrative Report  
August 2022**

Account #	Account Name	Name	Source	Purpose
	<b><i>CYREC</i></b>			
3.210.120	RE Fund Balance	James Chase/Rev. Christe Lunsford		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
3.201.160	Playground/Coffee Fund Balance	James Chase/Rev. Christe Lunsford		To support playground equipment and supplies
	<b><i>Social Justice Fund</i></b>			
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.
	<b>Future Funding &amp; Capital Reserve Accts.</b>			
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 August 31, 2022				
Thursday, September 22, 2022				
Account #	Account Name		Beginning Balance	YTD Balance
<b>Assets</b>				
<b>Cash</b>				
1.000.130	Ameris Bank-Checking		84,623.42	89,816.15
1.000.140	Ameris Bank-Money Market		60,706.70	60,739.56
		<b>Total Cash</b>	<b>\$145,330.12</b>	<b>\$150,555.71</b>
<b>Fixed Assets</b>				
1.000.310	Building & Land		1,105,900.00	1,105,900.00
1.000.320	Equipment		62,670.00	62,670.00
		<b>Total Fixed Assets</b>	<b>\$1,168,570.00</b>	<b>\$1,168,570.00</b>
<b>Other Assets</b>				
1.000.410	UUFG Foundation		410,635.17	417,389.09
1.100.250	Ministers Discretionary Fund Account		5,044.99	3,299.99
		<b>Total Other Assets</b>	<b>\$415,680.16</b>	<b>\$420,689.08</b>
		<b>Total Assets</b>	<b>\$1,729,580.28</b>	<b>\$1,739,814.79</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
2.000.110	Accounts Payable/Vendors		612.35	3.25
		<b>Total Current Liabilities</b>	<b>\$612.35</b>	<b>\$3.25</b>
		<b>Total Liabilities</b>	<b>\$612.35</b>	<b>\$3.25</b>
<b>Fund Balance</b>				
3.100.100	General Fund Balance		42,625.53	49,685.59
3.100.301	Ministers Discretionary Pass Through Fund Balance		410.00	710.00
3.100.321	Minister's Sabbatical Fund Balance		20,732.58	21,928.58
3.202.100	Music Support Fund		860.00	860.00
3.203.110	Memory Garden Fund		1,740.11	1,628.11
3.203.120	Courtyard Fund Balance		4,219.05	4,219.05
3.204.110	Book Cart Fund		24.00	34.00
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		28.01	28.01
3.206.133	Fire Circle Renovation Fund Balance		755.00	755.00
3.206.141	OWL Fund (Grant) Balance		1,728.92	1,728.92
3.206.173	Cabinets for Social Hall (grant) Balance		3,743.12	935.22
3.206.186	Security (grant) Balance		2,262.17	2,262.17
3.206.187	CPR and First Aid Training (grant) Balance		525.00	97.53
3.206.211	Labyrinth Repair (grant) Balance		2,500.00	2,500.00
3.206.215	Ministerial Installation Fund (grant) Balance		358.33	358.33
		<b>Total Foundation Grants</b>	<b>\$12,433.61</b>	<b>\$9,198.24</b>

Account #	Account Name	Beginning Balance	YTD Balance
<i>3.210.100</i>	<i>CYREC</i>		
3.210.110	RE Fund Balance	2,599.13	2,599.13
3.210.120	Youth Support Fund Balance	1,763.09	1,763.09
3.210.160	Playground/Coffee Fund Balance	95.00	95.00
	<i>Total CYREC</i>	<i>\$4,457.22</i>	<i>\$4,457.22</i>
<i>3.216.100</i>	<i>Social Justice Fund</i>		
3.216.110	Social Justice Unallocated Funds	1,823.12	1,823.12
3.216.150	Pineridge Fund	1,101.98	1,101.98
3.216.160	Share The Plate Balance	96.00	295.00
	<i>Total Social Justice Fund</i>	<i>\$3,021.10</i>	<i>\$3,220.10</i>
<i>3.400.100</i>	<i>Future Funding &amp; Capital Reserve Accounts Balance</i>		
3.404.110	Res. Fd for Large Scale Maintenance- Balance	53,994.57	54,411.57
	<i>Total Future Funding &amp; Capital Reserve Accounts Balance</i>	<i>\$53,994.57</i>	<i>\$54,411.57</i>
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	410,835.17	417,589.09
3.500.250	Ministers Discretionary Fund Bank Account Balance	5,044.99	3,299.99
	<b>Total Fund Balance</b>	<b>\$1,728,967.93</b>	<b>\$1,739,811.54</b>
	<b>Total Liabilities and Fund Balance</b>	<b>\$1,729,580.28</b>	<b>\$1,739,814.79</b>

## UUFG Governing Board Meeting Minutes

29 Aug 2022

Board members present: Tim Christy, Diane DePuydt, Bev Giordano, Leah Cobb Lee, Norden Lucke, Martha Soles, and Rev Christe Lunsford

Board members absent: none

Congregants present: Marilyn Roberts, Judith Kendall, Harry Mangle, Alice Gridley, Cindy Prabst, Lynn Jamieson, and Jeanne Gossman

### Gathering and Meeting Preparation

Welcome, Call to Order, Quorum

- a. Martha called the meeting to order at 6:30 pm. We have a quorum.
- b. Chalice Lighting and Reading by Rev Christe.
- 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: Tim Christy is timekeeper; Bev Giordano is writing gratitude cards; Jeanne Gossman is external observer.
- f. Confirm agenda/any updates

### 2. Congregational Input

- a. Rental rates – Lynn Jamieson spoke about the Veg for Life group's interest in resuming monthly rental of the social hall. This small group of people could pay \$40 rental per meeting (instead of the new \$75 rate). Jamieson also suggested having a vegetarian lunch on Jan 1 for UUFG to facilitate interaction among the two groups. Vote regarding the rental rate will occur at the September Board meeting.
- b. Solar power report (Att. 1) – Alice Gridley reviewed the status of the solar power project. An estimate for installing panels on a portion of the roof was \$100,000. A second option (\$150,000) is to build a pavilion that would hold half the panels with the rest of the panels being installed on the roof. In the event of re-roofing, it is estimated to cost \$15,000 to replace the panels after new shingles are installed. Gridley estimates that this capital project would require fundraising for \$100,000. Discussion: Could UUFG take out a mortgage to pay for this project? Does the roof have enough sun exposure for solar panels to be cost effective? Will any interior space be required for equipment. Should this project be turned over to a task force? Inverters tied to each panel would reduce space required for the equipment. Jay Whitehead volunteered to work on the project. We would need to talk to our insurance company about the impact of installing solar panels on our roof warranty. Alice will obtain two more estimates from solar companies and will wait for the Board's decision about pavilion.

Other issues brought forth by congregants present: RE time change; choir director now having the title of music director. Rev Christe said these changes were discussed last year when the Board developed the budget. Judith stated there should be more transparency with the congregation on decisions such as these. The DRE decision was an e-vote by the Board.

3. Consent Agenda – modification – Rev Christe’s surname has been spelled incorrectly in previous minutes and needs to be corrected. Giordano will make these corrections and submit the corrected minutes to the UUFG office.
  - a. Ministerial & Staff Report (Att. 2)
  - b. Treasurer’s Report for June (Att. 3)
  - c. Treasurer’s Report for July (Att. 4)
  - d. Minutes of June 6, 2022, Board Meeting (Att. 5)
  - e. Minutes of June 15, 2022, Board Meeting (Att. 6)
  - f. Fellowship Council Report (Att.7)
  - g. President’s Report (Att. 8)

**Motion:** Martha moved to approve the consent agenda. Diane seconded; approved unanimously.
4. Discussion/Action Items/Visioning
  - a. Membership Report (Att. 9) – Harry Mangle noted that two members who had asked to be moved to “supporting friends” elected to remain in membership. The Board affirmed keeping these two people in membership.
  - b. Time change for RE – parents suggested time change to allow RE to last longer each Sunday. UUFG will offer adult RE at the same time (10 AM). Children will come into service with everyone at 11 AM and then go back out. Diane expressed concern about the decision process and asked how many parents were queried and if we have space for adult RE. Rev Christe explained that the idea of changing RE time began before COVID and has been resurrected since we opened back up. The old time slot (11 AM) did not allow enough time for children’s RE. Parents want their children to have a relationship with Rev Christe, which the new time schedule permits. There is space for at least two adult classes running concurrently with the children’s classes. Safety and security team/RE monitor may have to be expanded or recruit more people or ask parents to fulfill this function. Rev Christe’s main concern is the impact on choir, which arrives at 10 AM for rehearsal. Choir members would have to come in at 9 AM for rehearsal, then attend RE at 10 AM, and then be here at 11 AM for service.
  - c. Hospitality. Diane noted that the Hospitality hour following weekly services has been a problem. The Fellowship Council is trying to deal with it. People have been voluntarily dropping off food. Clean up has been ad hoc. **Plan:** Rev Christe will discuss with the worship team the suggestion about announcing during the service the need for help with cleanup.

*Management and Facilities:*

- d. Grounds – Marilyn reported that the cabinet system has been installed in the social hall. Sparkle Saturdays have had low attendance this summer. The old lawn mower needed repairs, estimated at \$1,100. Tom Maraca and Debra Neill-Mareci rebuilt and replaced all the parts for \$300-\$400 and tuned up the engine. Marilyn and Rev Christe have been working on decluttering spaces. Painting needs to be done (doors); exterior walls need to be repainted. A large wagon to haul branches is on the wish list. Management of water run-off (not gutters) is an ongoing concern.
- e. Rental best practices – Rev Christe noted that we do have best practices for rentals. The consent agenda that was approved at this meeting has a report of the task force on rentals. Cam and Rev Christe manage the rentals. The one outstanding issue is that we are not enforcing the provision that a congregational member must be present as a safety and security person/monitor for rental events. This is especially pertinent for one-time rentals. At present, there are four pending contracts that will require a UUFG member to be present in this capacity. **Plan:** Rev Christe will ask the Safety/Security Task Force to place this issue on their next meeting agenda. The Veg for Life rental question will be discussed at the Board retreat.

#### *Leadership and Governance*

- f. New Treasurer – should we consider outsourcing this position?
- g. Working together with Foundation to approve projects in September – Applications due Oct 15 for fall grant cycle. Jeanne Gossman stated there is a new explanation page to help people applying for grants. Some funds previously approved have not been used (e.g., ministerial installation, front sign, facility security, OWL fund, labyrinth, CPR). The Foundation will ask grantees for progress report and put cash exchange back into the Foundation. Process for new applications: applicants send applications to the Foundation, which then forwards them to UUFG Board President for Board signature/FYI review at the Oct 26 UUFG Board meeting; Foundation reviews the applications at its Oct 30 meeting.
- h. Finance Team is still needed to review finances.
- i. Membership Leader – still needed
- j. Article 2, UUA Mission and Covenant is under revision this year. This may change our identity (addition of an 8<sup>th</sup> principle?)
- k. Board Retreat, Sept 10, 9 AM to noon, at UUFG; bring governance book

#### 5. Wrap Up

- a. Emerging Concerns –RE change/process of hiring James Chase – communication process. Getting more people engaged at every level in the

- fellowship, how to do this? Does UUA have tools we can use? Print paper bulletins for Sunday services as we did before COVID (paper waste)?
- b. Calendaring & Action Items – help with post-service hospitality, monitors for rental events
  - c. Gratitudes– Tom Mareci and Debra Neill-Mareci for lawn mower repair
  - d. Board Process – external observer (Jeanne transparency and process re: RE director, choir director to music director unclear to all board members)
  - e. Personal Check-out
6. Adjournment – the meeting adjourned at 8:33 PM. The next regular meeting of the Board will be September 26, 2022.

Respectfully submitted,  
Beverly Giordano,  
UUG Board Secretary

DRAFT

# UUFG Governing Board Meeting Minutes

28 March 2022

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

Board members absent: Chris Vulpe

Congregants present: Alder MoonOak, Jeanne Gossman

## 1. Gathering and Meeting Preparation

Welcome, Call to Order, Quorum

- a. Martha called the meeting to order at 6:34 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; Martha is writing gratitude cards.
- f. Confirm agenda/any updates

## 2. Congregational Input – none

## 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 Feb 28, 2022, Board Meeting (Att.4)
- e. Fellowship Council Report (Att. 5)
- f. Policy for Meeting in Person (Att. 6)
- g. Policy on Childcare Providers (Att.7)
- h. **Motion**: Martha moved to approve the consent agenda; Rose seconded; unanimous vote.

## 4. Discussion/Action Items/Visioning

- a. *Unlocking the Power of Covenant*-Chapters 5 and 6 – what is needed to implement covenants? 1990 was the last time UUA provided education about *covenant*, so it is difficult to have discussions about covenants and covenantal relationships with other congregations. We have lost the relational piece of respecting each other/having civil discourse in the country and within the UU world. How do we regain our relational work? It is difficult to have relationships when we don't see/talk with each other (pandemic). Some people have trouble with the term *covenant*; other words for the same concepts (e.g., community, fellowship) – might be more accessible to people.

Rev Christe commented that this report (Report of the UUA Commission on Appraisal) was based on interviews with a small number of respondents to the call for interviews. There is an overall culture of “nice” – we don’t want to upset anyone, just let it go, not willing to have difficult conversations. It is difficult to do commission work when no one will respond. Extreme positions (e.g., religious right and left) are more powerful when there are no middle - the-road conversations. Will people show up for conversation? Our RELATE team has been trying to get people together for conversation for more than a year, but people do not show up. UUFG’s covenant is years old, but it is supposed to be a living document that can be revisited. UUFG’s covenant is lengthy and couldn’t be recited by a congregation. We don’t often talk about implied covenants (e.g., attire at services, clapping music, talking back to the sermon).

*Management and Facilities:*

- b. Update on Rental Agreement and Guidelines – no update at present. Will revisit next month. We have begun renting to return patrons. Requests coming in frequently.

*Visioning*

- c. Installation of Minister Ceremony update –Debra Neill-Mareci submitted a grant to the UUFG Foundation to cover the expenses of the installation. Ceremony will be inside; reception will be outside. Martha is in charge of the hospitality group. Anticipated attendance 200-300. People can sing as long as they are masked.
- d. Pledges – Pledges – Rose reported that the majority of people have been paying their pledges on time. However, we are \$43,999 under budget in pledges. There are 14 members who have not paid their pledges to date for a total of \$37,593. Rose is working on the budget for next year. General maintenance of the building and grounds are costing more with an aging building.

*Leadership and Governance*

- e. Submissions for Foundation funding – three grant proposals (installation; cabinets for social hall; safety classes) have been submitted to the Foundation but not yet reviewed/signed off on by the Board. Rose stated that the Foundation needs to speak to the congregation, because most people don’t understand the Foundation.
- f. Developing leaders for UUFG – we need people to fill Board positions; Martha has called people, but filling the positions is proving to be a chore. Diane noted that we have an inactive leadership development team that should be doing this work. Need to rewrite the charter of the

Leadership Development Team. The Board should not be doing the recruitment. Rev Christe has a lead on someone for Treasurer. Diane will continue as vice-president; Bev will continue as secretary.

- g. Should someone from Social Justice be a liaison to Board? Social Justice acts as its own entity; need to integrate it back into the Fellowship. Board position vs liaison? Ask Social Justice rep to be an at-large member of the Board or add another Trustee position on the Board? No decision made.
- h. Shared Leadership model – Rev Christe working to educate people about shared leadership. Rev Christe does not need to show up for every event. Every UUFG member has a ministry. How to share this and make it as a model in our congregation? What would it look like to have a co-presidency? Or a Treasurer who doesn't do the bookkeeping/creation of reports? Shared tasks among Board members to spread the work out and make it sustainable.
- i. General Assembly – June 22-26, 2022; need 4 delegates (volunteers or assigned people) in the room for the voting process. Leah was a delegate for the past two years. The meeting will be hybrid this year.
- j. **Action Item**: Cam will send out a request for volunteers. UUFG will try to cover registration costs for people who want to attend in person.
- k. Annual Meeting – proposed date May 22, 2022. Diane and Bev will not be available; could record the meeting for later transcription. By-laws state that we must have an annual meeting in the month of May; may want to amend for more flexibility. Need quorum of the Fellowship.

## 5. Wrap Up

- a. Emerging Concerns – none
  - b. Calendaring & Action Items – May 22 Annual Meeting
  - c. Gratitudes– Judith Kendall for courtyard dedication ceremony
  - d. Board Process – meeting was on time.
  - e. Personal Check-out
6. Adjournment – the meeting adjourned at 8:16 PM. The next meeting of the Board will be on May 2, 2022, at 6:30 PM.

Respectfully submitted,  
Beverly Giordano,  
UUFG Board Secretary

# UUGG 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 Lunsford

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 Flament'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

## UUFG Governing Board Meeting Minutes

6 June 2022

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

Board members absent: Rose Cole

Congregants present: Norden Lucke, Jeanne Gossman

### 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 roles: Diane is timekeeper; Bev is writing gratitude cards; Chris is external observer.
  - f. Confirm agenda/any updates
2. Congregational Input – none.
  3. Consent Agenda
    - a. Ministerial & 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)
    - f. **Motion**: Martha moved to approve the consent agenda; Diane seconded; unanimous vote.
  4. Discussion/Action Items/Visioning
    - a. Board Retreat – there will be an in-person, full-day Board retreat in the near future. Rev Christe will send potential dates to all Board members.
    - b. Year-end Ministerial Assessment – Leah reported that she is compiling all the answers submitted by Board members. The Board will meet (via Zoom) at 6:30 on June 15 to review it with Rev. Christe.

### *Management and Facilities:*

- c. Update on Rental Agreement and Guidelines – Leah, Rose, Cam and Rev Christe will put together the formalized document over the summer. We have taken on several long-term rentals (e.g., Weight Watchers, music rentals). Many of our previous regular rentals are asking about returning plus we have new rentals. Calendar is filling up, so groups within UUFG will need to check with Cam to ensure room is available.

*Leadership and Governance*

- d. Nomination for Foundation Board (Att. 6). **Motion:** Martha moved to accept the nomination of Mary Anthony and appoint her as a new Foundation board member. Erin seconded. Unanimous vote. **Motion:** Martha moved to authorize Cindy Prabst to be the financial agent for the Foundation. Bev seconded. Unanimous vote.
- e. Martha expressed her thanks to the current board for all their work this year. Chris Vulpe and Erin Parish will be leaving the Board when their terms end on June 30, 2022.

## 5. Wrap Up

- a. Emerging Concerns –Rev Christe – upgrade of Social Hall is moving forward. As part of this effort, the book collection needs to be downsized. Books that are not “adopted” will be given to the prison system and Friends of the Library. Books cannot be left out after Sunday service, because a group rents the Social Hall each Monday morning.  
Religious Education spaces also need to be cleaned out.  
Diane stated that the Fellowship Council will devise a plan for ownership of the Sunday social hour following the service. Will need a coordinator for refreshments and clean-up.  
We need a Board Treasurer, as Rose’s term is ending. In the interim, Cam will continue to do many of the job tasks, but we still need someone to reconcile budgets and read/track spreadsheets. Cam will do the reconciliations and reports with Rose overseeing as part of the Finance Team until a new treasurer can be found. We have a hired bookkeeper, but no CPA.
  - b. Calendaring & Action Items – Board Retreat- Tim Christy and Norden Lucke will be new Board members.
  - c. Gratitudes– Lauren Samuels, whose term on the Foundation Board is ending. Norden Lucke for taking minutes at the Annual Meeting.
  - d. Board Process – external observer (Chris) – the meeting was efficient, finishing in less than one hour.
  - e. Personal Check-out
6. Adjournment – the meeting adjourned at 7:29 PM. The next regular meeting of the Board will be August 22, 2022.

Respectfully submitted,  
Beverly Giordano,  
UUGF Board Secretary

## UUFG Governing Board Meeting Minutes

15 June 2022

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

Board members absent: Chris Vulpe

Congregants present: none

Gathering and Meeting Preparation

Welcome, Call to Order, Quorum

- a. Rev Christe called the meeting to order at 6:31 pm. We have a quorum.
  - b. Confirm agenda/any updates
2. Congregational Input – none.
  3. Check signatory
    - a. **Motion**: Bev moved to approve adding Leah as a check signatory; Martha seconded; vote 5-0 with Leah abstaining.
    - b. **Motion**: Bev moved to approve adding Diane as a check signatory; Martha seconded; vote 5-0 with Diane abstaining.
  4. Appoint Warren Hodges to the Leadership Development Council – Harry Mangle and Judith Kendall agreed to resurrect the LDC. Warren agreed to join the Council. **Motion**: Bev moved to approve appointing Warren to the Leadership Development Council; Diane seconded; unanimous approval.
  5. Discussion/Action Items/Visioning
    - a. Year-end Ministerial (Third Year) Assessment – Leah compiled all the answers submitted by Board members. Rev Christe has reviewed the Board’s input. Rev Christe asked Leah to submit the review to UUA.
  6. Wrap Up
    - a. Emerging Concerns – Cam’s father hospitalized. Rev. Christe asked Rose to help with year-end financial tasks that Cam would normally do.
  7. Adjournment – the meeting adjourned at 6:47 PM. The next regular meeting of the Board will be August 22, 2022.

Respectfully submitted,  
Beverly Giordano,  
UUFG Board Secretary

**PRESIDENT'S REPORT**  
**September 26, 2022**  
**UUG Board Meeting**

The Board had a very productive retreat on September 10th. We discussed ways to have a stronger relationship between the Board and the congregation. We want the congregation to be more aware of what the Board is doing. We will be meeting later this year to update the Governance Manual.

The Board also discussed the budget shortfall. There are two concerts planned to help fund the church. We are grateful to the organizers and look forward to good music and being together. We continue to have more people in church. Everyone is happy to see each other again.

In faith,

Martha Soles  
President  
UUG Board

**FELLOWSHIP COUNCIL MEETING**  
**Tuesday, September 13, 2022**

**SUMMARY**

Attending: Alice, Jonathan, Janese, Marilyn, Susan, Beverly, Liz, Diane

The value of the post-service social hour is widely recognized but an on-going system for providing it remains elusive. Fellowship Council continues to informally see that refreshments are provided. Donations of finger foods and beverages has been helped by announcements via News/Needs but responsibility for set up and especially clean-up tends to fall to a few. Discussion centered on how to rotate responsibility and about having posted instructions for set up and especially clean up. Marilyn volunteered to write up some instructions and requested feedback from other FC members. Liz said that she would approach Las Americas, a local bakery, to see about possible donations. The group agreed to reevaluate at the end of September.

There was also discussion and agreement that members would not continue with reading/discussion of the UUA book "Widening Circles of Concern" at this time. Although acknowledged that Rev Christie's perspective on the topics were valuable.

The agenda and committee reports are included below

**AGENDA**

- 5:30 Chalice Lighting
- 5:35 Check-ins from members
- 5:55 Q & A on submitted committee reports
- 6:00 Ongoing and New Business
  - Sunday Social Hour Refreshments System
  - Completing "Widening Circles of Concern"
  - t.b.d.
- 6:55 Review Action items (if applicable)
- 7:00 Chalice Extinguishing

**Committee Reports**

**SAFETY COMMITTEE**

**JONATHAN CORON**

The Safety Committee is currently in the process of updating the safety chapters. One committee person has been assigned to each part of the chapter to review it. Once completed, all chapters will be reviewed as a group by the committee. Finally, the completed work will be submitted to the Board for their review and then formally adopted.

The chapter's, forms and other items will be pilot-tested by others who can be directly impacted so we can be sure the revisions proposed make sense in the real world.

Last week, I met with Reverend Christie to speak about many things. One of those things is to dedicate part of a future service on safety and then to have a safety drill occur during that service. Reverend Christie will determine the service date.

**Worship Committee****Liz Stewart**

The Worship Team continues to amaze and continually outdo themselves!! Several services have become perilously close to not happening because of Covid and just plain 'life-getting-in-the-way' but we are batting a thousand so far! My heartfelt gratitude to Rev. Christe and all the members of the Team for stepping up and making it happen no matter what. As always, Worship is looking forward to more 'on-air' talent and ideas to liven up future services. Hopefully, the influx of recent visitors bodes well for this.

The Fellowship Council gathering on August 25th, attended by ten of us, was a great event. That we decided to make it strictly a celebration rather than a working retreat was delightful. Jonathan volunteered to prepare eggplant Parmesan and several of us helped out. We all brought items for a salad bar. Alice and Marilyn baked gorgeous cakes. We played games, including Jonathan's father-in-law's Sjoelbak, a Dutch board game...sort-of. All agreed it was a great event and helped us get to know one another better, which should facilitate our working together more effectively.

**Social Justice Council Report****Alice Primac**

Social Justice continues to table during coffee hour each Sunday, for our 'Your Vote Matters' Democracy Project. We have volunteers writing letters and postcards to encourage voting, phonebanking and texting, and other volunteer efforts. Just this past Sunday one person brought 80 completed letters and another reported 100 letters ready to mail! We have 240 postcards ready to mail and more in progress.

Our meeting facilitator Mary Bahr is still gone for the summer so we will again meet informally this month to plan for our booth at the Pride Festival on Oct 22, where we will include voter motivation as well as LGBTQ themed activities.

## Rental Overview for September 29 Board Meeting

Regular renters include

- Gainesville Bridge Club
- Paynes Prairie Chapter of the Florida Native Plant Society
- Weight Watchers

Upcoming Concerts include

- Tret Fure, Saturday, November 12, 2022
- Vets for Peace, Saturday, December 17, 2022.
- Capella Nova, Saturday, December 10, 2022
- Finn Magill, Saturday, February 11, 2023
- Annasemble, Sunday, Sunday, May 21, 2023

Recent rental: Memorial service in the Phillips Hall for Ray LaFontaine

Upcoming rental: Lifeline Screening, Wednesday, October 5, 2022

### **Rental Rates (2 hour minimum)**

- Sanctuary: \$75/hr
- Phillips Social Hall: \$35/hr
- Kitchen: \$35/hr
- Common Room: \$25/hr
- Classroom: \$15/hr
- Courtyard: \$40/hr
- Playground: \$15/hr
- Choir Room is not currently rentable, but has a listed rate of \$25/hr

## Proposed Fundraisers

### Cookie Caper 2022

Social Justice Council would like to hold our annual Cookie Caper fundraiser in December again this year. We would offer for sale pre-packaged cookies prepared by our Social Justice group. We have not discussed a date, but we usually do this after a Sunday service in early December.

### Photography Event

James Chase has volunteered to offer a fundraiser during the month of November. This would raise funds for the congregation at large, or for the RE Program.

Specifically, a 4 hour photography event, with 12 15-minute slots available. Each slot will be scheduled in advance, and paid in full prior to the session. Each slot is \$50, and will include a minimum of 20 fully edited family/group photos, to be delivered digitally in print quality with a print release.

These sessions are ideal for Holiday cards, or just to have updated professional quality pictures of family and friend groups.

Each group session may include up to 6 faces, two sessions may be purchased by one group if it exceeds 6 people.

Hosting at the same time as another event would allow for folks to mingle as they wait for their session, and after. Possibly Thanksgiving?

See link below for photography business page.

<https://www.facebook.com/ljchasephoto>