

UUFG Governing Board Meeting Agenda

June 26, 2023 – 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 15 min
 - a. Staff Report (Att. 1)
 - b. Treasurer's Report for May (Att. 2)
 - c. Minutes of May 22, 2023 Board Meeting (Att. 3)
 - d. Fellowship Council Report for June 13th Meeting
4. [7:05 pm] Discussion, Action Items, Visioning 25 min
 - a. Hourly rate for childcare workers – Mary Anthony (Att. 4 Finance Committee Rpt.)
 - b. Masking policy – Diane DePuydt
 - c. Juneteenth staff holiday – Leah Cobb Lee
5. [7:30 pm] Management and Facilities 15 min
 - a. Rental rate for AA group – Martha Soles
 - b. Solar panel account update – Mary Anthony
6. [7:45 pm] Leadership and Governance 15 min
 - a. Interim Minister search update – Mary Anthony and Norden Lucke
 - b. Interim Minister funding online option – Leah Cobb Lee
 - c. Foundation Director – Martha Soles
7. [8:00 pm] Wrap up 10 min
 - a. Emerging Concerns
 - b. Calendaring and Action Items
 - c. Gratitude notes
 - d. Board Process – external observer
 - e. Next meeting 6:30 pm on July 24th, 2023
8. [8:10] Adjournment



Unitarian Universalist Fellowship of Gainesville

To: Governing Board

From: Staff

Date: June 26, 2023

RE: Staff Report to the Board

Membership

We currently have 152 members having welcomed Deena and José Reyes to membership. We have 25 supporting friends on our rolls, unchanged from last month. Last year at this time we reported 152 members and 26 supporting friends.

Sunday Service Attendance

Sundays, May 2023 –

- Average in person attendance for four Sundays: 71
- Average YouTube visits for four Sundays: 64
- Total average participation for five Sundays: 135
- Current YouTube subscribers: 248

Date	YouTube	In-Person Attendance	Total
5/7/2023	65	73	138
5/14/2023	55	69	124
5/21/2023	81	75	156
5/28/2023	55	66	121

Sundays, May 2022 –

- Average in person attendance: 55
- Average YouTube visits: 85
- Total average participation: 140

Date	YouTube	In-Person Attendance	Total
5/1/2022	91	55	146
5/8/2022	75	62	137
5/15/2022	67	57	124
5/22/2022	100	59	159
5/29/2022	90	40	130

Attendance for May

05/02/2023	Safety Committee	J Coron	5
05/02/2023	Worship Team	L Stewart	10
05/04/2023	Pickleball-4-All	K Flamand	7
05/04/2023	Chalice Choir	D Nirenberg	15
05/06/2023	Friends of the Courtyard	P Maloney	7
05/06/2023	Vets for Peace Poetry Event	M Bahr	175
05/06/2023	Choir Showcase Concert	D Nirenberg	45
05/07/2023	HUUGGs Class	K Anderson	cancelled
05/07/2023	Sunday Service - in person		70
05/07/2023	Sunday Service - online		65
05/07/2023	RE (Messy Sunday)	J Chase	3k
05/07/2023	Congregational Meeting	B Giordano	52
05/08/2023	Finance Committee	J Wright	8
05/09/2023	Meditation	P Turner	7
05/09/2023	Fellowship Council	D DePuydt	6
05/09/2023	Humanist Circle Dinner	A Tweedy	11
05/10/2023	Young Adult Group	K Hagan	5
05/11/2023	UUFG Men's Group	T Bullock	
05/12/2023	TGIF Celebration	R Dinklage	8
05/13/2023	Buildings & Grounds Work Morning	M Roberts	6
05/13/2023	Intergenerational Game Night	Jeff Stevens	2
05/14/2023	Parenting & Religion Class	D Hagan	1
05/14/2023	Sunday Service - in person		65
05/14/2023	Sunday Service - online		55
05/14/2023	RE	J Chase	2k+2y
05/14/2023	CYREC	J Chase	didn't meet
05/16/2023	Meditation	P Turner	7
05/16/2023	Leadership Development Committee	J Kendall	
05/17/2023	UUFG Foundation	J Gossman	
05/17/2023	Touchstone Discussion Group	D Neill-Mareci	5
05/18/2023	Pickleball-4-All	K Flamand	
05/18/2023	Chalice Choir	D Nirenberg	
05/20/2023	UU Book Circle	M Soles	
05/21/2023	HUUGGs Class	K Anderson	5
05/21/2023	Social Justice Conversation	M Bahr	
05/21/2023	Sunday Service - in person		71
05/21/2023	Sunday Service - online		81
05/21/2023	RE	J Chase	2k+2a
05/21/2023	Newcomer Orientation	J Kendall	3
05/21/2023	Social Justice Circle	M Bahr	8
05/22/2023	Governing Board	B Giordano	
05/22/2023	Popcorn & a Movie	M Bahr	
05/23/2023	Meditation	P Turner	8
05/23/2023	Humanist Circle Dinner	A Tweedy	
05/24/2023	Young Adult Group	R Richter	3
05/28/2023	Parenting & Religion Class	D Hagan	

05/28/2023	Sunday Service - in person		65
05/28/2023	Sunday Service - online		55
05/28/2023	RE	J Chase	1a
05/28/2023	QUUTE Luncheon	P Mareno	
05/28/2023	Common Read	M Bahr	
05/02/2023	Safety Committee	J Coron	102

UUFG Office Notes

Travel

Cam is out of the office on family business June 19 through June 23 and again for vacation from July 13 through July 26.

Rentals

Our May rentals included our regular renters: Paynes Prairie Chapter of the Florida Native Plant Society, Gainesville Bridge Club, and Gainesville Handweavers Guild. The Native Plant Society and Handweavers are off for the summer, but plan to meet here starting in the fall as usual.

We rented our Sanctuary for two concerts: Saturday, May 20, for Anastasiya Naplekova piano studio recitals, and the Annasemble Community Orchestra performs in our Sanctuary on Sunday afternoon, May 21.

Mailings & Communications

Cam continues to send the link to monthly Touchstone Journals via MailChimp with some hard copies mailed to a few members who requested that service. He distributed multiple communications via MailChimp and our listservs including various updates.

Cam sent out anniversary letters to all members who have joined the Fellowship in June as well as creating weekly Gazettes and Chalice Connections, etc.

Finance

Cam reconciled our June banking account statement and helped prepare the monthly financial report in the Gazette. He has been working with Mary Anthony as Treasurer and met with Bonnie Chavez, our new bookkeeper who is working with Mignon Craig for training. He has also attended finance committee meetings and with Jim Wright, Finance Committee chair on financial matters as requested.

Safety Committee / Safety Team

Cam regularly attends Safety Committee meetings. At their most recent meeting, they decided to change their name to "Safety Team" as the work "Team" seems more welcoming. David Willkomm and Jonathan Coron, chair, attended an online safety training session through the UUA Central Region. Jonathan has been publishing monthly columns on behalf of the Safety Team in the Gazette.

Office Help

Many thanks to volunteers who are checking messages, gathering mail and walking through the Fellowship during Cam's travels to New Mexico. These volunteers include Tom Bullock, James Chase, Debra Neill-Mareci, Gene Cowell, Diane DePuyt and Mike Hazlett.

Possible tasks suitable for volunteer assistance include:
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

Custodial – checking restrooms, etc., for Sunday services and other events

Updating our website with the latest events

Unitarian Universalist Fellowship - Gainesville FL									
Treasurer's Report as of May 2023 for General Fund									
Thursday, June 8, 2023									
Account #	Account Name	Period Activity May 2023	Monthly Budget	YTD Balance	Budget YTD	Over/Under YTD+(-)	Annual Budget	Annual Budget Remaining	
Income									
Income to General Fund									
Sustaining Gifts-Members & Friends									
4.100.030	Current Years Pledges	12,791.39	22,980.00	268,566.72*	252,780.00	15,786.72	275,759.00	7,192.28	
4.100.050	Sunday Collect/Unidentified G	760.00	1,250.00	17,005.43*	13,750.00	3,255.43	15,000.00	(2,005.43)	
	Total Sustaining Gifts-Members & Friends	\$13,551.39	\$24,230.00	\$285,572.15*	\$266,530.00	\$19,042.15	\$290,759.00	\$5,186.85	
Miscellaneous Income									
4.100.210	Rental Income	990.00	2,667.00	20,510.00	29,337.00	(8,827.00)	32,000.00	11,490.00	
4.100.300	Special Activities and Auction	0.00	5,000.00	2,299.70	15,000.00	(12,700.30)	15,000.00	12,700.30	
4.100.315	Concert Income	0.00	0.00	2,327.00	2,400.00	(73.00)	2,400.00	73.00	
4.100.330	Interest	44.72	3.00	324.95*	33.00	291.95	40.00	(284.95)	
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	\$1,034.72	\$7,670.00	\$25,461.65	\$47,436.00	(\$21,974.35)	\$50,440.00	\$24,978.35	
	Total Income to General Fund	\$14,586.11	\$31,900.00	\$311,033.80	\$313,966.00	(\$2,932.20)	\$341,199.00	\$30,165.20	
	Total Income	\$14,586.11	\$31,900.00	\$311,033.80	\$313,966.00	(\$2,932.20)	\$341,199.00	\$30,165.20	
Expense									
Expenses from General Fund									
Programs									
5.100.110	Membership	12.50	67.00	379.01	737.00	(357.99)	800.00	420.99	
5.100.120	UU Leadership	0.00	50.00	210.76	550.00	(339.24)	600.00	389.24	
5.100.130	Social Justice	70.91	108.00	1,070.80	1,188.00	(117.20)	1,300.00	229.20	
5.100.140	RELATE	0.00	25.00	0.00	275.00	(275.00)	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	301.67	167.00	1,771.44	1,837.00	(65.56)	2,000.00	228.56	
5.100.280	Hospitality Budgeted	0.00	50.00	46.77	550.00	(503.23)	600.00	553.23	
5.100.300	Special Activites and Auction Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5.100.310	Worship - Sunday Services	424.48	320.00	2,681.44	3,520.00	(838.56)	3,834.00	1,152.56	
5.100.315	Concert Expense	0.00	0.00	761.88*	0.00	761.88	0.00	(761.88)	
5.100.320	Music Program	0.00	200.00	2,061.01*	1,800.00	261.01	2,000.00	(61.01)	
5.100.410	Canvass Expenses	0.00	500.00	47.39	500.00	(452.61)	500.00	452.61	
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	\$809.56	\$1,487.00	\$9,030.50	\$12,207.00	(\$3,176.50)	\$13,184.00	\$4,153.50	
Administration & Operational Support									
5.100.010	Board Discretionary Funds	0.00	25.00	118.73	275.00	(156.27)	300.00	181.27	
5.100.020	Pastoral Care Expense	0.00	17.00	164.01	187.00	(22.99)	200.00	35.99	
5.100.030	Contributions to Reserves	417.00	417.00	4,587.00	4,587.00	0.00	5,000.00	413.00	
5.100.520	Denominational Dues	1,437.50	1,438.00	15,812.50	15,818.00	(5.50)	17,250.00	1,437.50	
5.100.525	Insurance	1,295.14	1,500.00	15,286.33	17,500.00	(2,213.67)	19,000.00	3,713.67	
5.100.530	Office Expense	282.00	583.00	6,270.43	6,413.00	(142.57)	7,000.00	729.57	
5.100.535	Pianist/Accompanist - Contractor	1,350.00	1,090.00	9,850.00	11,110.00	(1,260.00)	12,200.00	2,350.00	
5.100.540	Bookkeeper	250.00	208.00	1,575.00	2,288.00	(713.00)	2,500.00	925.00	
5.100.545	Telephone & Internet	643.28	482.00	6,192.51	6,618.00	(425.49)	7,100.00	907.49	
5.100.550	Utilities - Electricity & Water	1,328.92	1,500.00	18,647.66*	16,500.00	2,147.66	18,000.00	(647.66)	
5.100.560	Waste Disposal	184.25	200.00	2,098.66	2,200.00	(101.34)	2,400.00	301.34	
5.100.570	Custodial Service	770.00	770.00	8,470.00	8,470.00	0.00	9,240.00	770.00	
5.100.572	Custodial Supplies	0.00	69.00	406.27	759.00	(352.73)	825.00	418.73	

Unitarian Universalist Fellowship - Gainesville FL									
Treasurer's Report as of May 2023 for General Fund									
Thursday, June 8, 2023									
Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Over/Under	Annual Budget	Annual Budget	
		May 2023				YTD+(-)		Remaining	
5.100.575	Facilities Maintenance	1,652.26	917.00	7,346.82	10,087.00	(2,740.18)	11,000.00	3,653.18	
5.100.580	Backflow and Fire Suppression	30.00	270.00	12,519.56*	8,786.00	3,733.56	9,066.00	(3,453.56)	
5.100.583	Security & Safety	0.00	25.00	959.82*	275.00	684.82	300.00	(659.82)	
5.100.585	Pest Control	0.00	0.00	400.00	400.00	0.00	400.00	0.00	
5.100.595	VANCO and Bank Fees	138.10	140.00	1,530.36	1,540.00	(9.64)	1,680.00	149.64	
	Total Administration & Operational Support	\$9,778.45	\$9,651.00	\$112,235.66	\$113,813.00	(\$1,577.34)	\$123,461.00	\$11,225.34	
Compensation & Related Expenses									
5.100.610	Ministers Salary	1,759.00	1,759.00	18,359.67	19,349.00	(989.33)	21,113.00	2,753.33	
5.100.620	Ministers Housing Allowance	4,000.00	4,000.00	42,000.00	44,000.00	(2,000.00)	48,000.00	6,000.00	
5.100.630	Ministers, In Lieu of Self Employment Tax	423.76	441.00	4,449.48	4,851.00	(401.52)	5,289.00	839.52	
5.100.640	Ministers Pension Fund	553.93	461.00	6,093.23*	5,071.00	1,022.23	5,530.00	(563.23)	
5.100.650	Ministers Health Insurance	1,471.12	768.00	5,190.74	8,448.00	(3,257.26)	9,212.00	4,021.26	
5.100.670	Ministers Professional Expenses	646.39	576.00	6,040.74	6,336.00	(295.26)	6,913.00	872.26	
5.100.680	Contributions to Ministers Sabbatical Fund	598.00	598.00	6,578.00	6,578.00	0.00	7,176.00	598.00	
5.100.710	Congregational Administrator Salary	3,354.69	3,160.00	33,906.09	34,760.00	(853.91)	37,916.00	4,009.91	
5.100.712	Congregational Administrator-Professional Expenses	0.00	316.00	155.95	3,476.00	(3,320.05)	3,792.00	3,636.05	
5.100.720	Choir Director Salary	1,653.78	2,400.00	13,951.82	21,600.00	(7,648.18)	24,000.00	10,048.18	
5.100.722	Music Director's Professional Expenses	0.00	240.00	2,057.90	2,160.00	(102.10)	2,400.00	342.10	
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	330.00	455.00	3,427.50	5,005.00	(1,577.50)	5,460.00	2,032.50	
5.100.731	Director of RE Salary	1,137.50	1,200.00	9,870.00	10,800.00	(930.00)	12,000.00	2,130.00	
5.100.732	Director of Religious Education-Professional Exp.	0.00	120.00	707.00	1,080.00	(373.00)	1,200.00	493.00	
5.100.740	Child Care	590.07	368.00	4,064.91*	4,048.00	16.91	4,416.00	351.09	
5.100.820	Staff Pensions	316.00	316.00	3,476.00	3,476.00	0.00	3,792.00	316.00	
5.100.910	Payroll Tax Expenses	540.56	529.00	4,989.44	5,819.00	(829.56)	6,344.00	1,354.56	
	Total Compensation & Related Expenses	\$17,374.80	\$17,707.00	\$165,318.47	\$186,857.00	(\$21,538.53)	\$204,553.00	\$39,234.53	
	Total Expenses from General Fund	\$27,962.81	\$28,845.00	\$286,584.63	\$312,877.00	(\$26,292.37)	\$341,198.00	\$54,613.37	
	Total Expense	\$27,962.81	\$28,845.00	\$286,584.63	\$312,877.00	(\$26,292.37)	\$341,198.00	\$54,613.37	
Difference			(\$13,376.70)	\$3,055.00	\$24,449.17	\$1,089.00	\$1.00		
* = Income/Expense exceeds amount budgeted to date									

						Unitarian Universalist Fellowship - Gainesville, FL				
						Budget Variance Report				
						May 2023				
Account #	Account Name									
Income										
Income to General Fund										
Sustaining Gifts-Members & Friends										
4.100.030	Current Years Pledges				Through May, we are over-budget for the year in pledge income, though this month's pledge income is under budget.					
4.100.050	Sunday Collect/Unidentified G				This month's Sunday collection is under budget though our year-to-date collection remains over budget.					
Miscellaneous Income						Figures for these line items represent gross income.				
4.100.210	Rental Income				Weight Watchers no longer meets. Our main rental income is ~\$500/month from the Gainesville Bridge Club.					
4.100.300	Special Activities-Auction				We are under budget because our only "special activity" fundraiser was the yard sale lasta fall -- no auction, etc. In May, we budgeted for \$5000 income.					
4.100.330	Interest									
4.100.430	Book Cart Income				We do not sell used books as in previous years					
Expense										
Expenses from General Fund										
Programs										
5.100.110	Membership				Our main membership expense has been new member nametags.					
5.100.120	UU Leadership									
5.100.130	Social Justice				This month's main expense was materials for the Social Justice service					
5.100.140	RELATE									
5.100.150	CUUPS									
5.100.240	RE Program Activities									
5.100.280	Hospitality Budgeted									
5.100.300	Special Activities and Auction Expenses									
5.100.310	Sunday Services				This month's expenses include Touchstone subscription and flower communion expenses.					
5.100.315	Concert Expenses				Non-budgeted line item to track concert-related expenses.					
5.100.320	Music Program				In April we had a \$596 Copyright licensing company annual fee come due, which put this line item over budget for the year					
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				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				accompanist invoices have a one month lag, so we appear about one month under budget					
5.100.540	Bookkeeper				Contract with Mignon Craig, bookkeeper					
5.100.545	Telephone & Internet				Contract with Cox Communications					
5.100.550	Utilities - Electricity				GRU/electric & water expenses have risen					
5.100.560	Waste Disposal				Contract with Waste Pro					
5.100.570	Custodial Service				Contract with One Guy Cleaning & Repair, Inc., Juan Rivera proprieter					
5.100.572	Custodial Supplies				As more people return for activities, we're spending a bit more on TP, towels, etc., but still under budget					
5.100.575	Facilities Maintenance				In May, Facilities paid \$1500 toward resurfacing & sealing our parking lot. Another \$5000 came from long-term maintenance.					
5.100.580	Backflow and Fire Suppression				expenses include flushing our dry system pipes to remove corrosion and various testing that came due this year					
5.100.583	Security & Safety				We are now paying for background checks using the Security line item. Line item is over budget because of the number of people involved with our children and youth programming who require background checks per our Safe Congregations policy.					
5.100.585	Pest Control				Melrose Pest Control's annual termite treatment					
5.100.595	VANCO and Bank Fees				Vanco manges our online donations					

[illegible]

Unitarian Universalist Fellowship - Gainesville FL						
Consolidated Fund Activity Report for May 2023						
Thursday, June 8, 2023						
Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.100.100	General Fund Balance	80,654.65	14,586.11	27,962.81	0.00	67,277.95
3.100.321	Minister's Sabbatical Fund Balance	26,712.58	0.00	0.00	598.00	27,310.58
3.201.120	CUUPS Support Fund Balance	141.00	0.00	0.00	0.00	141.00
3.202.100	Music Support Fund	860.00	227.00	0.00	0.00	1,087.00
3.203.110	Memory Garden Fund	872.11	0.00	112.00	0.00	760.11
3.203.120	Courtyard Fund Balance	4,279.05	0.00	63.89	0.00	4,215.16
3.203.140	Interim Ministry Fund Balance	0.00	5,650.00	0.00	0.00	5,650.00
3.204.110	Book Cart Fund	282.00	0.00	0.00	0.00	282.00
3.206.100	Foundation Grants					
3.206.110	Nametag Replacement (Grant) Fund Balance	1,861.50	0.00	1,773.90	0.00	87.60
3.206.112	Choir Risers (Grant) Fund Balance	168.99	0.00	0.00	0.00	168.99
3.206.113	Youth Room Update (Grant) Fund Balance	3,000.00	0.00	1,388.89	0.00	1,611.11
3.206.114	General Assembly Youth Travel (Grant) Balance	5,000.00	0.00	0.00	0.00	5,000.00
3.206.130	Front Sign Repair Fund (Grant) Balance	533.06	0.00	0.00	0.00	533.06
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	5,000.00	0.00	0.00	0.00	5,000.00
3.206.141	OWL Fund (Grant) Balance	747.92	0.00	0.00	0.00	747.92
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	358.33	0.00	0.00
3.210.100	CYREC					
3.210.110	RE Fund Balance	2,749.13	0.00	0.00	0.00	2,749.13
3.210.120	Youth Support Fund Balance	1,652.60	0.00	0.00	0.00	1,652.60
3.210.160	Playground/Coffee Fund Balance	95.00	0.00	0.00	0.00	95.00
3.216.100	Social Justice Fund					
3.216.110	Social Justice Unallocated Funds	2,257.72	595.00	0.00	0.00	2,852.72
3.216.150	Pineridge Fund	1,216.98	0.00	0.00	0.00	1,216.98
3.216.160	Share The Plate Balance	1,179.00	424.00	0.00	0.00	1,603.00
3.400.100	Future Funding & Capital Reserve Accounts Balance					
3.404.110	Res. Fd for Large Scale Maintenance-Balance	58,164.57	0.00	5,000.00	417.00	53,581.57
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	UUFG Foundation Balance	428,765.57	0.00	0.00	0.00	428,765.57
3.500.250	Ministers Discretionary Fund Bank Account Balance	877.99	0.00	250.00	0.00	627.99
	Total	\$1,799,254.75	\$21,482.11	\$36,909.82	\$1,015.00	\$1,784,842.04

Unitarian Universalist Fellowship - Gainesville
Consolidated Fund Narrative Report
May 2023

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 that the minister manages.
3.100.321	Ministers Sabbatical Fund Balance	Board	General Fund	Reserved for a substitute Minister when our Minister goes on Sabbatical (Yrs 4-7) . Will be used to cover ministry expenses in coming years.
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. Recent purchases have been for name plates for deceased members and shrub spraying
3.203.120	Courtyard Fund Balance	Peggy Maloney	Donations	Funds remaining from drive to purchase benches and landscaping the courtyard. Funds are used for 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 at the end of the year.
	<i>Foundation Grants</i>			
3.206.110	Nametag Replacement Fund	Cam Pierce	Foundation	Fall 2022 grant to purchse new nametags for congregants
3.206.112	Choir Risers Fund	Derek Nirenberg	Foundation	Fall 2022 grant to purchase more choir risers. Purchase completed
3.206.113	Youth Room Update Fund	James Chase	Foundation	Fall 2022 grant to purchase new furniture, etc., for Youth Room
3.206.114	General Assembly Youth Travel	James Chase	Foundation	Spring 2023 grant to help youth travel to GA
3.206.130	Front Sign Repair Fund	Marilyn Roberts	Foundation	Refurbish Front Street Sign (balance remaining)
3.206.133	Fire Circle Renovation Fund	Marilyn Roberts	Foundation	Fire Circle improvements - work in progress
3.206.140	UU Leadership Fund	LDC	Foundation	The Foundation has provided a \$5000 grant
3.206.141	OWL Fund (Grant) Balance	James Chase	Foundation	OWL training and programs. Curriculum was not purchased due to covid. Hopefully we will be able to run OWL this year.
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 returned)
	<i>CYREC</i>			
3.210.120	RE Fund Balance	James Chase/Rev. Christe Lunsford		To benefit children & youth.

Unitarian Universalist Fellowship - Gainesville
Consolidated Fund Narrative Report
May 2023

Account #	Account Name	Name	Source	Purpose
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
	<i>Social Justice Fund</i>			
3.216.110	Social Justice Unallocated Funds	Mary Bahr	Directed donations	To cover costs not budgeted for external events, membership fees to other organizations, etc.
3.216.150	Pineridge Fund	Mary Bahr	Directed donations	To pay for Pineridge expenses exclusively.
2.216.160	Share The Plate Balance	Mary Bahr	Directed Donations	These monies are paid out to approved charities. No March recipient, but May and June check amounts await clarification from Social Justice
	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 (e.g., major fire suppresson system repair, air conditioners, roof replacement, exterior painting, etc.). In May, \$5000 went to parking lot resurfacing/sealing.
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 our Foundation's treasurer, updated as new figures are made available
3.500.201	Foundation Donation Fund Balance			Pass through account to process donations to the Foundation
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 May 31, 2023				
Thursday, June 8, 2023				
Account #	Account Name	Beginning Balance	YTD Balance	
Assets				
Cash				
1.000.130	Ameris Bank-Checking	84,623.42	105,852.81	
1.000.140	Ameris Bank-Money Market	60,706.70	81,031.65	
	Total Cash	\$145,330.12	\$186,884.46	
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	410,635.17	428,765.57	
1.100.250	Ministers Discretionary Fund Account	5,044.99	627.99	
	Total Other Assets	\$415,680.16	\$429,393.56	
	Total Assets	\$1,729,580.28	\$1,784,848.02	
Liabilities				
Current Liabilities				
2.000.110	Accounts Payable/Vendors	612.35	0.00	
2.000.120	Payroll Taxes Payable	0.00	5.98	
	Total Current Liabilities	\$612.35	\$5.98	
	Total Liabilities	\$612.35	\$5.98	
Fund Balance				
3.100.100	General Fund Balance	42,625.53	67,277.95	
3.100.301	Ministers Discretionary Pass Through Fund Balance	410.00	0.00	
3.100.321	Minister's Sabbatical Fund Balance	20,732.58	27,310.58	
3.201.120	CUUPS Support Fund Balance	0.00	141.00	
3.202.100	Music Support Fund	860.00	1,087.00	
3.203.110	Memory Garden Fund	1,740.11	760.11	
3.203.120	Courtyard Fund Balance	4,219.05	4,215.16	
3.203.140	Interim Ministry Fund Balance	0.00	5,650.00	
3.204.110	Book Cart Fund	24.00	282.00	
3.206.100	Foundation Grants			
3.206.110	Nametag Replacement (Grant) Fund Balance	0.00	87.60	
3.206.112	Choir Risers (Grant) Fund Balance	0.00	168.99	
3.206.113	Youth Room Update (Grant) Fund Balance	0.00	1,611.11	
3.206.114	General Assembly Youth Travel (Grant) Balance	0.00	5,000.00	
3.206.130	Front Sign Repair Fund (Grant) Balance	533.06	533.06	
3.206.131	Office Furniture Replacement Fund (Grant) Balance	28.01	0.00	
3.206.133	Fire Circle Renovation Fund Balance	755.00	755.00	
3.206.140	UU Leadership Fund - Balance	0.00	5,000.00	
3.206.141	OWL Fund (Grant) Balance	1,728.92	747.92	
3.206.173	Cabinets for Social Hall (grant) Balance	3,743.12	0.00	
3.206.186	Security (grant) Balance	2,262.17	0.00	
3.206.187	CPR and First Aid Training (grant) Balance	525.00	0.00	
3.206.211	Labyrinth Repair (grant) Balance	2,500.00	2,500.00	
3.206.215	Ministerial Installation Fund (grant) Balance	358.33	0.00	
	Total Foundation Grants	\$12,433.61	\$16,403.68	
3.210.100	CYREC			
3.210.110	RE Fund Balance	2,599.13	2,749.13	
3.210.120	Youth Support Fund Balance	1,763.09	1,652.60	
3.210.160	Playground/Coffee Fund Balance	95.00	95.00	
	Total CYREC	\$4,457.22	\$4,496.73	
3.216.100	Social Justice Fund			
3.216.110	Social Justice Unallocated Funds	1,823.12	2,852.72	
3.216.150	Pineridge Fund	1,101.98	1,216.98	
3.216.160	Share The Plate Balance	96.00	1,603.00	
	Total Social Justice Fund	\$3,021.10	\$5,672.70	
3.400.100	Future Funding & Capital Reserve Accounts Balance			
3.404.110	Res. Fd for Large Scale Maintenance- Balance	53,994.57	53,581.57	
	Total Future Funding & Capital Reserve Accounts Balance	\$53,994.57	\$53,581.57	
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	428,765.57	
3.500.250	Ministers Discretionary Fund Bank Account Balance	5,044.99	627.99	
	Total Fund Balance	\$1,728,967.93	\$1,784,842.04	
	Total Liabilities and Fund Balance	\$1,729,580.28	\$1,784,848.02	

UUFG Governing Board Meeting Minutes

22 May 2023

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

Board members absent: none.

Congregants present: David Wilkomm, Judith Kendall, Cindy Prabst, Stuart Alan, Jeanne Gossman, Joy Avery, Anna Deyle

1. Gathering and Meeting Preparation

- a. Welcome, Call to Order, Quorum; called the meeting to order at 6:30 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: Leah is timekeeper; Martha is writing gratitude cards; no one volunteered to be external observer.
- f. Confirm agenda/any updates - none

2. Congregational Input:

- a. Judith spoke to the masking policy on the agenda. She is in favor of continuing mandatory masking in the sanctuary. Stuart Alan agreed, because of people who are immunocompromised. Anna Deyle agreed with Judith and Stuart about continuing masking in the sanctuary.
- b. Rev Christe related that David Wilkomm had asked for meetings after General Assembly to share information with the congregation. People could come to the church to see the meetings online with a facilitator, streamed on the TV in a room. These would be community-building events.

3. Consent Agenda –

- a. Staff Report (Att. 1)
- b. Treasurer's Report for April 2023 (Att. 2)
- c. Minutes of April 17, 2023, meeting (Att. 3)
- d. Minutes of the May 7 Congregational Meeting with LDC Report (Att. 4)
- e. Fellowship Council Report for May 9 Meeting (Att. 5)

Motion: Martha moved to approve the consent agenda, except for the minutes of the Congregational meeting, which will be approved at next year's Annual Congregational Meeting. Norden seconded, and the motion was passed unanimously.

4. Discussion/Action Items/Visioning

- a. Hiring – Personnel Committee

1. Bookkeeper – Mary Anthony and Rev Christe stated that UUFG is ready to hire a bookkeeper. Mary Anthony will affirm the cost and sign the contract.
2. Audiovisual Technician – Personnel Committee has developed a new draft of the job description. There are no candidates at present. Board members need to review the job description. **Action Plan:** Norden and Diane will review the new job description.
3. Music Director – Personnel Committee is debating whether to advertise for a choir director (10 hours per week) vs a music director (20 hours/week). Tim related a proposal from the Personnel Committee to offer Dereck Nirenberg a full-time position if he would run a musical service once a month and bring in outside talent. This would be a Board decision. **Action Plan:** Diane will talk with Derek about potential expansion of his position.
- b. Credit Card for Director of Religious Education –This would be James Chase’s own card; Cam would not be responsible for it. **Motion:** Martha moved to approve a credit card for our DRE to use; Diane seconded. Discussion: Mary Anthony asked about a limit to put on the credit card; Tim asked what the DRE uses the credit card for (trainings, curricular material, supplies). **Vote:** The motion passed to give James Chase, DRE, a credit card with a \$3,000 limit. Vote was unanimous.
- c. Masking Policy – Rev Christe Lunsford stated that the minister is in charge of the masking policy. Some congregants want to unmask in the service. What impact would this have on visitors? Rev Christe noted that UUA large gatherings still require masks if more than 20 people are in attendance). Rev Christe has approved unmasking of our choir for singing. **Motion:** Mary moved to continue masking in the sanctuary; Norden seconded; motion passed 4-1 with Diane dissenting.
5. Management and Facilities:
 - a. Approved sealing parking lot – the Board approved this expenditure via email vote, and the parking lot was repaired and sealed last week for \$6,500.
6. Leadership and Governance
 - a. Next steps in Interim Minister search - Tim Christy reported that UUFG did not get an interim minister. The search committee interviewed one candidate who did not want to relocate to Florida. This development automatically moves us to searching for a contract minister. Rev Christe stated that 81 congregations are looking for contract ministers. UUA has no time frame for this search, and it is unknown what we might get from this search. UUFG can get pulled off the contract list and put into interim category. It is up to the UUFG Board to decide how much to pay a contract minister as well as to define the minister’s roles and responsibilities. UUA states contract ministers should be offered benefits and moving expenses.
 - Mary Bahr proposed that the Board offer Derek Nirenberg a higher salary to retain him, with his taking over one service a month, as well as increasing funds for the Worship Team to get outside speakers.

- Liz Stewart has stated that she will expect each church group to do a Sunday service.
 - Do we want the interim search committee to continue? Tim stated the interim search committee could look for someone who could work with UUFG remotely to fulfill some tasks.
 - People have donated money for an interim minister fund. What happens to this money?
 - Diane noted that there is no requirement to hire only through the UUA.
 - Mary Anthony stated the Worship Team cannot do a lay-led year. Would we have enough money to pay Derek full-time as well paying a full-time minister? Sunday services not the only task – staff supervision/governance and pastoral care must be covered. Hire two or three people instead of one to fill all these roles? Hire a board coach.
 - Diane – talk with our previous interim ministers for contacts? Referral sources. Presbyterians and UCC are our sister congregations, and there is reciprocity among UUs and these denominations. **Action Plan:** Tim will reconvene the search committee to explore other options.
- b. Funding Interim Minister – Judith Kendall (Att. 6) –It is the Board’s decision about what to do with the money that has been donated to the interim minister fund. **Motion:** Leah moved to approve opening the “interim minister campaign” to the entire congregation and to saving the funds for an interim minister. Norden seconded, and the motion passed unanimously. Judith will contact the donors about retaining the money for a year.
 - c. Foundation Report – Jeanne Gossman (Att. 7) – Delegates to GA will be voting on a business resolution entitled “Complete Divestment from the Fossil Fuel Industry and Subsequent Reparations.” Jeanne stated that the language and implementation contained in this resolution are problematic. The UU Common Endowment Fund (UUCEF) has developed a webinar to educate delegates about this resolution. Our delegates need to understand that passage of this resolution would put our Foundation funds in jeopardy. **Action Plan:** Mary Anthony, Leah, and Jeanne will form an ad hoc work group (possibly including two people from the Finance Committee) to develop recommendations to bring to the Board and then meet with our delegates by June 14.
 - d. Upcoming Auction –**Motion:** Mary moved to approve Susan Christy as Chair of the event. Diane seconded, and the motion passed unanimously.
7. Executive Session began 8:11 PM. Executive session ended at 8:38 PM.
 8. Wrap Up

- a. Emerging concerns- There will be a reconciliation event after GA, as suggested by David Wilkomm.
 - b. Calendaring & Action Items – how will we celebrate Rev Christe’s last Sunday in the pulpit; potluck on that day?
 - c. Gratitude notes – Susan Christy.
 - d. Board Process – no external observer.
 - e. Personal Check-out -
9. Adjournment – the meeting adjourned at 8:43 PM. The next regular meeting of the Board will be on June 26, 2023.

Respectfully submitted,
Beverly Giordano,
UUFG Board Secretary

FINANCE COMMITTEE RECOMMENDATION TO THE BOARD
July 13, 2023

The Finance Committee met on July 12th and discussed, among other things, the appropriate salary rate for hiring new childcare workers. The UUA recommended rate for 2023-2024 is between \$17 - \$19/hr. for that type of staff, in our geographical region, with our size congregation. We note that in 2022-2023 we are still paying our childcare workers the same rate we paid in 2019 - \$13.26/hr. In order to be in line with UUA recommendations, to embody our commitment to economic justice, and to bring our salaries up to date, we recommend paying any newly hired childcare workers \$17/hr.

Our 2023-2024 budget for childcare has been increased to \$6,000. This will allow us to employ 2 workers per Sunday for 3 ¼ hours (9:45 am – 1:00 pm). In the event our congregation and number of children grows we would support going over our budget in this line item if needed to support our children and families.

Jim Wright, Chair.