



Unitarian Universalist Fellowship of Gainesville

UUFG Governing Board Meeting Agenda

July 24, 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 Reports (Att. 1 and Att. 2)
 - b. Treasurer's Report for June (Att. 3)
 - c. Minutes of June 26, 2023 Board Meeting (Att. 4)
4. [7:05 pm] Discussion, Action Items, Visioning 30 min
 - a. GINI Pledge (Att. 5)
 - b. UU Honor Congregation (Att. 6)
 - c. UU General Assembly 2023
5. [7:35 pm] Leadership and Governance 30 min
 - a. Board Retreat discussion
 - b. Review new board liaison roles
 - c. Governance Manual
 - d. Contract Minister search update
 - e. Choir Director candidate update
 - f. Staff meetings
6. [8:05 pm] Executive Session 15 min
 - a. Personnel discussion
7. [8:20 pm] Wrap up 10 min
 - a. Emerging Concerns
 - b. Calendaring and Action Items
 - c. Gratitude notes
 - d. Board Process – external observer
 - e. Next meeting August 28th, 2023
8. [8:30] Adjournment



Unitarian Universalist Fellowship of Gainesville

To: Governing Board

From: Staff

Date: July 11, 2023

RE: Congregational Admin Report to the Board

Membership

We currently have 151 members as Wray McCalester died on June 17. We have 25 supporting friends on our rolls, unchanged from last month. Last year at this time we reported 152 members and 25 supporting friends.

Sunday Service Attendance

Sundays, June 2023 –

- Average in person attendance for four Sundays: 54
- Average YouTube visits for four Sundays: 107
- Total average participation for four Sundays: 161
- Current YouTube subscribers: 255

Date	YouTube	In-Person Attendance	Total
6/4/2023	41	59	100
6/11/2023	66	80	146
6/18/2023	102	41	143
6/25/2023	220	35	255

Sundays, June 2022 –

- Average in person attendance: 47
- Average YouTube visits: 62
- Total average participation: 109
- Our YouTube channel now has 195 subscribers.

Date	YouTube	In-Person Attendance	Total
6/5/2022	57	50	107
6/12/2022	77	46	123
6/19/2022	49	46	95
6/26/2022	63	46	109

Attendance for June

Because of time constraints, I have not completed attendance figures for June.

UUFG Office Notes

Travel

I was of the office on family business June 19 through June 23 and again for vacation from July 13 through July 26. We have a good group of volunteers who are looking after the Fellowship and checking messages in my absences.

Rentals

Our June rentals were mainly the Gainesville Bridge Club, as our other regular renters are on summer vacation. They expect to return in the fall.

Mailings & Communications

I continue to send the link to monthly Touchstone Journals via MailChimp with some hard copies mailed to a few members who requested that service. We sent out a number of MailChimp messages, including our interim minister fund pledge drive.

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

Finance

I reconciled our July banking account statement and helped prepare the monthly financial report published in June in the Gazette. I continue working with Mary Anthony as Treasurer. Sadly, Bonnie Chavez, our prospective bookkeeper, decided not to accept the position. Mignon Craig continues as bookkeeper for the time being. I also attended the June finance committee meetings and with Jim Wright, Finance Committee chair, on financial matters as requested.

Website and Technology

I updated our website to reflect our current staffing as well as our new board and leadership development committee. We have also upgraded our technology on campus, purchasing and installing a new computer and camera in the Common Room for hybrid meetings. We have a new computer for my office as well as for the Sound Room; however, these still must be installed.

Office Help

Many thanks to Liz Stewart who helps out on Tuesdays – and the volunteers who are checking messages, gathering mail and walking through the Fellowship during my travels to New Mexico and Iceland. These volunteers include Tom Bullock, James Chase, Debra Neill-Mareci, Gene Cowell, Diane DePuyt and Mike Hazlett.

RE Staff Report for June

This month the Religious Education has slowed down some for the summer - There are ongoing messy playdates on the first and third Sundays of the month.

For the first time since the pandemic, the Youth Group had an inter-congregational Youth Con on June 16th-18th. Tallahassee and Buckman Bridge youth joined us, and we have set a loose schedule for ongoing North Florida Cons. Buckman Bridge will host a con in Sept/Oct, and Tallahassee will host one in the Spring of 2024.

The following week, we were able to send two of our Youth to the General Assembly. They were sent with two chaperones, and though there were a couple of hiccups with travel, they made it there and back safely. They are very grateful for the financial and community support from the congregation, and they're working on writing up reports that will be shared soon.

James has been working on getting OWL coordinated for a Fall start. They sent out an interest form to see what kind of response we have from the congregation, and plan to share it with the larger Gainesville community as well. The current schedule includes 3 classes being taught; 4-6, 7-9, and 10-12.

James has added two new members to their CYREC Committee, and they have agreed to expand their reach to include James' new role as Director of Lifespan Faith Development.

Unitarian Universalist Fellowship - Gainesville FL									
Treasurer's Report as of June 2023 for General Fund									
Wednesday, July 12, 2023									
Account #	Account Name	Period Activity June 2023	Monthly Budget	YTD Balance	Budget YTD	Under YTD+(-)	Annual Budget	Budget Remaining	
Income									
Income to General Fund									
Sustaining Gifts-Members & Friends									
4.100.030	Current Years Pledges	14,674.44	22,979.00	283,241.16*	275,759.00	7,482.16	275,759.00	(7,482.16)	
4.100.050	Sunday Collect/Unidentified G	4,477.55	1,250.00	21,482.98*	15,000.00	6,482.98	15,000.00	(6,482.98)	
	Total Sustaining Gifts-Members & Friends	\$19,151.99	\$24,229.00	\$304,724.14*	\$290,759.00	\$13,965.14	\$290,759.00	(\$13,965.14)	
Miscellaneous Income									
4.100.210	Rental Income	500.00	2,663.00	21,010.00	32,000.00	(10,990.00)	32,000.00	10,990.00	
4.100.300	Special Activities and Auction	0.00	0.00	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	43.30	7.00	368.25*	40.00	328.25	40.00	(328.25)	
4.100.430	Book Cart Income	0.00	334.00	0.00	1,000.00	(1,000.00)	1,000.00	1,000.00	
	Total Miscellaneous Income	\$543.30	\$3,004.00	\$26,004.95	\$50,440.00	(\$24,435.05)	\$50,440.00	\$24,435.05	
	Total Income to General Fund	\$19,695.29	\$27,233.00	\$330,729.09	\$341,199.00	(\$10,469.91)	\$341,199.00	\$10,469.91	
	Total Income	\$19,695.29	\$27,233.00	\$330,729.09	\$341,199.00	(\$10,469.91)	\$341,199.00	\$10,469.91	
Expense									
Expenses from General Fund									
Programs									
5.100.110	Membership	146.15	63.00	525.16	800.00	(274.84)	800.00	274.84	
5.100.120	UU Leadership	200.00	50.00	410.76	600.00	(189.24)	600.00	189.24	
5.100.130	Social Justice	71.49	112.00	1,142.29	1,300.00	(157.71)	1,300.00	157.71	
5.100.140	RELATE	0.00	25.00	0.00	300.00	(300.00)	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	228.56	163.00	2,000.00	2,000.00	0.00	2,000.00	0.00	
5.100.280	Hospitality Budgeted	0.00	50.00	46.77	600.00	(553.23)	600.00	553.23	
5.100.300	Special Activities and Auction Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5.100.310	Worship - Sunday Services	1,078.82	314.00	3,760.26	3,834.00	(73.74)	3,834.00	73.74	
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*	2,000.00	61.01	2,000.00	(61.01)	
5.100.410	Canvass Expenses	0.00	0.00	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	\$1,725.02	\$977.00	\$10,755.52	\$13,184.00	(\$2,428.48)	\$13,184.00	\$2,428.48	
Administration & Operational Support									
5.100.010	Board Discretionary Funds	0.00	25.00	118.73	300.00	(181.27)	300.00	181.27	
5.100.020	Pastoral Care Expense	0.00	13.00	164.01	200.00	(35.99)	200.00	35.99	
5.100.030	Contributions to Reserves	413.00	413.00	5,000.00	5,000.00	0.00	5,000.00	0.00	
5.100.520	Denominational Dues	1,437.50	1,432.00	17,250.00	17,250.00	0.00	17,250.00	0.00	

5.100.525	Insurance	274.32	1,500.00	15,560.65	19,000.00	(3,439.35)	19,000.00	3,439.35
5.100.530	Office Expense	320.25	587.00	6,590.68	7,000.00	(409.32)	7,000.00	409.32
5.100.535	Pianist/Accompanist - Contractor	1,800.00	1,090.00	11,650.00	12,200.00	(550.00)	12,200.00	550.00
5.100.540	Bookkeeper	125.00	212.00	1,700.00	2,500.00	(800.00)	2,500.00	800.00
5.100.545	Telephone & Internet	783.89	482.00	6,976.40	7,100.00	(123.60)	7,100.00	123.60
5.100.550	Utilities - Electricity & Water	1,475.35	1,500.00	20,123.01*	18,000.00	2,123.01	18,000.00	(2,123.01)
5.100.560	Waste Disposal	181.64	200.00	2,280.30	2,400.00	(119.70)	2,400.00	119.70
5.100.570	Custodial Service	770.00	770.00	9,240.00	9,240.00	0.00	9,240.00	0.00
5.100.572	Custodial Supplies	110.49	66.00	516.76	825.00	(308.24)	825.00	308.24
5.100.575	Facilities Maintenance	1,480.62	913.00	8,827.44	11,000.00	(2,172.56)	11,000.00	2,172.56
5.100.580	Backflow and Fire Suppression	294.61	280.00	12,814.17*	9,066.00	3,748.17	9,066.00	(3,748.17)
5.100.583	Security & Safety	0.00	25.00	959.82*	300.00	659.82	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	87.00	140.00	1,617.36	1,680.00	(62.64)	1,680.00	62.64
	Total Administration & Operational Support	\$9,553.67	\$9,648.00	\$121,789.33	\$123,461.00	(\$1,671.67)	\$123,461.00	\$1,671.67
Compensation & Related Expenses								
5.100.610	Ministers Salary	1,759.00	1,764.00	20,118.67	21,113.00	(994.33)	21,113.00	994.33
5.100.620	Ministers Housing Allowance	4,000.00	4,000.00	46,000.00	48,000.00	(2,000.00)	48,000.00	2,000.00
5.100.630	Ministers, In Lieu of Self Employment Tax	423.76	438.00	4,873.24	5,289.00	(415.76)	5,289.00	415.76
5.100.640	Ministers Pension Fund	553.93	459.00	6,647.16*	5,530.00	1,117.16	5,530.00	(1,117.16)
5.100.650	Ministers Health Insurance	1,471.12	764.00	6,661.86	9,212.00	(2,550.14)	9,212.00	2,550.14
5.100.670	Ministers Professional Expenses	803.70	577.00	6,844.44	6,913.00	(68.56)	6,913.00	68.56
5.100.680	Contributions to Ministers Sabbatical Fund	598.00	598.00	7,176.00	7,176.00	0.00	7,176.00	0.00
5.100.710	Congregational Administrator Salary	3,076.65	3,156.00	36,982.74	37,916.00	(933.26)	37,916.00	933.26
5.100.712	Congregational Administrator-Professional Expenses	1,261.36	316.00	1,417.31	3,792.00	(2,374.69)	3,792.00	2,374.69
5.100.720	Choir Director Salary	1,673.01	2,400.00	15,624.83	24,000.00	(8,375.17)	24,000.00	8,375.17
5.100.722	Music Director's Professional Expenses	0.00	240.00	2,057.90	2,400.00	(342.10)	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	315.00	455.00	3,742.50	5,460.00	(1,717.50)	5,460.00	1,717.50
5.100.731	Director of RE Salary	1,137.50	1,200.00	11,007.50	12,000.00	(992.50)	12,000.00	992.50
5.100.732	Director of Religious Education-Professional Exp.	214.85	120.00	921.85	1,200.00	(278.15)	1,200.00	278.15
5.100.740	Child Care	215.48	368.00	4,280.39	4,416.00	(135.61)	4,416.00	135.61
5.100.820	Staff Pensions	316.00	316.00	3,792.00	3,792.00	0.00	3,792.00	0.00
5.100.910	Payroll Tax Expenses	490.95	525.00	5,480.39	6,344.00	(863.61)	6,344.00	863.61
	Total Compensation & Related Expenses	\$18,310.31	\$17,696.00	\$183,628.78	\$204,553.00			
	Total Expenses from General Fund	\$29,589.00	\$28,321.00	\$316,173.63	\$341,198.00			
	Total Expense	\$29,589.00	\$28,321.00	\$316,173.63	\$341,198.00			
Difference		(\$9,893.71)	(\$1,088.00)	\$14,555.46	\$1.00			
* = Income/Expense exceeds amount budgeted to date								

Unitarian Universalist Fellowship - Gainesville FL				
Balance Sheet as of June 30, 2023				
Tuesday, July 11, 2023				
Account #	Account Name		Beginning Balance	YTD Balance
Assets				
Cash				
1.000.130	Ameris Bank-Checking		84,623.42	82,989.55
1.000.140	Ameris Bank-Money Market		60,706.70	81,074.95
	Total Cash		\$145,330.12	\$164,064.50
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	\$1,762,028.06
Liabilities				
Current Liabilities				
2.000.110	Accounts Payable/Vendors		612.35	0.00
2.000.120	Payroll Taxes Payable		0.00	1,123.06
	Total Current Liabilities		\$612.35	\$1,123.06
	Total Liabilities		\$612.35	\$1,123.06
Fund Balance				
3.100.100	General Fund Balance		42,625.53	46,800.48
3.100.301	Ministers Discretionary Pass Through Fund Balance		410.00	0.00
3.100.321	Minister's Sabbatical Fund Balance		20,732.58	27,908.58
3.201.120	CUUPS Support Fund Balance		0.00	431.00
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	5,663.00
3.204.110	Book Cart Fund		24.00	312.00
3.206.100	Foundation Grants			

3.206.113	Youth Room Update (Grant) Fund Balance	0.00	1,463.36
3.206.114	General Assembly Youth Travel (Grant) Balance	0.00	4,188.80
3.206.130	Front Sign Repair Fund (Grant) Balance	533.06	0.00
3.206.131	Office Furniture Replacement Fund (Grant) Balance	28.01	0.00
3.206.133	Fire Circle Renovation Fund Balance	755.00	0.00
3.206.140	UU Leadership Fund - Balance	0.00	4,519.40
3.206.141	OWL Fund (Grant) Balance	1,728.92	598.07
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
	<i>Total Foundation Grants</i>	<i>\$12,433.61</i>	<i>\$13,269.63</i>
3.210.100	<i>CYREC</i>		
3.210.110	RE Fund Balance	2,599.13	2,776.70
3.210.120	Youth Support Fund Balance	1,763.09	1,070.91
3.210.160	Playground/Coffee Fund Balance	95.00	95.00
	<i>Total CYREC</i>	<i>\$4,457.22</i>	<i>\$3,942.61</i>
3.216.100	<i>Social Justice Fund</i>		
3.216.110	Social Justice Unallocated Funds	1,823.12	2,882.72
3.216.150	Pineridge Fund	1,101.98	1,216.98
3.216.160	Share The Plate Balance	96.00	457.60
	<i>Total Social Justice Fund</i>	<i>\$3,021.10</i>	<i>\$4,557.30</i>
3.400.100	<i>Future Funding & Capital Reserve Accounts Balance</i>		
3.404.110	Res. Fd for Large Scale Maintenance- Balance	53,994.57	53,994.57
	<i>Total Future Funding & Capital Reserve Accounts Balance</i>	<i>\$53,994.57</i>	<i>\$53,994.57</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	428,765.57
3.500.250	Ministers Discretionary Fund Bank Account Balance	5,044.99	627.99
	Total Fund Balance	\$1,728,967.93	\$1,760,905.00
	Total Liabilities and Fund Balance	<u>\$1,729,580.28</u>	<u>\$1,762,028.06</u>

Unitarian Universalist Fellowship - Gainesville, FL					
Budget Variance Report					
June 2023					
Account #	Account Name				
Income					
Income to General Fund					
Sustaining Gifts-Members & Friends					
4.100.030	Current Years Pledges	Through June, we are over-budget for the year in pledge income by \$7482, though this month's pledge income is under budget.			
4.100.050	Sunday Collect/Unidentified G	This month's Sunday collection is over budget and our fiscal year collection is over budget \$6483.			
Miscellaneous Income					
4.100.210	Rental Income	<i>Figures for these line items represent gross income.</i>			
4.100.300	Special Activities-Auction	Weight Watchers no longer meets. Our main rental income is ~\$500/month from the Gainesville Bridge Club.			
4.100.330	Interest	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.			
4.100.430	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, and in June we purchased stamps for birthday card mailings.			
5.100.120	UU Leadership	We are reimbursing some members for attendance at General Assembly			
5.100.130	Social Justice				
5.100.140	RELATE				
5.100.150	CUUPS				
5.100.240	RE Program Activities	Expenses in June included food for children & youth as well as "Messy Sunday" supplies			
5.100.280	Hospitality Budgeted				
5.100.300	Special Activities and Auction Expenses				
5.100.310	Sunday Services	The big purchase in June was a new Mini Mac computer for the Sound Room.			
5.100.315	Concert Expenses	Non-budgeted line item to track concert-related expenses.			
5.100.320	Music Program				
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 - Our final payment of the year is low because that's how Liberty Insurance bills us			
5.100.530	Office Expense				
5.100.535	Pianist/Accompanist - Contractor	This month we paid Tane' for May work as well as June			
5.100.540	Bookkeeper	Contract with Mignon Craig, bookkeeper			

5.100.545	Telephone & Internet	Contract with Cox Communications. In June we also paid our One License annual fee for streaming copyrighted music			
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 proprietor			
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 June, Facilities expenses included debris removal, front door lock repair, and new computer & camera for Common Room			
5.100.580	Backflow and Fire Suppression	In June we had our Fire monitoring quarterly inspection. Other expenses this year 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 manages our online donations			
Compensation & Related Expenses					
5.100.610	Ministers Salary	In August, we moved from paydates on the 15th of each month to the 7th of each month. Pay in August was only for the last two weeks of July. Because payroll was deferred two weeks, payroll line items will show about half-month low for the year.			
5.100.620	Ministers Housing Allowance				
5.100.630	Ministers, In Lieu of Self Employment Tax				
5.100.640	Ministers Pension Fund	While the UUA completes its transfer to a new retirement account vendor, we are holding employee pension plan deductions			
5.100.650	Ministers Health Insurance	Health Ins is under-budget as Minister was on spouse's plan. The UUA plan was budgeted at a higher rate. Rev. Christie is transferring to UUA Plan			
5.100.670	Ministers Professional Expenses	This line item was incorrectly budgeted at \$461/month. Actual contractual obligation is \$575.94/month.			
5.100.680	Contribution to Minister's Sabbatical Fund	Reserve for a substitute minister when settled minister goes on sabbatical, between years 4-7			
5.100.710	Congregational Administrator Salary				
5.100.712	Congregational Administrator-Professional Expenses	Purchase of new computer and monitor for office			
5.100.720	Music Director Salary				
5.100.722	Music Director's Professional Expenses	In December, our Music Director purchased two clarinets			
5.100.725	Pianist/Accompanist	Our two pianists are being paid as contractors			
5.100.728	Audiovisual Technician				
5.100.731	Director of RE Salary				
5.100.732	Director of Religious Education-Professional Exp.				
5.100.740	Child Care	Five Sundays in April. Also, Childcare arrives at 9:45 am for "first hour" activities & stays late to help cover post-service activities			
5.100.820	Staff Pensions				
5.100.910	Payroll Tax Expenses				

Unitarian Universalist Fellowship - Gainesville FL					
Consolidated Fund Variance Report					
Account #	Account Name		Name	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.	
3.100.200	PPP - Paycheck Protection Program Balance		Rose Cole	This is an SBA loan that will be forgiven if the criteria are met.	
3.100.301	Ministers Discretionary Fund Balance			We transfer this money to a separate account.	
3.100.400	Ministerial Search Fund Balance			Balance of \$2,264.04 needs to be reallocated.	
3.100.675	Minister's Moving Expenses Balance			The balance in this fund was used to payfor the minister's laptop. The \$99.99 credit needs to be adjusted.	
3.201.110	Hospitality Fund Balance				
3.202.100	Music Support Fund				
3.203.110	Memory Garden Fund		Pete Turner	This money is slated to be used for a new memorial plaque.	
3.203.120	Courtyard Fund Balance		Peggy Maloney	This bal. is slated to be used for further improvements and maintenance to the courtyard.	
3.204.110	Book Cart Fund		Paul Hargrave	This income gets transferred to other line items as needed.	
3.206.100	Foundation Grants				
	3.206.140	UU Leadership Fund - Balance			
	3.206.172	Pantry Box (Grant) Balance			
	3.206.185	Online Technology (grant) Balance			
	3.206.211	Labyrinth Repair (grant) Balance			

3.207.110		Wiegand RE Bequest Balance		
3.210.100		CYREC		
	3.210.110	RE Curriculum Balance		
	3.210.120	Youth Support Fund Balance		
	3.210.140	Spirit Play Fund		
	3.210.160	Playground/Coffee Fund Balance		
	3.210.170	Classroom Improvement Fund		
	3.210.180	COA Fund Balance		
3.216.100		Social Justice Fund		
	3.216.110	Social Justice Unallocated Funds	Alice Primack	
	3.216.150	Pineridge Fund		
	3.216.160	Share The Plate Balance		These monies are paid out to approved charities.
3.400.100		Future Funding & Capital Reserve Accounts Balance		
	3.404.110	Res. Fd for Large Scale Maintenance- Balance		Reserved funds for Capital Improvements
3.404.130		Future Sound and Light Fund Balance		This balance is being used to pay for Sound Technician
3.404.140		Sanctuary Sound Improvement Fund Balance	Rev. Christe	This money will be used to modernize Sunday Services.
3.500.100		Land & Building Fund		This is an old assessment of the value of the land and buildings.
3.500.150		Furnishings & Equipment Fund		This is an old value of furnishings and equipment.

3.500.200	UUFG Foundation Balance		This number is provided by the Foundation/ UUA, updated periodically.

Unitarian Universalist Fellowship - Gainesville FL						
Consolidated Fund Activity Report for June 2023						
Tuesday, July 11, 2023						
Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.100.100	General Fund Balance	67,277.95	19,695.29	40,172.76	0.00	46,800.48
3.100.321	Minister's Sabbatical Fund Balance	27,310.58	0.00	0.00	598.00	27,908.58
3.201.120	CUUPS Support Fund Balance	141.00	290.00	0.00	0.00	431.00
3.202.100	Music Support Fund	1,087.00	0.00	0.00	0.00	1,087.00
3.203.110	Memory Garden Fund	760.11	0.00	0.00	0.00	760.11
3.203.120	Courtyard Fund Balance	4,215.16	0.00	0.00	0.00	4,215.16
3.203.140	Interim Ministry Fund Balance	5,650.00	13.00	0.00	0.00	5,663.00
3.204.110	Book Cart Fund	282.00	30.00	0.00	0.00	312.00
3.206.100	Foundation Grants					
3.206.110	Nametag Replacement (Grant) Fund Balance	87.60	0.00	87.60	0.00	0.00
3.206.112	Choir Risers (Grant) Fund Balance	168.99	0.00	168.99	0.00	0.00
3.206.113	Youth Room Update (Grant) Fund Balance	1,611.11	0.00	147.75	0.00	1,463.36
3.206.114	General Assembly Youth Travel (Grant)	5,000.00	0.00	811.20	0.00	4,188.80
3.206.130	Front Sign Repair Fund (Grant) Balance	533.06	0.00	533.06	0.00	0.00
3.206.133	Fire Circle Renovation Fund Balance	755.00	0.00	755.00	0.00	0.00
3.206.140	UU Leadership Fund - Balance	5,000.00	0.00	480.60	0.00	4,519.40
3.206.141	OWL Fund (Grant) Balance	747.92	0.00	149.85	0.00	598.07
3.206.211	Labyrinth Repair (grant) Balance	2,500.00	0.00	0.00	0.00	2,500.00
3.210.100	CYREC					
3.210.110	RE Fund Balance	2,749.13	115.00	87.43	0.00	2,776.70
3.210.120	Youth Support Fund Balance	1,652.60	0.00	581.69	0.00	1,070.91
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	2,852.72	30.00	0.00	0.00	2,882.72
3.216.150	Pineridge Fund	1,216.98	0.00	0.00	0.00	1,216.98
3.216.160	Share The Plate Balance	1,603.00	457.60	1,603.00	0.00	457.60
3.400.100	Future Funding & Capital Reserve Accounts					

3.404.110	Res. Fd for Large Scale Maintenance- B	53,581.57	0.00	0.00	413.00	53,994.57
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 Accou	627.99	0.00	0.00	0.00	627.99
Total		<u>\$1,784,842.04</u>	<u>\$20,630.89</u>	<u>\$45,578.93</u>	<u>\$1,011.00</u>	<u>\$1,760,905.00</u>

Unitarian Universalist Fellowship - Gainesville FL				
Consolidated Fund Narrative Report				
June 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.
3.203.140	Interim Ministry Fund	Mary Anthony	Donations	Funds to help pay salary and expenses of an interim minister.
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.
	Foundation Grants			
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. (balance refunded)
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 refunded)
3.206.133	Fire Circle Renovation Fund	Marilyn Roberts	Foundation	Fire Circle improvements - work completed (balance refunded)
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)
	CYREC			
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
	Social Justice Fund			
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

	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 suppression 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. Christie	Donations	This is the balance in the Minister's Discretionary Fund Bank Acct, updated monthly.

UUFG Governing Board Meeting Minutes

26 June 2023

Board members present: Mary Anthony, Diane Depuydt, Bev Giordano, Leah Cobb Lee, Norden Lucke, and Martha Soles

Board members absent: Tim Christy.

Congregants present: Erin Parish, Debra Neill-Mareci, Sue Boone, Alice Gridley, and Jeanne Gossman

1. Gathering and Meeting Preparation

- a. Welcome, Call to Order, Quorum; called the meeting to order at 6:31 pm. We have a quorum.
- b. Chalice Lighting and Reading by Leah Cobb Lee.
- 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; Martha is writing gratitude cards; no external observer.
- f. Confirm agenda/any updates

2. Congregational Input: Alice Gridley congratulated the new Board members.

3. Consent Agenda –

- a. Staff Report (Att. 1)
- b. Treasurer's Report for May 2023 (Att. 2)
- c. Minutes of May 22, 2023, meeting (Att. 3)
- d. Fellowship Council Report for June 13, 2023, meeting (not in package distributed prior to meeting) Mike Hazlett to take Diane Depuydt's place on the Council.

Motion: Martha moved to approve the consent agenda, except for Fellowship Council Report. Norden seconded, and the motion was passed unanimously.

4. Discussion/Action Items/Visioning

- a. Hourly rate for childcare workers – Mary Anthony (Att. 4 Finance Committee Report). We have one childcare worker and are looking for an additional one. The Finance Committee recommended raising the pay rate to \$17/hour. At this pay rate, we can employ two workers for 3.25 hours each Sunday. We are a size 2 congregation with this hourly wage recommended by UUA. We may go over budget, as we provide childcare for other congregational meetings. **Motion:** Leah moved to increase the pay rate to \$17/hour for childcare workers. Mary seconded, and the motion passed unanimously.
- b. Masking policy – Diane Depuydt asked to have the masking policy reconsidered as she received negative feedback from the congregation after the decision to continue requiring masks made at last month's Board meeting. Debra Neill-Mareci believes it's time to make mask wearing a personal choice. Bev Giordano recalled

that Rev Christe had stated at the last Board meeting that the UUA was still requiring masks for indoor gatherings of 30 or more people. Leah stated that the UUA does not require masking, but it says that singing requires more care. Leah commented that we need to let go of the idea that masking is only for COVID. More children are missing vaccines, and people are at higher risk for getting sick from non-COVID causes. Medical costs and cost of living are higher than four years ago, many times leading to medical debt. We need to protect the people we worship with one hour a week. Diane thinks the question needs to be brought to the larger body of the congregation. Sue stated that all attendees at GA were required to be masked. **Motion:** Leah moved to schedule an online congregational meeting to discuss the masking policy. Norden seconded, and the motion passed unanimously.

- c. Juneteenth staff holiday – Leah Cobb Lee – Juneteenth became a federal holiday this year. Is UUFG going to add this as a paid holiday for staff members? Staff members have 10 paid holidays now. **Motion:** Martha moved to add Juneteenth as a paid holiday beginning in 2024. Diane seconded, and the motion passed unanimously.

5. Management and Facilities:

- a. Rental rate for Alcoholics Anonymous (AA) group – Martha Soles stated that AA asks for a \$2 donation from each meeting attendee. The group usually has fewer than 20 people in attendance and cannot cover the \$35/hour Social Hall rental fee if they don't have enough attendees. They meet at UUFG on Sunday evenings. AA has asked for a discounted rental rate. Bev recalled that the Board had the same discussion about the Veg4Life group and decided against offering a rent discount. The Common Room rents for \$25/hour. Classrooms rent for less. Mary suggests offering AA the Common Room or a classroom; if they need a larger space, we can discuss moving them to the Social Hall. **Action Plan:** UUFG will offer AA the Common Room for \$25 (minus the 20% nonprofit discount), and if this is not acceptable to AA, they should come back to the Board. Cam will share this decision with the AA group.
- b. Solar panel account update – Mary Anthony says they are creating a separate money market account for the solar panel project. We would need a contingency plan for donors if UUFG did not raise the needed money by a certain deadline. Mary contacted an attorney who is willing to do this paperwork for us. We need to schedule an online congregational meeting in early August to determine member support for this project. We need to have it under contract by July 1, 2026, to qualify for federal funds. We have half the price in promised contributions; will need to raise the balance over a period of time. **Motion:** Leah moved to schedule an online congregational meeting on August 7, 2023, to ask the congregation to vote on the solar panel project and the masking policy. This will be a binding vote on the solar issue. Norden seconded, and the motion passed unanimously.

6. Leadership and Governance

- a. Interim Minister search update – Mary Anthony and Norden Lucke-Tim Christy planned to meet with people at GA. The Personnel Committee talked with

someone who is a Zen Buddhist teacher who might be interested and forwarded this information to Tim who will reach out after GA. Mary clarified that the Personnel Committee is recommending a “three bucket approach” –a local person to provide pastoral care, a person for the pulpit on Sundays, and someone (local or remote) for staff supervision and governance. Erin stated that until then, the Worship Committee plans to use an outside minister for one Sunday a month. The Worship Committee will do one service a month. UUFG groups do take turns doing one service a month, and individuals from the congregation will do one service a month.

- b. Interim Minister funding online option – Leah Cobb Lee – when people use Vanco to donate to UUFG, we could offer a third option (i.e., to donate to the Interim minister fund). **Motion:** Leah moved to allow Cam to add this button on the donation site. Norden seconded, and the motion passed unanimously.
- c. Foundation Director- **Motion:** Martha Soles moved to approve Kristin Stevens as the new Foundation director. Diane seconded, and the motion passed unanimously. Jeanne reported that the fossil fuel resolution brought forth at GA failed to pass.

7. Wrap Up

- a. Emerging concerns –Erin received an email from the Personnel Committee that the potential candidate for the AV tech job is no longer interested. Erin will be doing this task and training other congregation members to provide AV services.
 - b. Calendaring & Action Items – online congregational meeting on August 7, 2023.
 - c. Gratitude notes – Mary recognized Martha, Diane, and Bev for their work on the Board this past year.
 - d. Board Process – went well
 - e. Personal Check-out -
8. Adjournment – the meeting adjourned at 7:53 PM. The next regular meeting of the Board will be on July 24, 2023.

Respectfully submitted,
Beverly Giordano,
UUFG Board Secretary

DRAFT



We Are Stronger Together Pledge

As a local business/agency in Alachua County, we at _____ understand that it is our responsibility to help create a welcoming and respectful community. We acknowledge that to be a truly inclusive organization is to respect every individual's background, culture, and bodily autonomy, embracing these differences in recognition of our common humanity.

Therefore, we are committed:

- To treat everyone with respect, dignity, and equity, welcoming individuals of all races, ethnicities, nationalities, statuses, languages, sexualities, genders, identities, abilities, and religions.
- Not to tolerate hate, bigotry, and discrimination in our organization.
- To work towards creating a space where all individuals can feel safe to be their true authentic selves

By signing this pledge, it is my intention to follow these principles to my utmost ability and do my part in making Alachua County a stronger and more united community.

Your Name

Your Signature

Your Organization

Date



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Your Name

Your Signature

Your Organization

Date

July 01, 2023

Dear Leader,

Every year, each congregation in the Unitarian Universalist Association is asked to give a financial contribution to support the wider movement and sibling congregations across our Association. This contribution supports the Annual Program Fund, which is the single largest source of income for the work of our UUA. It also strengthens the covenant among us.

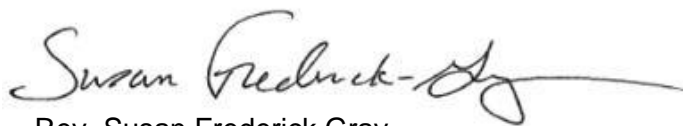
Your congregation gave the **full amount requested** to the Annual Program Fund during this fiscal year 2023. **This means you are an Honor Congregation, honoring the covenant among and between our congregations. THANK YOU!**

Your giving is a concrete expression of our congregations' covenant with one another, and is a recognition that we are not alone, but are part of an Association of Congregations. This support allows the UUA to serve the diverse needs of the 1,006 member congregations across five regions. **Congregational giving through the Annual Program Fund (APF) makes the work of the UUA possible.**

Please display this Honor certificate somewhere prominent and share with your congregation my personal appreciation on behalf of all the congregations that your generosity benefits.

Your support strengthens Unitarian Universalism. No individual congregation can possibly tackle the challenges of our society alone; we need one another, and our values are amplified powerfully when we support one another. Thank you for your giving to the Annual Program Fund. You make so much possible.

With deep gratitude,



Rev. Susan Frederick Gray
President
Unitarian Universalist Association



THE UNITARIAN UNIVERSALIST ASSOCIATION

Extends our appreciation to the

UU Fellowship of Gainesville

In

Gainesville, Florida

WITH RECOGNITION AS A

2023

Honor Congregation

For Participation in the Annual Program Fund



The Reverend Susan Frederick Gray
President
Unitarian Universalist Association



The Reverend Vail E. Weller
Director of Congregational Giving
Unitarian Universalist Association

