



# Unitarian Universalist Fellowship of Gainesville

UUFG Governing Board Meeting Agenda  
January 28, 2024 – 6:30 pm to 8:30 pm

## UUFG Covenant

In our relationships to one another, we covenant to:

- Respect and value every person in our congregation during times of agreement and disagreement,
- Minister to each other, celebrate our joys and give support in times of sorrow,
- Make decisions through a democratic process, participate, and respect the outcomes of the collective wisdom,
- Set a positive example for children through our words, actions and instructions, while cherishing them as unique individuals,
- Give our time, energy, voices and economic resources to the common good,
- In all things be guided by our Unitarian Universalist principles.

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 values and principles, together we guide our congregation and its mission and vision with transparency, gratitude, trust and respect.*
  - d. Personal Check-In
  - e. Confirm agenda and roles (timekeeper, gratitude notes, external observer)
2. [6:40 pm] Congregational Input 10 min
3. [6:50 pm] Consent Agenda 20 min
  - a. Admin Report (Att. 1)
  - b. Treasurer's Reports (Att. 2 and Att. 3)
  - c. Board Meeting Minutes November 2024 (Att. 4)
  - d. Special Board Meeting Minutes November 2024 (Att. 5)
  - e. RE Report (Att. 6)
4. [7:10 pm] Discussion, Action Items, Visioning 30 min
  - a. Follow-up on November's action items
  - b. Foundation grants (Att. 7)
  - c. Jean M. Le Mire's estate (Att. 8)
  - d. Trespassing notice (Att. 9)
  - e. Teams for ministerial search and contingency planning
  - f. Samara Powers ordination event
  - g. New visitor postcard
  - h. Fellowship Council Charter (Att. 10)
5. [7:40 pm] Leadership and Governance 20 min



## Unitarian Universalist Fellowship of Gainesville

- a. Congregation Certification completed
  - b. Board retreat follow-up with LDC
  - c. Personnel records (Att. 11)
  - d. Team for job description reviews
    - i. DLFD
    - ii. Congregational Administrator
  - e. Budget line-item feedback for Finance Committee (Att. 12)
6. [8:00 pm] Facilities 15 min
- a. Sound equipment (Att. 13)
  - b. Joy of the Lord rental (Att. 14)
  - c. TV in the social hall
  - d. Blue chairs into Sanctuary
  - e. George Dodanville- book cart
7. [8:15 pm] Wrap up 10 min
- a. Emerging Concerns
  - b. Calendaring and Action Items
  - c. Gratitude notes
  - d. Board Process – external observer
  - e. Next meeting February 25, 2025
8. [8:30] Adjournment



# Unitarian Universalist Fellowship of Gainesville

To: Governing Board  
From: Cam Pierce  
Date: January 23, 2025  
RE: Monthly Congregational Admin Report to the Board

## Membership Numbers

We have 153 members. Since my November report, Michael Wells, Susan Stannard and Allison Miller joined our Fellowship, while Madelyn Moyer resigned from membership.

We currently have 26 supporting friends listed in our database.

## Sunday Service Attendance

### Sundays, November 2024 –

- Average in person attendance for four Sundays: 95
- Average YouTube visits for four Sundays: 62
- Total average participation for four Sundays with both YouTube and in person numbers: 157

Date	YouTube	In-Person Attendance	Total
11/3/2024	58	112	
11/10/24	55	81	
11/17/24	64	74	
11/24/24	71	113	

### Sundays, November 2023 –

- Average in person attendance for four Sundays: 87
- Average YouTube visits for four Sundays: 59
- Total average participation for four Sundays: 146

Date	YouTube	In-Person Attendance	Total
11/5/2023	61	89	150
11/12/2023	52	93	145
11/19/2023	51	106	157
11/26/2023	70	60	130

**Sundays, December 2024 –**

- Average in person attendance for five Sundays: 97
- Average YouTube visits for five Sundays: 60
- Total average participation for five Sundays with both YouTube and in person numbers: 157
- Christmas Eve attendance: 73 in person / 74 YouTube
- Current YouTube subscribers: 381

<b>Date</b>	<b>YouTube</b>	<b>In-Person Attendance</b>	<b>Total</b>
12/1/24	45	106	
12/8/24	54	115	
12/15/24	66	91	
12/22/24	59	108	
12/29/24	75	66	

**Sundays, December 2023 –**

- Average in person attendance for five Sundays: 80
- Average YouTube visits for five Sundays: 70
- Total average participation for five Sundays: 149
- Current YouTube subscribers: 289

<b>Date</b>	<b>YouTube</b>	<b>In-Person Attendance</b>	<b>Total</b>
12/3/2023	60	66	126
12/10/2023	68	97	165
12/17/2023	68	80	148
12/24/2023	111	79	190
12/31/2023	42	76	118

**UUFG Office Notes****Rentals**

Renters in November/December included Gainesville Bridge Club, Gainesville Secular Science (which extended its rental for another eight weeks), Paynes Prairie Chapter of the Florida Native Plant Society, Joy of the Lord Outreach Ministries, a production of “It Can’t Happen Here,” and concerts by Annasemble, Gainesville Show Chorus and Vets for Peace

***Joy of the Lord Outreach Ministries***

Rev. JeKaren, Leah and I met with Pastor Diane Jackson and Deacon Bosie Jackson on Saturday, January 18. Our relationship with Joy of the Lord seems better than it was last month. They have made significant progress in paying their back rent, and in our conversation last Saturday, they provided us with a better understanding of their current financial situation. In January, they paid a little over \$1800. Not counting January usage, they currently owe ~ \$500. They assert that they do

have insurance and will provide us a copy. Leah will take information from our meeting with JoL to the January Board meeting.

### **Solar Power GRU Billing Issues**

We are suffering from whiplash. Following a letter from Alice Gridley, GRU took us off of the higher demand rate pricing and in fact gave us a refund of some of our previous payments. However, in December, with cold weather arriving, we again went over the threshold usage, and our electricity pricing has again gone back up to higher demand pricing, which per GRU policy will likely remain in place for the next 11 months.

Alice Gridley, Tim Christy, Mary Anthony and I have exchanged multiple emails on the subject. Alice is crafting another letter to GRU, and I expect that we will have a Zoom meeting next week. We are discussing possible strategies about how we might address the problem. Possibilities include installing our own meter reader to get usage data we can use to manage usage, to investigating alternatives to our current heat-strip air handlers, to possibly even installing a new computer controlled master thermostat that could coordinate and stagger how various systems engage, so that we avoid going over the 50 kw threshold. However, we are definitely in the information gathering stage.

### **Safety Team**

The Safety Team met on January 22. We discussed the need for training in AED usage and CPR as well as dangerous situations such as active shooters, etc. We also discussed a situation regarding a frequent visitor who became confrontational following the service on January 5. I have submitted a report to Leah concerning this situation for the Board's consideration. Our next meeting will be at 6 pm on Wednesday, February 12 via Zoom. We are hoping that the evening timeslot and Zoom format will encourage greater participation.

### **Mailings & Communications**

At its last meeting, the board approved sending out anniversary letters, and I understand that a letter is "under construction." We have not sent anniversary letters this year.

Our postcard that we send to first time visitors is in need of an update. I spoke with Rev. JeKaren and James as well as Debra Neill-Mareci about the postcard redo, and I submitted an agenda item to the Board for their feedback, given the absence of a functioning Membership Committee.

### **Website, Social Media & Auction**

I updated service and other event info on our website and Facebook page. I also created an Auction page in our website's members' section and have provided some technical assistance to Susan Christy as she and her team prepare for our Feb 1 Auction.

### **Finance**

I participated in our monthly Finance Committee meeting, preparing financial reports for their review and for the board agenda. I sent out second quarter giving statements to the congregation, and I will send out 2024 giving statements for tax purposes in the near future. I have provided Jim Wright with data that he is using to plan for our upcoming stewardship drive.

### **Personal Time**

In November, I use personal days on November 7, 8 and 14. In December, I took personal days on the 19<sup>th</sup> and 20<sup>th</sup>. With these personal days, I have used up all of my 23-24 leave time, and three days of my 2024-2025 leave time. Next month, I will be out of the office for three work days, from Thursday, February 13 through Monday, February 17.

Unitarian Universalist Fellowship - Gainesville FL									
Treasurer's Report as of November 2024 for General Fund									
Wednesday, December 11, 2024									
Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Over/Under	Annual Budget	Annual Budget	
		November 2024				YTD+(-)		Remaining	
<b>Income</b>									
<b>Income to General Fund</b>									
<b>Sustaining Gifts-Members &amp; Friends</b>									
4.100.030	Current Years Pledges	33,464.50	24,396.00	124,570.78*	121,980.00	2,590.78	292,748.00	168,177.22	
4.100.050	Sunday Collect/Unidentified G	1,057.16	950.00	4,904.06*	4,750.00	154.06	11,394.00	6,489.94	
	<b>Total Sustaining Gifts-Members &amp; Friends</b>	<b>\$34,521.66</b>	<b>\$25,346.00</b>	<b>\$129,474.84*</b>	<b>\$126,730.00</b>	<b>\$2,744.84</b>	<b>\$304,142.00</b>	<b>\$174,667.16</b>	
<b>Miscellaneous Income</b>									
4.100.210	Rental Income	762.50	917.00	8,403.50*	4,585.00	3,818.50	11,000.00	2,596.50	
4.100.300	Special Activities and Auction	0.00	1,333.00	0.00	6,665.00	(6,665.00)	16,000.00	16,000.00	
4.100.330	Interest	37.76	292.00	211.66	1,460.00	(1,248.34)	3,500.00	3,288.34	
4.100.430	Book Cart Income	0.00	25.00	1,000.00*	125.00	875.00	300.00	(700.00)	
	<b>Total Miscellaneous Income</b>	<b>\$800.26</b>	<b>\$2,567.00</b>	<b>\$9,615.16</b>	<b>\$12,835.00</b>	<b>(\$3,219.84)</b>	<b>\$30,800.00</b>	<b>\$21,184.84</b>	
	<b>Total Income to General Fund</b>	<b>\$35,321.92</b>	<b>\$27,913.00</b>	<b>\$139,090.00</b>	<b>\$139,565.00</b>	<b>(\$475.00)</b>	<b>\$334,942.00</b>	<b>\$195,852.00</b>	
	<b>Total Income</b>	<b>\$35,321.92</b>	<b>\$27,913.00</b>	<b>\$139,090.00</b>	<b>\$139,565.00</b>	<b>(\$475.00)</b>	<b>\$334,942.00</b>	<b>\$195,852.00</b>	
<b>Expense</b>									
<b>Expenses from General Fund</b>									
<b>Programs</b>									
5.100.110	Membership	0.00	67.00	129.01	335.00	(205.99)	800.00	670.99	
5.100.120	UU Leadership	0.00	50.00	600.00*	250.00	350.00	600.00	0.00	
5.100.130	Social Justice	84.00	125.00	274.00	625.00	(351.00)	1,500.00	1,226.00	
5.100.140	RELATE	0.00	8.00	0.00	40.00	(40.00)	100.00	100.00	
5.100.150	CUUPS	0.00	21.00	95.53	105.00	(9.47)	250.00	154.47	
5.100.240	RE Program Activities	153.87	183.00	1,018.16*	915.00	103.16	2,200.00	1,181.84	
5.100.270	Background Checks	162.00	50.00	338.75*	250.00	88.75	600.00	261.25	
5.100.280	Hospitality Budgeted	0.00	17.00	0.00	85.00	(85.00)	200.00	200.00	
5.100.300	Special Activities and Auction Expenses	0.00	83.00	0.00	415.00	(415.00)	1,000.00	1,000.00	
5.100.310	Worship - Sunday Services	600.00	617.00	1,023.72	3,085.00	(2,061.28)	7,400.00	6,376.28	
5.100.320	Music Program	11.63	200.00	234.77	600.00	(365.23)	2,000.00	1,765.23	
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	8.00	0.00	40.00	(40.00)	100.00	100.00	
	<b>Total Programs</b>	<b>\$1,011.50</b>	<b>\$1,429.00</b>	<b>\$3,713.94</b>	<b>\$6,745.00</b>	<b>(\$3,031.06)</b>	<b>\$17,250.00</b>	<b>\$13,536.06</b>	
<b>Administration &amp; Operational Support</b>									
5.100.010	Board Discretionary Funds	0.00	83.00	940.00*	415.00	525.00	1,000.00	60.00	
5.100.020	Pastoral Care Expense	0.00	17.00	0.00	85.00	(85.00)	200.00	200.00	
5.100.030	Contributions to Reserves	417.00	417.00	2,085.00	2,085.00	0.00	5,000.00	2,915.00	
5.100.520	Denominational Dues	0.00	1,423.00	5,702.00	7,115.00	(1,413.00)	17,078.00	11,376.00	
5.100.525	Insurance	1,729.29	1,583.00	8,367.74*	7,915.00	452.74	19,000.00	10,632.26	
5.100.530	Office Expense	405.10	583.00	2,544.39	2,915.00	(370.61)	7,000.00	4,455.61	
5.100.540	Bookkeeper	0.00	250.00	350.00	1,250.00	(900.00)	3,000.00	2,650.00	
5.100.545	Telephone & Internet	482.14	625.00	2,447.60	3,125.00	(677.40)	7,500.00	5,052.40	
5.100.550	Utilities - Electricity & Water	1,321.90	1,250.00	5,868.24	6,250.00	(381.76)	15,000.00	9,131.76	
5.100.560	Waste Disposal	234.05	217.00	896.38	1,085.00	(188.62)	2,600.00	1,703.62	
5.100.570	Custodial Service	900.00	900.00	4,500.00	4,500.00	0.00	10,800.00	6,300.00	
5.100.572	Custodial Supplies	15.98	69.00	15.98	345.00	(329.02)	825.00	809.02	
5.100.575	Facilities Maintenance	426.88	792.00	3,754.53	3,960.00	(205.47)	9,500.00	5,745.47	
5.100.580	Backflow and Fire Suppression	450.00	333.00	1,195.24	1,665.00	(469.76)	4,000.00	2,804.76	
5.100.583	Security & Safety	0.00	58.00	172.98	290.00	(117.02)	700.00	527.02	

5.100.585	Pest Control	0.00	0.00	400.00	400.00	0.00	400.00	0.00
5.100.595	VANCO, Online Platform and Bank Fees	107.48	167.00	667.34	835.00	(167.66)	2,000.00	1,332.66
	<b>Total Administration &amp; Operational Support</b>	<b>\$6,489.82</b>	<b>\$8,767.00</b>	<b>\$39,907.42</b>	<b>\$44,235.00</b>	<b>(\$4,327.58)</b>	<b>\$105,603.00</b>	<b>\$65,695.58</b>
<b>Compensation &amp; Related Expenses</b>								
5.100.610	Ministers Salary	4,041.67	4,042.00	19,269.26	20,210.00	(940.74)	48,500.00	29,230.74
5.100.620	Ministers Housing Allowance	2,500.00	2,500.00	10,000.00	12,500.00	(2,500.00)	30,000.00	20,000.00
5.100.630	Ministers, In Lieu of Self Employment Tax	500.42	500.00	2,001.68	2,500.00	(498.32)	6,005.00	4,003.32
5.100.640	Ministers Pension Fund	708.33	708.00	3,541.65*	3,540.00	1.65	8,500.00	4,958.35
5.100.650	Ministers Health Insurance	874.98	1,250.00	1,425.44	6,250.00	(4,824.56)	15,000.00	13,574.56
5.100.660	Ministerial Transition Expense	0.00	1,125.00	0.00	5,625.00	(5,625.00)	13,500.00	13,500.00
5.100.670	Ministers Professional Expenses	0.00	667.00	867.30	3,335.00	(2,467.70)	8,000.00	7,132.70
5.100.680	Contributions to Ministers Sabbatical Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5.100.710	Congregational Administrator Salary	3,603.04	3,707.00	18,640.18*	18,535.00	105.18	44,480.00	25,839.82
5.100.712	Congregational Administrator-Professional Expenses	0.00	167.00	100.00	835.00	(735.00)	2,000.00	1,900.00
5.100.720	Choir Director Salary	1,850.00	1,850.00	9,039.54	9,250.00	(210.46)	22,200.00	13,160.46
5.100.722	Music Director's Professional Expenses	0.00	183.00	59.99	915.00	(855.01)	2,200.00	2,140.01
5.100.725	Pianist/Accompanist - Payroll	500.00	250.00	950.00	1,250.00	(300.00)	3,000.00	2,050.00
5.100.728	Audiovisual Technician	228.00	417.00	608.00	2,085.00	(1,477.00)	5,000.00	4,392.00
5.100.731	Director of RE Salary	2,249.82	2,250.00	11,181.24	11,250.00	(68.76)	27,000.00	15,818.76
5.100.732	Director of Religious Education-Professional Exp.	0.00	225.00	509.91	1,125.00	(615.09)	2,700.00	2,190.09
5.100.740	Child Care	578.00	667.00	3,191.75	3,335.00	(143.25)	8,000.00	4,808.25
5.100.820	Staff Pensions	595.67	596.00	2,978.35	2,980.00	(1.65)	7,148.00	4,169.65
5.100.910	Payroll Tax Expenses	650.93	680.00	3,500.91*	3,400.00	100.91	8,161.00	4,660.09
	<b>Total Compensation &amp; Related Expenses</b>	<b>\$18,880.86</b>	<b>\$21,784.00</b>	<b>\$87,865.20</b>	<b>\$108,920.00</b>	<b>(\$21,054.80)</b>	<b>\$261,394.00</b>	<b>\$173,528.80</b>
	<b>Total Expenses from General Fund</b>	<b>\$26,382.18</b>	<b>\$31,980.00</b>	<b>\$131,486.56</b>	<b>\$159,900.00</b>	<b>(\$28,413.44)</b>	<b>\$384,247.00</b>	<b>\$252,760.44</b>
	<b>Total Expense</b>	<b>\$26,382.18</b>	<b>\$31,980.00</b>	<b>\$131,486.56</b>	<b>\$159,900.00</b>	<b>(\$28,413.44)</b>	<b>\$384,247.00</b>	<b>\$252,760.44</b>
	<b>Difference</b>	<b>\$8,939.74</b>	<b>(\$4,067.00)</b>	<b>\$7,603.44</b>	<b>(\$20,335.00)</b>		<b>(\$49,305.00)</b>	
* = Income/Expense exceeds amount budgeted to date								

						Unitarian Universalist Fellowship - Gainesville, FL				
						Budget Variance Report				
						November 2024				
Account #	Account Name									
Income										
Income to General Fund										
Sustaining Gifts-Members & Friends										
4.100.030	Current Years Pledges				Pledge income is over budget for November by ~ \$9000					
4.100.050	Sunday Collect/Unidentified Giving									
Miscellaneous Income										
4.100.210	Rental Income				Main monthly rental income from the Gainesville Bridge Club and Joy of the Lord Outreach Ministries, but in October we had other rentals (Home School classes renewal, holiday concert)					
4.100.300	Special Activities-Auction									
4.100.330	Interest									
4.100.430	Book Cart Income									
Expense										
Expenses from General Fund										
Programs										
5.100.110	Membership									
5.100.120	UU Leadership				September board retreat supplies reimbursement - leadership line item budget is spent. Future expenses will come from fund					
5.100.130	Social Justice									
5.100.140	RELATE									
5.100.150	CUUPS									
5.100.240	RE Program Activities				Misc supplies & food, etc.					
5.100.270	Background Checks				two background checks per James' request					
5.100.280	Hospitality Budgeted									
5.100.300	Special Activities and Auction Expenses									
5.100.310	Worship - Sunday Services				two Sunday speakers in November					
5.100.320	Music Program									
5.100.410	Canvass Expenses									
5.100.430	Book Cart Expense									
Administration & Operational Support					sofa for Sanctuary					
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				Premium payments to Liberty Mutual					
5.100.530	Office Expense				Includes contracts with Konica Minolta and Office 365. October also had misc resupplies.					
5.100.540	Bookkeeper				Contract with Mignon Craig, bookkeeper					
5.100.545	Telephone & Internet				Includes contract with Cox Communications, webhosts and other related services					
5.100.550	Utilities - Electricity				GRU/electric & water expenses. Our monthly electrical payments went up in September because we exceeded the peak demand threshold, which put us into a new pricing structure. This higher fee structure is reflected in the November GRU payment. However, these expenses will go down in December, as GRU has not only returned us to the non-demand rate but is crediting us for ~\$6000 in payments.					
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									
5.100.575	Facilities Maintenance				November's main expense was removing debris from behind the fire circle shed					
5.100.580	Backflow and Fire Suppression				monitoring service fees. In November, we also incurred \$430 to pay for the diagnosis of our failing fire alarm control panel.					
5.100.583	Security & Safety									
5.100.585	Pest Control				Melrose Pest Control's annual termite treatment was performed in September					
5.100.595	VANCO, Online Platform and Bank Fees				Vanco manges most of our online donations. The other online platforms we use include Venmo, PayPal and Stripe.					



[illegible]

Unitarian Universalist Fellowship - Gainesville FL						
Consolidated Fund Activity Report for November 2024						
Wednesday, December 11, 2024						
Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.100.100	General Fund Balance	77,680.04	35,321.92	26,382.18	(520.00)	86,099.78
3.100.301	Ministers Discretionary Pass Through Fund Balance	0.00	511.65	511.65	0.00	0.00
3.100.321	Minister's Sabbatical Fund Balance	27,908.58	0.00	0.00	0.00	27,908.58
3.100.700	Minister's Housing Fund Balance	936.90	520.00	658.96	0.00	797.94
3.201.120	CUUPS Support Fund Balance	631.00	0.00	0.00	0.00	631.00
3.202.100	Music Support Fund	1,978.10	0.00	0.00	0.00	1,978.10
3.203.110	Memory Garden Fund	702.11	0.00	0.00	0.00	702.11
3.203.120	Courtyard Fund Balance	2,500.16	0.00	0.00	0.00	2,500.16
3.203.140	Interim Ministry Fund Balance	49,421.00	5,602.55	0.00	0.00	55,023.55
3.203.145	Board Special Holding Fund Balance	24,652.00	0.00	0.00	0.00	24,652.00
3.203.150	Labyrinth Fund Balance	2,000.00	0.00	0.00	0.00	2,000.00
3.204.110	Book Cart Fund	79.90	0.00	0.00	0.00	79.90
3.206.100	Foundation Grants					
3.206.113	Youth Room Update (Grant) Fund Balance	259.38	0.00	0.00	0.00	259.38
3.206.115	Banned Books (Grant) Fund Balance	73.95	0.00	0.00	0.00	73.95
3.206.117	Sanctuary Lighting (Grant) Balance	0.00	6,456.00	0.00	0.00	6,456.00
3.206.118	Hearing Assistance Devices (Grant) Fund Balance	0.00	1,100.00	0.00	0.00	1,100.00
3.206.140	UU Leadership Fund - Balance	4,425.12	0.00	0.00	0.00	4,425.12
3.206.141	OWL Fund (Grant) Balance	0.00	510.00	0.00	0.00	510.00
3.206.189	Hospitality Supply (grant) Balance	742.00	0.00	0.00	0.00	742.00
3.206.190	Memory Garden (grant) Balance	2,075.00	0.00	0.00	0.00	2,075.00
3.210.100	CYREC					
3.210.110	RE Fund Balance	1,971.18	0.00	0.00	0.00	1,971.18
3.210.120	Youth Support Fund Balance	1,402.05	0.00	0.00	0.00	1,402.05
3.210.125	OWL Fund Balance	7,947.07	0.00	0.00	0.00	7,947.07
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	4,529.26	889.00	1,446.63	0.00	3,971.63
3.216.160	Share The Plate Balance	919.03	302.00	919.03	0.00	302.00
3.400.100	Future Funding & Capital Reserve Accounts Balance					
3.404.110	Res. Fd for Large Scale Maintenance-Balance	55,662.57	0.00	3,342.00	417.00	52,737.57
3.500.100	Land & Building Fund	1,043,432.00	0.00	0.00	0.00	1,043,432.00
3.500.150	Furnishings & Equipment Fund	62,670.00	0.00	0.00	0.00	62,670.00
3.500.200	UUFG Foundation Balance	501,828.19	0.00	0.00	(18,475.89)	483,352.30
3.500.250	Ministers Discretionary Fund Bank Account Balance	5,965.99	0.00	0.00	(511.65)	5,454.34
	<b>Total</b>	<b>\$1,882,487.58</b>	<b>\$51,213.12</b>	<b>\$33,260.45</b>	<b>(\$19,090.54)</b>	<b>\$1,881,349.71</b>

**Unitarian Universalist Fellowship - Gainesville**  
**Consolidated Fund Narrative Report**  
**November 2024**

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	Mary Anthony/Leah Cobb Lee/Rev. JeKaren Olaoya	Donations	This is a pass-thru account. We transfer this money to a separate checking account that the minister manages. We are also using this line item to process Rev. JeKaren's use of her credit card for Minister's Discretionary Fund transactions.
3.100.321	Ministers Sabbatical Fund Balance	Board	General Fund	Originally money reserved for a substitute Minister when our Minister goes on Sabbatical (Yrs 4-7) . Will be used to cover interim ministry expenses in coming years.
3.100.700	Minister's Housing Fund Balance	Mary Anthony	General Fund	Board approved creating a fund for Rev. JeKaren's hotel expenses, transferring \$520/month from the general fund in August, September, October & November.
3.201.120	CUUPS Support Fund Balance	Debra Neill-Mareci	Donations	For Sacred Oak CUUPS group for ritual expenses and fire circle upkeep
3.202.100	Music Support Fund	Beverly Sanders, Choir President	Donations/Events	For music program expenses not covered by the budgeted line item. This month shows income from concert
3.203.110	Memory Garden Fund	Pete Turner & Tamara Evonne	Donations	For the maintenance of the memory garden. Main expenses are 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	Donated funds held to help pay salary and expenses of an interim minister.
3.203.145	Board Special Holding Fund Balance	Mary Anthony	General Fund transfer	Board authorized fund to use in case we need additional funding for FY 2024-2025 expenses.
3.203.150	Labrynth Fund	Debra Neill-Mareci	Donations	Funds to maintain and improve our labyrinth. Money transferred in July from Foundation grant line item per Denis Whittaker & family.
3.204.110	Book Cart Fund	Paul Hargrave	Sales	Book purchase income. In August, we transferred \$1000 from the fund, reflecting collections over the past several fiscal years.
	<b><i>Foundation Grants</i></b>			
3.206.113	Youth Room Update Fund	James Chase	Foundation	Fall 2022 grant
3.206.115	Banned Books Fund	Mary Bahr	Foundation	Fall 2023 grant
3.206.117	Sanctuary Lighting Fund	Marilyn Roberts	Foundation	Fall 2024 grant
3.206.118	Hearing Assistance Devices Fund	Sue Boone	Foundation	Fall 2024 grant
3.206.140	UU Leadership Fund	LDC	Foundation	
3.206.141	OWL Fund	James Chase	Foundation	Fall 2024 grant
3.206.189	Hospitality Supply Fund	Debra Neill-Mareci & Hazel Hazlett	Foundation	Spring 2024 grant to purchase new plates and supplies for the kitchen. No receipts have been submitted.
3.206.090	Memory Garden (grant) Fund	Joy Avery	Foundation	Spring 2024 grant to have camillias professionally trimmed. No receipts have been submitted.

**Unitarian Universalist Fellowship - Gainesville**  
**Consolidated Fund Narrative Report**  
**November 2024**

Account #	Account Name	Name	Source	Purpose
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	<b><i>CYREC</i></b>			
3.210.120	RE Fund Balance	James Chase	raising activities	To benefit children & youth.
3.210.120	Youth Support Fund Balance	James Chase	Fundraisers (pancake breakfasts, CON fees, car washes, etc.)	To support Youth Group activities and events.
3.210.125	OWL Fund Balance	James Chase	Payments & fundraisers	Funds received to pay for OWL training and classes. OWL training classess were rescheduled from Oct 2024 to Jan 2025 because of Hurricane Milton
3.201.160	Playground/Coffee Fund Balance	James Chase	Fundraisers	To support playground equipment and supplies
	<b><i>Social Justice Fund</i></b>			
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. In October and November, we recorded receipts from "It Can't Happen Here" productions. The November disbursement is the share of receipts owed to Actors Warehouse.
2.216.160	Share The Plate Balance	Mary Bahr	Directed Donations	Donations collected typically as Sunday offering on the third Sunday of the month and as directed donations through online payment porrtals.
	<b><i>Future Funding &amp; Capital Reserve Accts.</i></b>			
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 FY 2024-25, we are paying \$417/month into the fund.
3.500.100	Land & Building Fund			Assessment using Alachua County Property Appraisers figures per 2023.
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. JeKaren Olaoya, Leah Cobb Lee & Mary Anthony	Donations	This is the balance in the Minister's Discretionary Fund Bank Acct, updated monthly. No changes in October.

Unitarian Universalist Fellowship - Gainesville FL			
Balance Sheet as of November 30, 2024			
Wednesday, December 11, 2024			
Account #	Account Name	Beginning Balance	YTD Balance
<b>Assets</b>			
<b>Cash</b>			
1.000.130	Ameris Bank-Checking	186,909.39	129,630.51
1.000.140	Ameris Bank-Money Market	81,604.88	81,816.54
1.000.155	Solar Fund - Checking	147.75	0.00
	<b>Total Cash</b>	<b>\$268,662.02</b>	<b>\$211,447.05</b>
<b>Fixed Assets</b>			
1.000.310	Building & Land	1,105,900.00	1,043,432.00
1.000.320	Equipment	62,670.00	62,670.00
	<b>Total Fixed Assets</b>	<b>\$1,168,570.00</b>	<b>\$1,106,102.00</b>
<b>Other Assets</b>			
1.000.160	CDs - Certificates of Deposit	0.00	75,000.00
1.000.410	UUFG Foundation	476,678.83	483,352.30
1.100.250	Ministers Discretionary Fund Account	597.99	5,454.34
	<b>Total Other Assets</b>	<b>\$477,276.82</b>	<b>\$563,806.64</b>
	<b>Total Assets</b>	<b>\$1,914,508.84</b>	<b>\$1,881,355.69</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
2.000.120	Payroll Taxes Payable	5.98	5.98
	<b>Total Current Liabilities</b>	<b>\$5.98</b>	<b>\$5.98</b>
	<b>Total Liabilities</b>	<b>\$5.98</b>	<b>\$5.98</b>
<b>Fund Balance</b>			
3.100.100	General Fund Balance	105,228.34	86,099.78
3.100.301	Ministers Discretionary Pass Through Fund Balance	5,668.00	0.00
3.100.321	Minister's Sabbatical Fund Balance	27,908.58	27,908.58
3.100.700	Minister's Housing Fund Balance	0.00	797.94
3.201.120	CUUPS Support Fund Balance	631.00	631.00
3.202.100	Music Support Fund	1,703.00	1,978.10
3.203.110	Memory Garden Fund	814.11	702.11
3.203.120	Courtyard Fund Balance	2,500.16	2,500.16
3.203.130	Solar Panel Fund Balance	(147.75)	0.00
3.203.140	Interim Ministry Fund Balance	49,421.00	55,023.55
3.203.145	Board Special Holding Fund Balance	0.00	24,652.00
3.203.150	Labyrinth Fund Balance	2,000.00	2,000.00
3.204.110	Book Cart Fund	1,079.90	79.90
3.206.100	Foundation Grants		
3.206.113	Youth Room Update (Grant) Fund Balance	259.38	259.38
3.206.115	Banned Books (Grant) Fund Balance	73.95	73.95
3.206.116	Security Camera Grant Balance	256.83	0.00
3.206.117	Sanctuary Lighting (Grant) Balance	0.00	6,456.00
3.206.118	Hearing Assistance Devices (Grant) Fund Balance	0.00	1,100.00
3.206.140	UU Leadership Fund - Balance	4,536.33	4,425.12
3.206.141	OWL Fund (Grant) Balance	0.00	510.00
3.206.189	Hospitality Supply (grant) Balance	742.00	742.00
3.206.190	Memory Garden (grant) Balance	2,075.00	2,075.00
	<b>Total Foundation Grants</b>	<b>\$7,943.49</b>	<b>\$15,641.45</b>
3.210.100	CYREC		
3.210.110	RE Fund Balance	1,971.18	1,971.18
3.210.120	Youth Support Fund Balance	1,070.91	1,402.05
3.210.125	OWL Fund Balance	3,056.42	7,947.07
3.210.160	Playground/Coffee Fund Balance	95.00	95.00
	<b>Total CYREC</b>	<b>\$6,193.51</b>	<b>\$11,415.30</b>
3.216.100	Social Justice Fund		
3.216.110	Social Justice Unallocated Funds	3,290.26	3,971.63
3.216.160	Share The Plate Balance	280.12	302.00
	<b>Total Social Justice Fund</b>	<b>\$3,570.38</b>	<b>\$4,273.63</b>
3.400.100	Future Funding & Capital Reserve Accounts Balance		
3.404.110	Res. Fd for Large Scale Maintenance- Balance	53,994.57	52,737.57
	<b>Total Future Funding &amp; Capital Reserve Accounts Balance</b>	<b>\$53,994.57</b>	<b>\$52,737.57</b>
3.500.100	Land & Building Fund	1,105,900.00	1,043,432.00
3.500.150	Furnishings & Equipment Fund	62,670.00	62,670.00
3.500.155	Solar Fund Bank Account Balance	147.75	0.00
3.500.200	UUFG Foundation Balance	476,678.83	483,352.30
3.500.250	Ministers Discretionary Fund Bank Account Balance	597.99	5,454.34
	<b>Total Fund Balance</b>	<b>\$1,914,502.86</b>	<b>\$1,881,349.71</b>
	<b>Total Liabilities and Fund Balance</b>	<b>\$1,914,508.84</b>	<b>\$1,881,355.69</b>

Unitarian Universalist Fellowship - Gainesville FL									
Treasurer's Report as of December 2024 for General Fund									
Tuesday, January 14, 2025									
Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Over/Under	Annual Budget	Annual Budget	
		Dec 2024				YTD+(-)		Remaining	
<b>Income</b>									
<b>Income to General Fund</b>									
<b>Sustaining Gifts-Members &amp; Friends</b>									
4.100.030	Current Years Pledges	42,011.93	24,396.00	166,582.71*	146,376.00	20,206.71	292,748.00	126,165.29	
4.100.050	Sunday Collect/Unidentified G	2,288.91	950.00	7,192.97*	5,700.00	1,492.97	11,394.00	4,201.03	
	<b>Total Sustaining Gifts-Members &amp; Friends</b>	<b>\$44,300.84</b>	<b>\$25,346.00</b>	<b>\$173,775.68*</b>	<b>\$152,076.00</b>	<b>\$21,699.68</b>	<b>\$304,142.00</b>	<b>\$130,366.32</b>	
<b>Miscellaneous Income</b>									
4.100.210	Rental Income	760.00	917.00	9,163.50*	5,502.00	3,661.50	11,000.00	1,836.50	
4.100.300	Special Activities and Auction	0.00	1,333.00	0.00	7,998.00	(7,998.00)	16,000.00	16,000.00	
4.100.330	Interest	36.77	292.00	248.43	1,752.00	(1,503.57)	3,500.00	3,251.57	
4.100.430	Book Cart Income	0.00	25.00	1,000.00*	150.00	850.00	300.00	(700.00)	
	<b>Total Miscellaneous Income</b>	<b>\$796.77</b>	<b>\$2,567.00</b>	<b>\$10,411.93</b>	<b>\$15,402.00</b>	<b>(\$4,990.07)</b>	<b>\$30,800.00</b>	<b>\$20,388.07</b>	
	<b>Total Income to General Fund</b>	<b>\$45,097.61</b>	<b>\$27,913.00</b>	<b>\$184,187.61</b>	<b>\$167,478.00</b>	<b>\$16,709.61</b>	<b>\$334,942.00</b>	<b>\$150,754.39</b>	
	<b>Total Income</b>	<b>\$45,097.61</b>	<b>\$27,913.00</b>	<b>\$184,187.61</b>	<b>\$167,478.00</b>	<b>\$16,709.61</b>	<b>\$334,942.00</b>	<b>\$150,754.39</b>	
<b>Expense</b>									
<b>Expenses from General Fund</b>									
<b>Programs</b>									
5.100.110	Membership	0.00	67.00	129.01	402.00	(272.99)	800.00	670.99	
5.100.120	UU Leadership	0.00	50.00	600.00*	300.00	300.00	600.00	0.00	
5.100.130	Social Justice	0.00	125.00	274.00	750.00	(476.00)	1,500.00	1,226.00	
5.100.140	RELATE	0.00	8.00	0.00	48.00	(48.00)	100.00	100.00	
5.100.150	CUUPS	0.00	21.00	95.53	126.00	(30.47)	250.00	154.47	
5.100.240	RE Program Activities	298.66	183.00	1,316.82*	1,098.00	218.82	2,200.00	883.18	
5.100.270	Background Checks	0.00	50.00	338.75*	300.00	38.75	600.00	261.25	
5.100.280	Hospitality Budgeted	0.00	17.00	0.00	102.00	(102.00)	200.00	200.00	
5.100.300	Special Activities and Auction Expenses	350.00	83.00	350.00	498.00	(148.00)	1,000.00	650.00	
5.100.310	Worship - Sunday Services	0.00	617.00	1,023.72	3,702.00	(2,678.28)	7,400.00	6,376.28	
5.100.320	Music Program	0.00	200.00	234.77	800.00	(565.23)	2,000.00	1,765.23	
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	8.00	0.00	48.00	(48.00)	100.00	100.00	
	<b>Total Programs</b>	<b>\$648.66</b>	<b>\$1,429.00</b>	<b>\$4,362.60</b>	<b>\$8,174.00</b>	<b>(\$3,811.40)</b>	<b>\$17,250.00</b>	<b>\$12,887.40</b>	
<b>Administration &amp; Operational Support</b>									
5.100.010	Board Discretionary Funds	(200.00)	83.00	740.00*	498.00	242.00	1,000.00	260.00	
5.100.020	Pastoral Care Expense	0.00	17.00	0.00	102.00	(102.00)	200.00	200.00	
5.100.030	Contributions to Reserves	417.00	417.00	2,502.00	2,502.00	0.00	5,000.00	2,498.00	
5.100.520	Denominational Dues	2,866.00	1,423.00	8,568.00*	8,538.00	30.00	17,078.00	8,510.00	
5.100.525	Insurance	1,669.78	1,583.00	10,037.52*	9,498.00	539.52	19,000.00	8,962.48	
5.100.530	Office Expense	1,628.71	583.00	4,173.10*	3,498.00	675.10	7,000.00	2,826.90	
5.100.540	Bookkeeper	0.00	250.00	350.00	1,500.00	(1,150.00)	3,000.00	2,650.00	
5.100.545	Telephone & Internet	482.14	625.00	2,929.74	3,750.00	(820.26)	7,500.00	4,570.26	
5.100.550	Utilities - Electricity & Water	0.00	1,250.00	5,868.24	7,500.00	(1,631.76)	15,000.00	9,131.76	
5.100.560	Waste Disposal	233.78	217.00	1,130.16	1,302.00	(171.84)	2,600.00	1,469.84	
5.100.570	Custodial Service	900.00	900.00	5,400.00	5,400.00	0.00	10,800.00	5,400.00	
5.100.572	Custodial Supplies	158.57	69.00	174.55	414.00	(239.45)	825.00	650.45	
5.100.575	Facilities Maintenance	32.93	792.00	3,787.46	4,752.00	(964.54)	9,500.00	5,712.54	
5.100.580	Backflow and Fire Suppression	316.62	333.00	1,511.86	1,998.00	(486.14)	4,000.00	2,488.14	

Unitarian Universalist Fellowship - Gainesville FL											
Treasurer's Report as of December 2024 for General Fund											
Tuesday, January 14, 2025											
Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Budget YTD	Over/Under YTD+(-)	Annual Budget	Annual Budget Remaining			
		Dec 2024									
5.100.583	Security & Safety	0.00	58.00	172.98	348.00	(175.02)	700.00	527.02			
5.100.585	Pest Control	0.00	0.00	400.00	400.00	0.00	400.00	0.00			
5.100.595	VANCO, Online Platform and Bank Fees	122.11	167.00	789.45	1,002.00	(212.55)	2,000.00	1,210.55			
	Total Administration & Operational Support	\$8,627.64	\$8,767.00	\$48,535.06	\$53,002.00	(\$4,466.94)	\$105,603.00	\$57,067.94			
Compensation & Related Expenses											
5.100.610	Ministers Salary	4,041.67	4,042.00	23,310.93	24,252.00	(941.07)	48,500.00	25,189.07			
5.100.620	Ministers Housing Allowance	2,500.00	2,500.00	12,500.00	15,000.00	(2,500.00)	30,000.00	17,500.00			
5.100.630	Ministers, In Lieu of Self Employment Tax	500.42	500.00	2,502.10	3,000.00	(497.90)	6,005.00	3,502.90			
5.100.640	Ministers Pension Fund	708.33	708.00	4,249.98*	4,248.00	1.98	8,500.00	4,250.02			
5.100.650	Ministers Health Insurance	291.66	1,250.00	1,717.10	7,500.00	(5,782.90)	15,000.00	13,282.90			
5.100.660	Ministerial Transition Expense	0.00	1,125.00	0.00	6,750.00	(6,750.00)	13,500.00	13,500.00			
5.100.670	Ministers Professional Expenses	348.47	667.00	1,215.77	4,002.00	(2,786.23)	8,000.00	6,784.23			
5.100.680	Contributions to Ministers Sabbatical Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
5.100.710	Congregational Administrator Salary	3,589.72	3,707.00	22,229.90	22,242.00	(12.10)	44,480.00	22,250.10			
5.100.712	Congregational Administrator-Professional Expenses	0.00	167.00	100.00	1,002.00	(902.00)	2,000.00	1,900.00			
5.100.720	Choir Director Salary	1,850.00	1,850.00	10,889.54	11,100.00	(210.46)	22,200.00	11,310.46			
5.100.722	Music Director's Professional Expenses	0.00	183.00	59.99	1,098.00	(1,038.01)	2,200.00	2,140.01			
5.100.725	Pianist/Accompanist - Payroll	150.00	250.00	1,100.00	1,500.00	(400.00)	3,000.00	1,900.00			
5.100.728	Audiovisual Technician	152.00	417.00	760.00	2,502.00	(1,742.00)	5,000.00	4,240.00			
5.100.731	Director of RE Salary	2,695.91	2,250.00	13,877.15*	13,500.00	377.15	27,000.00	13,122.85			
5.100.732	Director of Religious Education-Professional Exp.	331.08	225.00	840.99	1,350.00	(509.01)	2,700.00	1,859.01			
5.100.740	Child Care	556.75	667.00	3,748.50	4,002.00	(253.50)	8,000.00	4,251.50			
5.100.820	Staff Pensions	595.67	596.00	3,574.02	3,576.00	(1.98)	7,148.00	3,573.98			
5.100.910	Payroll Tax Expenses	676.60	680.00	4,177.51*	4,080.00	97.51	8,161.00	3,983.49			
	Total Compensation & Related Expenses	\$18,988.28	\$21,784.00	\$106,853.48	\$130,704.00	(\$23,850.52)	\$261,394.00	\$154,540.52			
	Total Expenses from General Fund	\$28,264.58	\$31,980.00	\$159,751.14	\$191,880.00	(\$32,128.86)	\$384,247.00	\$224,495.86			
	Total Expense	\$28,264.58	\$31,980.00	\$159,751.14	\$191,880.00	(\$32,128.86)	\$384,247.00	\$224,495.86			
	Difference	\$16,833.03	(\$4,067.00)	\$24,436.47	(\$24,402.00)		(\$49,305.00)				
* = Income/Expense exceeds amount budgeted to date											

					<b>Unitarian Universalist Fellowship - Gainesville, FL</b>
					<b>Budget Variance Report</b>
					<b>December 2024</b>
Account #	Account Name				
<i>Income</i>					
<i>Income to General Fund</i>					
<i>Sustaining Gifts-Members &amp; Friends</i>					
4.100.030	Current Years Pledges				Pledge income is over budget for December by ~ \$17,600, as some pledges came in before the end of the calendar year.
4.100.050	Sunday Collect/Unidentified Giving				
<i>Miscellaneous Income</i>					
4.100.210	Rental Income				Main monthly rental income from the Gainesville Bridge Club and Joy of the Lord Outreach Ministries
4.100.300	Special Activities-Auction				Auction is scheduled for Feb 1
4.100.330	Interest				
4.100.430	Book Cart Income				Book Cart is closing down
<i>Expense</i>					
<i>Expenses from General Fund</i>					
<i>Programs</i>					
5.100.110	Membership				
5.100.120	UU Leadership				September board retreat supplies reimbursement - leadership line item budget is spent. Future expenses will come from fund
5.100.130	Social Justice				
5.100.140	RELATE				
5.100.150	CUUPS				
5.100.240	RE Program Activities				Misc supplies & food, etc.
5.100.270	Background Checks				
5.100.280	Hospitality Budgeted				
5.100.300	Special Activities and Auction Expenses				Software purchase for auction
5.100.310	Worship - Sunday Services				
5.100.320	Music Program				
5.100.410	Canvass Expenses				
5.100.430	Book Cart Expense				
<i>Administration &amp; Operational Support</i>					
5.100.010	Board Discretionary Funds				Honorarium \$200 donated by Inland UU Community in Spokane, WA for use of online service. Deposited in Board Discretionary Fund because the fund had been exhausted by sofa purchase.
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				Premium payments to Liberty Mutual
5.100.530	Office Expense				Includes contracts with Konica Minolta and Office 365. October also had misc resupplies.
5.100.540	Bookkeeper				Contract with Mignon Craig, bookkeeper
5.100.545	Telephone & Internet				Includes contract with Cox Communications, webhosts and other related services
5.100.550	Utilities - Electricity				GRU/electric & water expenses. Our monthly electrical payments went up in September because we exceeded the peak demand threshold, which put us into a new pricing structure. This higher fee structure is is reflected in the November GRU payment. However, these expenses went down in December, as GRU has not only returned us to the non-demand rate but is crediting us for some payments.
5.100.560	Waste Disposal				Contract with Waste Pro
5.100.570	Custodial Service				Contract with One Guy Cleaning & Repair, Inc., Juan Rivera proprierter



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Unitarian Universalist Fellowship - Gainesville FL						
Consolidated Fund Activity Report for December 2024						
Tuesday, January 14, 2025						
Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.100.100	General Fund Balance	86,099.78	45,097.61	28,264.58	0.00	102,932.81
3.100.301	Ministers Discretionary Pass Through Fund Balance	0.00	1,253.30	510.00	0.00	743.30
3.100.321	Minister's Sabbatical Fund Balance	27,908.58	0.00	0.00	0.00	27,908.58
3.100.700	Minister's Housing Fund Balance	797.94	0.00	301.50	0.00	496.44
3.201.120	CUUPS Support Fund Balance	631.00	15.00	0.00	0.00	646.00
3.202.100	Music Support Fund	1,978.10	0.00	0.00	0.00	1,978.10
3.203.110	Memory Garden Fund	702.11	0.00	95.00	0.00	607.11
3.203.120	Courtyard Fund Balance	2,500.16	0.00	45.00	0.00	2,455.16
3.203.140	Interim Ministry Fund Balance	55,023.55	0.00	0.00	0.00	55,023.55
3.203.145	Board Special Holding Fund Balance	24,652.00	0.00	0.00	0.00	24,652.00
3.203.150	Labyrinth Fund Balance	2,000.00	0.00	0.00	0.00	2,000.00
3.204.110	Book Cart Fund	79.90	236.00	0.00	0.00	315.90
3.206.100	Foundation Grants					
3.206.113	Youth Room Update (Grant) Fund Balance	259.38	0.00	0.00	0.00	259.38
3.206.115	Banned Books (Grant) Fund Balance	73.95	0.00	0.00	0.00	73.95
3.206.117	Sanctuary Lighting (Grant) Balance	6,456.00	0.00	0.00	0.00	6,456.00
3.206.118	Hearing Assistance Devices (Grant) Fund Balance	1,100.00	0.00	0.00	0.00	1,100.00
3.206.140	UU Leadership Fund - Balance	4,425.12	0.00	102.74	0.00	4,322.38
3.206.141	OWL Fund (Grant) Balance	510.00	0.00	0.00	0.00	510.00
3.206.189	Hospitality Supply (grant) Balance	742.00	0.00	0.00	0.00	742.00
3.206.190	Memory Garden (grant) Balance	2,075.00	0.00	0.00	0.00	2,075.00
3.210.100	CYREC					
3.210.110	RE Fund Balance	1,971.18	0.00	0.00	0.00	1,971.18
3.210.120	Youth Support Fund Balance	1,402.05	0.00	59.91	0.00	1,342.14
3.210.125	OWL Fund Balance	7,947.07	0.00	0.00	0.00	7,947.07
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	3,971.63	438.00	0.00	0.00	4,409.63
3.216.160	Share The Plate Balance	302.00	84.00	297.00	0.00	89.00
3.400.100	Future Funding & Capital Reserve Accounts Balance					
3.404.110	Res. Fd for Large Scale Maintenance-Balance	52,737.57	0.00	0.00	417.00	53,154.57
3.500.100	Land & Building Fund	1,043,432.00	0.00	0.00	0.00	1,043,432.00
3.500.150	Furnishings & Equipment Fund	62,670.00	0.00	0.00	0.00	62,670.00
3.500.200	UUFG Foundation Balance	483,352.30	0.00	0.00	0.00	483,352.30
3.500.250	Ministers Discretionary Fund Bank Account Balance	5,454.34	0.00	0.00	(510.00)	4,944.34
	<b>Total</b>	<b>\$1,881,349.71</b>	<b>\$47,123.91</b>	<b>\$29,675.73</b>	<b>(\$93.00)</b>	<b>\$1,898,704.89</b>

**Unitarian Universalist Fellowship - Gainesville**  
**Consolidated Fund Narrative Report**  
**December 2024**

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	Mary Anthony/Leah Cobb Lee/Rev. JeKaren Olaoya	Donations	This is a pass-thru account. We transfer this money to a separate checking account that the minister manages. We are also using this line item to process Rev. JeKaren's use of her credit card for Minister's Discretionary Fund transactions.
3.100.321	Ministers Sabbatical Fund Balance	Board	General Fund	Originally money reserved for a substitute Minister when our Minister goes on Sabbatical (Yrs 4-7) . Will be used to cover interim ministry expenses in coming years.
3.100.700	Minister's Housing Fund Balance	Mary Anthony	General Fund	Board approved creating a fund for Rev. JeKaren's hotel expenses, transferring \$520/month from the general fund in August, September, October & November.
3.201.120	CUUPS Support Fund Balance	Debra Neill-Mareci	Donations	For Sacred Oak CUUPS group for ritual expenses and fire circle upkeep
3.202.100	Music Support Fund	Beverly Sanders, Choir President	Donations/Events	For music program expenses not covered by the budgeted line item. This month shows income from concert
3.203.110	Memory Garden Fund	Pete Turner & Tamara Evonne	Donations	For the maintenance of the memory garden. Main expenses are 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, including twice yearly shub spraying.
3.203.140	Interim Ministry Fund	Mary Anthony	Donations	Donated funds held to help pay salary and expenses of an interim minister.
3.203.145	Board Special Holding Fund Balance	Mary Anthony	General Fund transfer	Board authorized fund to use in case we need additional funding for FY 2024-2025 expenses.
3.203.150	Labrynth Fund	Debra Neill-Mareci	Donations	Funds to maintain and improve our labyrinth. Money transferred in July from Foundation grant line item per Denis Whittaker & family.
3.204.110	Book Cart Fund	Paul Hargrave	Sales	Book purchase income. In August, we transferred \$1000 from the fund, reflecting collections over the past several fiscal years.
	<b><i>Foundation Grants</i></b>			
3.206.113	Youth Room Update Fund	James Chase	Foundation	Fall 2022 grant
3.206.115	Banned Books Fund	Mary Bahr	Foundation	Fall 2023 grant
3.206.117	Sanctuary Lighting Fund	Marilyn Roberts	Foundation	Fall 2024 grant
3.206.118	Hearing Assistance Devices Fund	Sue Boone	Foundation	Fall 2024 grant
3.206.140	UU Leadership Fund	LDC	Foundation	
3.206.141	OWL Fund	James Chase	Foundation	Fall 2024 grant
3.206.189	Hospitality Supply Fund	Debra Neill-Mareci & Hazel Hazlett	Foundation	Spring 2024 grant to purchase new plates and supplies for the kitchen. No receipts have been submitted.
3.206.090	Memory Garden (grant) Fund	Joy Avery	Foundation	Spring 2024 grant to have camillias professionally trimmed. No receipts have been submitted.

**Unitarian Universalist Fellowship - Gainesville**  
**Consolidated Fund Narrative Report**  
**December 2024**

Account #	Account Name	Name	Source	Purpose
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	<b><i>CYREC</i></b>			
3.210.120	RE Fund Balance	James Chase	raising activities	To benefit children & youth.
3.210.120	Youth Support Fund Balance	James Chase	Fundraisers (pancake breakfasts, CON fees, car washes, etc.)	To support Youth Group activities and events.
3.210.125	OWL Fund Balance	James Chase	Payments & fundraisers	Funds received to pay for OWL training and classes. OWL training classess were rescheduled from Oct 2024 to Jan 2025 because of Hurricane Milton
3.201.160	Playground/Coffee Fund Balance	James Chase	Fundraisers	To support playground equipment and supplies
	<b><i>Social Justice Fund</i></b>			
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. In October and November, we recorded receipts from "It Can't Happen Here" productions. The November disbursement is the share of receipts owed to Actors Warehouse.
2.216.160	Share The Plate Balance	Mary Bahr	Directed Donations	Donations collected typically as Sunday offering on the third Sunday of the month and as directed donations through online payment porrtals.
	<b><i>Future Funding &amp; Capital Reserve Accts.</i></b>			
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 FY 2024-25, we are paying \$417/month into the fund.
3.500.100	Land & Building Fund			Assessment using Alachua County Property Appraisers figures per 2023.
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. JeKaren Olaoya, Leah Cobb Lee & Mary Anthony	Donations	This is the balance in the Minister's Discretionary Fund Bank Acct, updated monthly. No changes in October.

Unitarian Universalist Fellowship - Gainesville FL			
Balance Sheet as of December 31, 2024			
Tuesday, January 14, 2025			
Account #	Account Name	Beginning Balance	YTD Balance
<b>Assets</b>			
<b>Cash</b>			
1.000.130	Ameris Bank-Checking	186,909.39	147,458.92
1.000.140	Ameris Bank-Money Market	81,604.88	81,853.31
1.000.155	Solar Fund - Checking	147.75	0.00
	<b>Total Cash</b>	<b>\$268,662.02</b>	<b>\$229,312.23</b>
<b>Fixed Assets</b>			
1.000.310	Building & Land	1,105,900.00	1,043,432.00
1.000.320	Equipment	62,670.00	62,670.00
	<b>Total Fixed Assets</b>	<b>\$1,168,570.00</b>	<b>\$1,106,102.00</b>
<b>Other Assets</b>			
1.000.160	CDs - Certificates of Deposit	0.00	75,000.00
1.000.410	UUFG Foundation	476,678.83	483,352.30
1.100.250	Ministers Discretionary Fund Account	597.99	4,944.34
	<b>Total Other Assets</b>	<b>\$477,276.82</b>	<b>\$563,296.64</b>
	<b>Total Assets</b>	<b>\$1,914,508.84</b>	<b>\$1,898,710.87</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
2.000.120	Payroll Taxes Payable	5.98	5.98
	<b>Total Current Liabilities</b>	<b>\$5.98</b>	<b>\$5.98</b>
	<b>Total Liabilities</b>	<b>\$5.98</b>	<b>\$5.98</b>
<b>Fund Balance</b>			
3.100.100	General Fund Balance	105,228.34	102,932.81
3.100.301	Ministers Discretionary Pass Through Fund Balance	5,668.00	743.30
3.100.321	Minister's Sabbatical Fund Balance	27,908.58	27,908.58
3.100.700	Minister's Housing Fund Balance	0.00	496.44
3.201.120	CUUPS Support Fund Balance	631.00	646.00
3.202.100	Music Support Fund	1,703.00	1,978.10
3.203.110	Memory Garden Fund	814.11	607.11
3.203.120	Courtyard Fund Balance	2,500.16	2,455.16
3.203.130	Solar Panel Fund Balance	(147.75)	0.00
3.203.140	Interim Ministry Fund Balance	49,421.00	55,023.55
3.203.145	Board Special Holding Fund Balance	0.00	24,652.00
3.203.150	Labyrinth Fund Balance	2,000.00	2,000.00
3.204.110	Book Cart Fund	1,079.90	315.90
3.206.100	Foundation Grants		
3.206.113	Youth Room Update (Grant) Fund Balance	259.38	259.38
3.206.115	Banned Books (Grant) Fund Balance	73.95	73.95
3.206.116	Security Camera Grant Balance	256.83	0.00
3.206.117	Sanctuary Lighting (Grant) Balance	0.00	6,456.00
3.206.118	Hearing Assistance Devices (Grant) Fund Balance	0.00	1,100.00
3.206.140	UU Leadership Fund - Balance	4,536.33	4,322.38
3.206.141	OWL Fund (Grant) Balance	0.00	510.00
3.206.189	Hospitality Supply (grant) Balance	742.00	742.00
3.206.190	Memory Garden (grant) Balance	2,075.00	2,075.00
	<b>Total Foundation Grants</b>	<b>\$7,943.49</b>	<b>\$15,538.71</b>
3.210.100	CYREC		
3.210.110	RE Fund Balance	1,971.18	1,971.18
3.210.120	Youth Support Fund Balance	1,070.91	1,342.14
3.210.125	OWL Fund Balance	3,056.42	7,947.07
3.210.160	Playground/Coffee Fund Balance	95.00	95.00
	<b>Total CYREC</b>	<b>\$6,193.51</b>	<b>\$11,355.39</b>
3.216.100	Social Justice Fund		
3.216.110	Social Justice Unallocated Funds	3,290.26	4,409.63
3.216.160	Share The Plate Balance	280.12	89.00
	<b>Total Social Justice Fund</b>	<b>\$3,570.38</b>	<b>\$4,498.63</b>
3.400.100	Future Funding & Capital Reserve Accounts Balance		
3.404.110	Res. Fd for Large Scale Maintenance- Balance	53,994.57	53,154.57
	<b>Total Future Funding &amp; Capital Reserve Accounts Balance</b>	<b>\$53,994.57</b>	<b>\$53,154.57</b>
3.500.100	Land & Building Fund	1,105,900.00	1,043,432.00
3.500.150	Furnishings & Equipment Fund	62,670.00	62,670.00
3.500.155	Solar Fund Bank Account Balance	147.75	0.00
3.500.200	UUFG Foundation Balance	476,678.83	483,352.30
3.500.250	Ministers Discretionary Fund Bank Account Balance	597.99	4,944.34
	<b>Total Fund Balance</b>	<b>\$1,914,502.86</b>	<b>\$1,898,704.89</b>
	<b>Total Liabilities and Fund Balance</b>	<b>\$1,914,508.84</b>	<b>\$1,898,710.87</b>



## **UUFG Governing Board Meeting**

November 20, 2024. 6:30 – 8:56pm

Board members present: Rev. JeKaren Olaoya, Leah Cobb Lee, Tom Mareci, Mary Anthony, Erin Parish, Norden Lucke, Tim Christy, Kristin Stevens

Congregants present: David Willkomm, Peggy Maloney, James Chase

### 1. Gathering and Meeting Preparation:

- Roles: Tim Christy – timekeeper, Erin Parish - gratitude notes, Rev. JeKaren – external observer.

### 2. Congregational Input: Peggy Maloney, later in agenda.

### 3. Consent Agenda:

- a. Admin report (Att. 1)
- b. Treasurer's report (Att. 2) 93% of pledges are coming in. Many congregants pay for 2<sup>nd</sup> half of fiscal year in December for tax purposes. Kristin Stevens, I didn't see a motion for \$940.00 from Board Discretionary Fund for sofa being purchased, be mindful for the future.
- c. Board Meeting Minutes October 2024 (Att. 3)
- d. Special Board Meeting Minutes November 5 2024 (Att.4)
- e. RE Report (Att. 5), James Chase, there is tremendous growth, it is running smoothly but it is not sustainable, there are not enough volunteers.
- f. Minister's Report (Att. 6), Discussion on Rev. JeKaren adding her view of areas of growth in congregation and areas we need to work to report.
- g. Fellowship Council Meeting Minutes November 2024 (Att. 7), Tom Mareci, lot of vacant committee chair positions. Having a retreat on December 14<sup>th</sup>.

- Leah Cobb Lee moves to approve Consent Agenda, Mary Anthony seconds, passes unanimously.

#### 4. Discussion, Action items, Visioning

##### a. Follow up on October's action items

- Leah Cobb Lee working on draft of anniversary letter from Board.
- No new news about higher GRU bill.

##### b. Foundation grants (Att. 8)

- Request from Marilyn Roberts for grant of \$6456.00 for "Sanctuary Lighting Makeover" to improve all the lighting in the sanctuary.
  - Request from Sue Boone for grant for "Hearing Assistance in Sanctuary" to buy 8 more receivers for hearing devices for a cost of \$1100.00. There are enough headphones already.
  - Request from James Chase for an additional grant of \$510.00 To cover cost of rescheduling OWL training.
- Foundation needs confirmation that Jonathan Coron can paint rainbow in crosswalk in front of building. Mary Anthony has spoken with Jonathan about getting right colors. Leah Cobb Lee will confirm with Foundation so they can vote on request.
  - Kristin Stevens moves to affirm the 3 Foundation grants. Norden seconds. Passes unanimously.
  - Tom Mareci takes straw poll for concept of tv in social hall to promote communication. Board agrees it is a good idea.

.c. Guest speaker selling books. Guest is getting an honorarium, worship associate (Sue Boone) can tell guest he can say where you can get books.

##### .d. Ministerial search (Att 9)

Discussion about interim and developmental ministry. Per Rev. JeKaren normal to go with interim and developmental after time without minister. Settled ministry is going out, most are for contract ministries. Hybrid ministry works in our favor. Leah Cobb Lee proposes Board have a joint meeting with Finance so they can tell us what we can afford.

##### .e. SOCUUPS (Sacred Oaks Covenant of Unitarian Universalist Pagans) & UUFG covenant review (Att. 10)

Leah Cobb Lee, SOCUUPS and Katelyn Rahn not here so will move it to another meeting.

Kristin Stevens suggests we add what happens if it dissolves, where assets go, how are they collecting money, do they have a bank account. It needs to be codified in some way if depositing money in General Fund.

## 5. Leadership and Governance

### .a. Proposed policy provisions (Att.11)

- i. Removal of GOV-5 (third reading) (Att. 12)
- ii. Removal of GOV-6 (third reading) (Att.12)
  - Kristin Stevens moves to remove GOV-5 Strategic Planning Policy and GOV-6 COM Policy from Policy and Procedures Manual (Att 2024 – 11-2020 meeting GOV-5 and GOV-6 for removal pdf). Tim Christy seconds. Passes unanimously.
- .iii. Revision of FAP-11 (second reading) (Att. 13)
  - Kristin Stevens moves to approve minor changes in FAP-11 as revised. Leah Cobb Lee seconds. Passes unanimously.
- .iv. Removal of AMP-1 (first reading) (Att. 14)
- .v. Replacement of PER- 3 (first reading) (Att.15)

### .b. Robert's Rules book purchase

Discussion over proposal for Cam Pierce to purchase 2 books at \$19.00 and \$9.00 so Board has copies for review. Books would be kept in administrator's office.

- Tom Mareci moves to approve purchase of two Robert's Rules of Order books. Tim Christy seconds. Passes unanimously.

### c. Personnel Working Group

Discussion of personnel working group to get Personnel Committee started and to review charter. Would need Board member and at least 2 other people. Kristin Stevens is willing to be Board member.

- Kristin Stevens moves to establish Personnel Working Group with purpose of reviewing the Personnel manual, job description and charter and reconstituting a Personnel Committee. Kristin Stevens will serve as Board Liaison and will recruit at least 2 other congregants as part of this



working group. Tom Mareci seconds. Passes unanimously.

- d. Director of Lifespan Faith Development hours  
Discussion of hours James Chase puts into job vs hours actually in job description. James feels current path is unsustainable. Not enough volunteers. James is doing a lot of work themselves. Board schedules special meeting to review James job, possibly increase hours.
- e. Ad hoc Fundraising approval authority  
Covered at special meeting. Board Policies and Procedures team looking at it.

## 6. Facilities

### .a. Homegrown National Park (Att. 16)

Peggy Maloney, Homegrown national park movement to include awareness to include native plants that support ecosystems, birds and bees. An area is designated as a native plant supporting area. Paula Waterman and Michael Avery have identified 7 of UUFG's acres as having enough native plants to qualify and would like to sign up to have an account. There is no fee or recertification. Request to use UUFG's email address. Friends of the Courtyard would like courtyard vandalism addressed.

- Leah Cobb Lee moves to approve Peggy Maloney's suggestion to work with Cam Pierce to register UUFG email on Homegrown National Park's website. Tim Christy seconds. Passes unanimously.

### .b. Rental issues

Joy of the Lord Ministries consistently behind on payment. Issue with keeping ladder outside and bringing in Sanctuary to cover up symbols. Kids running in courtyard. Cam Pierce spoke with them, they will watch children in future. Rev. JeKaren and Leah will meet with them to review Contract.

.c. Control panel purchase funds

Control panel purchase funds should come out of Long Term Large Scale Maintenance Fund, not Facilities, Finance Committee agrees.

- Tom Mareci moves that control panel is funded by Long Term Large Scale Maintenance Fund. Leah Cobb Lee seconds. Passes unanimously.

## 7. Wrap up

.a. Emerging concerns

- i. At end of December, 2 Worship Associates are stepping down. 2 others are busy and can't fill in as much. Erin can't fill in if Ricardo is out, so really only have 3 core people.

.b. Calendaring and action items

- i. Leah will confirm with Foundation Jonathan Coron Painting Rainbow colors in crosswalk so Foundation can Approve grant.
- ii. Erin will tell Sue Boone speaker is getting paid and He can say where you can get his books and have Q and A after.
- iii. Leah will propose joint meeting with Finance Committee to tell us what we can afford for minister.
- iv. Personnel working group and Board to work on James Chase hours.
- v. Leah to move SOCUUPS & UUFG covenant review To another meeting.
- vi. Tom Mareci find out information about Cpr training Jonathan Coron.

.c. Gratitude Notes

- i. Mary Anthony and Susan Christy for being Worship Associates.
- ii. Debra Neill- Mareci for ushering and for when Filling in wherever needed.

.d. Board Process Observer

Rev JeKaren, did great, ran long but, agenda super Packed this time of year. Everybody engaged.

.e. Special Board meeting to discuss Director of Lifespan

Faith Development hours scheduled for Nov. 23, 7pm

.f. Next Board meeting January 28, 2025. 6:30pm

Adjourned 8:56pm

Respectfully submitted by

Erin Parish Board Secretary

**UUFG Governing Board Special Meeting UUFG**

November 23, 2024. 7:00pm-8:56pm

Board members present: Rev. JeKaren Olaoya, Leah Cobb Lee, Tom Mareci, Erin Parish, Norden Lucke, Tim Christy, Kristin Stevens,

Board Members absent: Mary Anthony

Congregants present: Jim Wright, Harry Mangle, James Chase

- Hours for Director of Lifespan Faith Development

Discussion with James Chase on hours currently working. James job description states they should be working 20 hours a week but, James states it averages 32 hours a week. Attendance has bloomed and the work is getting unsustainable, we need new volunteers. James would like to focus on getting volunteers integrated instead of focusing on program expansion. So much of the program is dependent on James' presence and they are stretching things thin. James wants to know if they should be treating job as full time or step back and slow down on growth. Should I be treating this as full time or step back some and slow down on growth.

I would love to be full time. Recognize not time to discuss this. James, in last 6 months things have required more attention, I have become more involved in congregation. More outside conversation. More comprehensive involvement

Didn't have youth group. 30 something kids in RE. Owl training. Seeking RE credentialing. The job description is not well matched. Designing curriculum. Would like to focus on more internal structural stuff, get a more expansive CYREC team to help with what I'm doing. Focus on integration and sustainability. James being in office 3 days a week would be a stabilizing influence when we are looking for a minister.

- Jim Wright, James is currently paid \$25.96 per hour. Increasing James' weekly hours from 20 - 25 would increase their salary from \$27,000 to \$30,375 if it began on January 1, 2025 (5 extra hours per week for 26 weeks). It is my understanding that the motion approved last night would make this increase begin on Dec 1, 2024. In that case the salary would go from \$27,000 to \$30,894 (5 extra hours per week for 30 weeks). It would also increase their pension and their professional expenses budget. The line items for James' are 5.100.731 (Director of RE Salary), 5.100.732 (Director of RE Prof Exp), and 5.100.820 (Staff Pensions). These increases would be covered by transferring the necessary amount from 5.100.310 (Worship - Sunday Services).
- FAP- 8 would allow us to make budget allocations using non recurring funds. Without congregational approval. Reallocating expense accounts, overbudgeted in 5100310 worship services, could use money there, video tech budget, 5000.00 spent 417.00.
- Minister health ins, paying very little, has implication for next minister. Ministerial transition expense, unclear if that is going to be used, haven't spent any, don't know if that is something we want to mess with.

Not prepared to figure out more hrs than 20-25.
- If went to 30 hr would be around \$7,000.00 to \$10,000. We could not make up with those.
- James, we have parents of kids that have never stepped foot in sanctuary, and CUUPS community that are not attached to UUFG, would like to get them integrated into UUFG community.
- Getting youth more involved in service, then parents are more likely to attend.

- Numbers, at least tripled in RE population. Tremendous growth in CUUPS.
- Director of Lifespan Faith Deveopment is not meant to be part time per LAREDA.
- Kristin Stevens requests history of hours. 2021,15hrs. Dre, 2 yrs 2023, Dir. Lifespan Faith Development, 20 hrs
- Either need to shrink Program or increase volunteers.
- Kristin, need to figure out how we can make it sustainable for minister.
- Jim Wright, used half of interim minister fund, probably will come under budget this year. Half of interim minister fund is in Consolidated Fund to use for interim minister.
- When do we take to congregation?, FAP-8 , 30 hrs, we could probably cover, beyond 30 hrs we would have to see about using some of the ministerial hrs.

If we take it to congregation, we could avoid some of this. Kristin, I would feel more comfortable if congregation voted on  $\frac{3}{4}$  or full time. Jim, then we could use our extra money for other things. Use for stewardship, talk about success of re program during stewardship.

James agrees saying we should invite James to full time or close to full time at Stewartship.

Jim, community meeting, for families of kids.

James quarterly parents or caregivers meeting.

Leah, a lot of the big changes need to be discussed with congregation but that is a while. Raising hrs to 25 doesn't seem enuf but we should do the most we can. We need to keep investing in CUUPS UU conversations, Tom, special meeting and tell congregation we would like to have James full time.

James see if congregation would support me full time and if they don't I am totally alright with that.

- Kristin Stevens moves to increase Director of Lifespan Faith Development hours from 20 hours to 25 hours at \$25.96 with funds

for salary and benefits coming from worship line item effective this pay period. Leah Cobb Lee seconds. Passes unanimously.

Kristin Stevens, James Chase immediately to start reporting hours

The Board feels very strongly that you be paid for the hours you work. Let's do 25 and work towards more.

We ask the Finance Committee in their December meeting to give Board cost for more hours.

- Kristin Stevens moves to hold special congregational meeting in January to ask congregation to increase Director of Lifespan Faith Development from a 25 hour per week role to  $\frac{3}{4}$  time or full time. Norden Lucke seconds. Passes unanimously

Meeting Adjourned 8:56pm

Respectfully submitted by  
Erin Parish  
Board Secretary

**RE Report - December 2024/January, 2025****December Highlights****Parents' Night Out (Dec. 6):**

We hosted a successful Parents' Night Out event with 11 kids in attendance and 2 paid staff. Activities included flashlight tag and yard games, and everyone had a fantastic time.

**Labyrinth Walk Community Evening:**

December: During the Labyrinth Walk, we opened the play yard for children, with over 17 kids participating. The event was a hit, with both kids and parents enjoying the opportunity for outdoor fun. I attended alongside one additional childcare staff. Going forward, we plan to continue incorporating community playtime during the Labyrinth Walk events.

January: We had a fantastic second community evening, with over 15 participants - 8 new visiting adults attended, and signed up to be contacted again.

**Holiday Programming:**

We had a variety of engaging holiday programming, including a "Searching for Jesus" *Moment for All Ages*, which was well received by the congregation. There was also special sessions of our Middlers RE Program which briefly reviewed different holidays celebrated this time of year.

**Adult RE Programming:**

*CommUUnity Conversations* continues to see consistent attendance, providing a valuable space for meaningful dialogue. We have consistently had between 10-20 attendees, which has been a really good size for these discussions. I have observed a lot of authentic, empathetic sharing and care, and have noticed stronger resilience and community care.

CUUPs events are happening regularly. Although the December Ritual was canceled due to unsafe weather, we held a last minute, informal drum circle in the sanctuary - which drew 8 attendees and was a wonderful afternoon of connection.

**January Updates****Youth Group Bake-Sale Preparation Lock-In (Jan. 3-4):**

8 youth attended the lock-in to prepare for their bake sale. During the event, they worked on building their group covenant and began planning leadership elections. We also held a delightful talent show, Karaoke time, and board game time!

The Bake Sale itself was held on Jan. 5, with 6 youths participating. It was a successful fundraiser, and the youth felt proud of their efforts, and grateful for the support of the Congregation!



### **Messy Playdate/Sunday Activities (Jan. 5):**

Our first Messy Playdate of the year was a huge success, with 32 children participating in creative and fun activities. The theme was “Wrapping Paper”, and the kids loved revisiting the whimsy of the Holidays by wrapping up pieces of nature, boxes, and even each other.

This Sunday was also our Whitestone service, which I feel grateful for the opportunity to write and speak for. We also had our CUUPs Caretaking Ritual, CommUUunity Conversation, and a Youth Group Bake-Sale, followed by a Youth Group Meeting.

### **OWL Facilitator Training(Jan 10-12):**

This month, UUFG and UCG held an all-level Our Whole Lives (OWL) facilitator training, which was a great success! I personally can not express how much life-changing learning happened in the Adult Level class, and am so excited to be able to share these things in a more detailed report. All 6 of the trainers who traveled from as far as Canada were professional, engaged, and have made a difference in the lives of those in their classrooms, who will go on to make a difference on every participant in their future OWL classes. After this weekend, I am only further convinced that this is a program that can truly make a difference, and that this is a worthwhile place for our congregation to spend its energy.

- 13 congregants were trained across various levels, significantly increasing our capacity to offer OWL programming.
- Collaboration with the United Church of Gainesville (UCG) during this training has strengthened our partnership.

*Note: I have learned so very much about planning/hosting this form of event. I am so grateful for the collaborative support from Tami Herschel at UCG, and if I am given the opportunity to plan and facilitate a similar large-scale event, I will be much better prepared on how to handle communications, travel details, documentations, budgets, etc. Because UCG managed all payments to trainers and vendors, etc.,and due to the nature of this being a “Group Project” with different responsibilities delegated to different people, I am not currently sure of the state of our budget/finances. I am working with Tami to get an updated number, and will report on that as soon as I am able, in a more comprehensive report that will be given to the Board and Foundation Committee who generously supported this project with a Grant.*

### **Next Steps for OWL:**

I will work with my Steering Committee to determine which levels of OWL to offer next and when to start programming. I would like to begin with elementary levels and Adult levels, as the majority of our current youth were able to attend our last year's offering of 7-9 level.

I am collaborating with UCG to create a shared resource list, including trained facilitators and contact information, to coordinate training and support between congregations. A spreadsheet is in development to facilitate this effort.

- I spoke to the trainers at the event, and they encouraged us to look into the possibility of reaching out to them in the future to lead online trainings specifically for our congregations. If we were able to coordinate 20 people between UCG and UUFG, we could potentially do a “Hybrid” training - Where we meet 2 week nights weekly, either via zoom or as a group at the congregation, and do training across the span of a month.

This would reduce travel costs, and would provide a different, endurance heavy modality of learning for the participants. We could use this as an opportunity for community engagement, by hosting these trainings in the evenings with a potluck or hangout time before or after.

## Looking Ahead

### Youth Group Field Trip (Jan. 26):

The youth are planning a field trip to the Medieval Faire and will require 4 chaperones. Currently, 2 advisors are confirmed, and I am actively seeking 2 additional volunteers. We aim to provide 2 vehicles for transportation for the event. Permission Slips are being collected, and a few new volunteers are getting background checks.

I aim to finalize the shared OWL resource form/sheet with UCG and begin strategic planning for upcoming programming. I would like to start offering elementary/Adult Level OWL for our Congregation as early as March/April, if I am able to collaborate with our newly trained facilitators.

I am working towards integrating our new families/CUUPs attendees into our congregation, and am encouraging attendance at the New-Comers Orientation on the 2nd Sunday of the month. I also want to respond to our congregation's need for community by planning more open-ended “Community Evenings”. These are currently set to co-incide with the CUUPs Labyrinth Walk, and I would like to find more opportunities as our community continues to grow. These evenings could include all-age board game nights, Karaoke, or just evenings of quiet crafting and conversation. If children are welcome, I would like to hold these in spaces where children can participate, or will try to coordinate volunteers so that we are not over-spending on Childcare.

In February, I am planning to do a “Mystery Community Connections” Letter writing project, possibly alongside 30 Days of Love. This will serve to introduce members to some of our children and youth in a fun and engaging way. I will be announcing this through email, and ask caregivers for approval before including their children. These letters will be reviewed by the parents before giving them to the intended recipient, the same is true of the letters written by the kids. This project will help center intergenerational connection building, especially between

adults and kids who are not as familiar with each other.

In March, I will be taking more opportunities to begin centering Faith Formation for our congregants - Encouraging UU Specific spiritual practices and rituals at home. I have collected a "Chalice Library" that I will start distributing, as well as using our Moment For All Ages to educate about JETPIG and UU Values. With approval, I will use this time to renew the Chalice fundraiser, which will be put towards the depleted OWL funds. This will help to prepare for our 4-6/Adult Level OWL Classes which will hopefully start in April.

Summer plans: We have been discussing the possibility of scheduling "Community days" this year. These would be mostly outdoor, and would be a day or two during the week where we have spaces for drop-in/hang out time. We can schedule activities, and balance it with low-structure time as well. This would help support the community through allowing for time spent together in the company of other adults/families, which provides a break from the stress of having children at home. With the model of caregiver presence being mandatory, we could also coordinate a shift-taking system, where parents can have time where they are engaged and watching the kids, and other times where they are offered an empty classroom to go rest, do school work, or work from their computers. Childcare budget allowing, we could also provide childcare and allow for this to be a drop-off model, which would likely need to be paid.

#### **Policy:**

I've been working to create a more comprehensive, written document to help provide clear instructions and expectations to my **Childcare Staff**. I have attached the current draft to this report, and would be grateful for any feedback. I plan to use this same format for any volunteers who may work with our nursery, so we can continue a culture of setting expectations and communicating clearly.

I'm also taking steps to try to revise/clarify our current Childcare and Safety Policy, and Childcare Job Descriptions. There are a few issues with them as they are currently written:

**Safety Policy** - I would like to clarify the spaces/times where we are expecting to maintain our "2 background-checked adult" standard. In C-71, we have a Supervision Procedures section where it dictates that we will maintain these policies whenever there are "events involving minors". When a child is with their parents/caregivers in service, do we have this expectation? Do we have this expectation for older youth who want to participate in the choir? If there are exceptions to when this policy is expected, I would like to be very clear about when and where they are. By defining the times and spaces this policy will be upheld clearly, we will not be allowing for safety blind-spots.

I have two proposed solutions to this issue, though I am of course open to whatever the congregation feels appropriate:

**1)** I could see the benefits of acknowledging the inevitable possibility of these policies not being maintainable, and creating a "covenantal agreement" for these instances. This could

coincide with youth age, or with membership at the age of 13 years, or there could be a list of “developmental readiness” - and allow for a written agreement to be made between the parent, child, and community of expectations of safety and behavior. This would allow for older children and youth to move from the play-yard to coffee hour, which would allow for more intergenerational community building. This also has its flaws, as it mainly accounts for the behavior of the child and not for the behavior of the adults in these spaces. It would also create a clear understanding with the caregiver and child about the potential for risks and expectations, which would be preferable to me than having parents allow their older kids to take risks that they don't understand.

2) The other solution I find potentially valuable is asking that all Worship associates, board members, choir members, etc. undergo background checks and an orientation for community safety, agreeing to take on a community responsibility for identifying and reporting potential issues of abuse. This would increase the responsibilities and need for background checks, but would make it much easier to ensure that there are two appropriate adults in all spaces kids might be. By taking on a cultural expectation of “community safety” I think we would be doing a strong favor to our community in general. Ultimately, I think that including an expectation of community monitoring and accountability for all members could be very empowering and instill a sense of ownership and stewardship for all members. This could also be a route for relief of our over-extended security team, which would benefit many of our hard-working members.

**Childcare Staff Job Description** - I would also like to make small updates to our Childcare Job Description - Programming runs until 2pm most days, and I would like to allow for some time to clean and maintain areas after the children have been collected. There are a few other small things, but I will work with our Policy team on these issues.

**Finances** - Things are fine, budget-wise, outside of the still unknown state of our OWL Training budget. I met with Jim Wright and discussed a small increase in the RE Budget, an increase in Background Check budget, and a significant **increase in childcare budget**. The last is the area where I feel additional funding is most vital at this time - I would like to be able to provide childcare for community evenings, and for the many different events that are being planned by our amazing Fellowship. We have had a mass growth in families attending, and want to make sure that we are prepared to follow our Congregational mission to provide childcare and remain accessible and inclusive.

I would also like to be able to offer **Katie Hagan a pay increase this year**, as well as a promotion in position. They have been serving our congregation for many years, and have proven dedicated to the health and well being of our community - They are trained in High School level OWL, and are able to step in to provide substitution when we are running that training, and at this time they have taken a position of authority, training, and supervision and guidance of our other two Childcare staff. I would like to offer them a position as “Senior Childcare Staff”, or if my position takes on other responsibilities, potentially an “Assistant DRE” with a few hours of support work.

## **UUFG Nursery Staff Guide**

### **Job Responsibilities**

- Review and understand UUFG's Childcare Safety Policies.
- Prioritize child safety and well-being at all times.
- Monitor, Supervise, be proactive and engage with children.
- Communicate effectively with co-staff, DRE, Parents.
- Communicate with other childcare staff to create a clear understanding about who is responsible for which tasks.

### **Daily Responsibilities**

#### **Outdoor Setup and Supervision:**

- Arrive 10–15 minutes before 10 AM and sign in on the timesheet.
- Unlock the playground, nursery, and bathrooms.
- Prepare the cart:
  - Fill the water cooler.
  - Ensure the cart has a first aid kit, cups, and other essentials.
- Be ready to receive children as they arrive by 10am:
  - Ensure each child is signed in.
  - Check in with parents about any specific needs(Dietary, allergies, etc) or instructions.
- Engage with children:
  - Set up developmentally appropriate activities.
  - Moderate conflicts, ensuring safe and respectful play for all ages.
- Be actively engaged and observant:
  - Monitor for safety issues.
  - Step in to support during conflicts or incidents.
  - If injuries occur, notify the DRE immediately, use the first aid kit as needed, and complete an incident form.

#### **Transition to Sanctuary:**

- Begin cleanup at 10:45 AM.

- Ensure children have their belongings (shoes, etc.).
- Escort the group into the Sanctuary.
- Set up for children in the Sanctuary:
  - Provide paper, fidgets, and quiet activities from the drawers.
- Engage with children during the service:
  - Spread out among the group to monitor and support.
  - Be attentive to children who need extra care.
  - Prepare to sign in children arriving mid-service.

#### **During the First Song:**

- Tidy tables and drawers.
- Get children ready for *Moment for All Ages (MFAA)*:
  - Sit with children to monitor and supervise. Model quiet voices and engagement with the story.

#### **Post-MFAA Transition:**

- Gather children in the lobby, ensuring all are accounted for.
- One staff person leads the group out while the other checks the space for belongings or messes.
- If a mess remains, the second staff person is responsible for communicating that to all childcare present.

***It is ideal to take the kids outside, if at all possible. If weather is unsafe, and can not be accommodated through a canopy, water, etc - The Nursery will be utilized.***

#### **Nursery Guidelines:**

- Active Play must be kept to the active room
  - Both spaces must be actively monitored at all times. Attempt to secure a volunteer or 3rd adult to allow for this. Monitor for safety, and set up activities. Even in the active room activity must be kept to a safe level.
- All messes made in the nursery must be cleaned up before childcare staff leave for the day.
  - Sweep/Mop if needed

- Sort toys back into appropriate bins
- Toys returned to shelves
- Personal Items put in "Lost and Found"
- Dishes Washed, kitchenette cleaned
- Counter/cabinets tidied, open and neat in appearance.
- Bathrooms cleaned.
- Table and Chairs wiped down and stacked
- Lights off, doors locked.

### **Cleaning Responsibilities**

*All Childcare staff are responsible for cleaning "on the go", and for returning things to their correct locations as they are able. These areas must be tidied before staff leave for the day, unless a schedule conflict has been communicated in advance with DRE.*

*There may be occasional tasks that are not detailed below, which are in line with the role of childcare - These things may include emptying trash, moving tables around in the sanctuary, setting up a canopy for rainy days, etc. **If there is ever an issue with these tasks, please communicate with the DRE or person making the request.***

### **Nursery:**

*This applies if the Nursery is in use. When the cart is retrieved, do a visual scan to make sure the general state of the nursery is acceptable.*

- Sweep the floor daily.
- Mop at least once monthly, more if needed.
- Wash and return dishes to Sanctuary kitchen
- Report Inventory/supply issues via text or email to DRE
- Clear counters and organize toys
- Ensure nothing blocks the door (fire code compliance). This includes a 6 foot clear space.
- Cycle out books on the forward-facing shelf/cart monthly and create new "invitations to play."

### **Sanctuary:**

- During the first song and MFAA, ensure no personal belongings are left behind.
- Tidy drawers and throw away any messes.
- As needed, return after the kids have been picked up to finish this task

### **Play Yard:**

- Tidy the play yard at the end of each day.
  - Pick-up Trash, dispose of it in the trash can.
  - Pick-up clutter, put away toys.
  - Ensure ride-on toys are parked
  - Check the Shed for general order
  - Close and Lock the Shed and Gates
- Gather personal belongings left behind and place them in the Lost and Found.
- Address and clean up general messes.

### **Messy Playdates**

- Be engaged and actively participate in play activities.
- Monitor for risk levels. We allow for children to take risks that they can understand - Bigger kids can choose to ride fast on the wagon, smaller kids are not able to take those risks in a truly informed way. Remind bigger kids to play in safe ways with smaller children, which can include being a good example.
- Be familiar with the theme, and respond to individual needs of the children. If someone needs/wants paint, get it from the shed and help them. These activities are intended to follow the lead of the children, and require adaptive and creative thinking.
- Address sensory and interpersonal needs:
  - Offer Alternatives: Introduce new toys or activities to refocus children. If a child is struggling to engage with the current activities, consider the sensory levels. If they don't want wet/sticky sensory input, try swings, rice, or balls/ramps.
  - Honor Agency: Respect a child's choice not to engage as long as safety is maintained.
  - Encourage Grounding: Use calm, non anxious voice and language to help children manage overwhelm (breathing, movement, etc.) When in a state of overwhelm, responding with anger or stress will not help re-regulate.
  - Hold Boundaries: If a child struggles to follow the space rules, offer three chances for reconciliation. If issues persist, contact James and a caregiver immediately.

**When there are Outdoor activities, Children must be escorted if they want to leave the space, and clear communication must be had with the parent or guardian before childcare staff leave them in their care.**

### **Rules of the Space**

*Please use these consistently when faced with conflict. If the children learn these scripts, they will over time learn to manage conflict interpersonally.*



*Childcare staff are always empowered to limit activity based on their personal assessments of a situation.*

- **Sharing:** *If you want something, ask for a turn. The current user can respond with “When I’m done” or “Yes.”*
- **Conflict** - *If someone is doing something you don’t like, but isn’t dangerous, follow these steps:*
  - 1) Ask them to Stop
  - 2) If that doesn’t work, and you’re able to move your activity, Walk away.
  - 3) If they follow you, get a grown-up
- **Physical Boundary Crossing:** *“In this space, everyone gets to feel safe in their bodies. If you aren’t able to keep people feeling safe right now, you need to take a break from this space.”*
- **Responsibility:** *“Your choice, your consequence. If this becomes my consequence, next time I will be involved in making the choice.”*
- **Choice:** *“No one is required to play, but everyone is welcome to join. We will not exclude, be unkind, or single someone out. If there is conflict, follow the above scripts to resolve it.”*
- **Limits:** *“Play within your limits and allow others to play within theirs.”*  
*-Note: Bigger kids can be asked to limit their risk taking in community covenants. Keeping each other safe can include being a good example.*

## **Key Points**

- Adults are responsible for the children’s safety, and if we are not able to maintain a safe space due to one child’s behavior, we will follow the steps outlined in policy to resolve the situation. Childcare staff are expected to do whatever is needed in the moment to maintain safe interactions, including using protective force. In these situations, please document the actions that led to protective force, and report to DRE.
- Always monitor the space and address safety concerns promptly. Communication is essential, both with your co-staff/volunteers, and the DRE should always be available in emergency situations. If they are not available, follow up with the Minister, Safety Monitors, and anyone from the Board.

This guide ensures clear expectations and steps for nursery staff, including responsibilities for maintaining the play yard and creating a safe, engaging environment.

This is the first draft of this guide, and if you have any suggestions on how we could make it better, I would love your feedback.

Thank you for your dedication to this vital work!

**Pete Turner**

Thu, Dec 19, 2024 at 9:30 AM

To: Leah Cobb Lee

Cc: Jeanne Gossman

Hi Leah

The Foundation met by Zoom last night to review 2 grant applications (outside our usual cycle).

We voted unanimously to approve these:

1) From Marilyn Roberts, for \$1650 to replace the aging electric stove in the UUFG kitchen. The actual cost may be less than this, if she's able to get a sale price.

2) From Jonathan Coron, for \$500 to have his son David paint the walkway in rainbow LGBTQ+ colors. Following more information from Jonathan that wasn't in his original October application, we were able to approve this.

Can you please have the Board look these over, and let us know if they affirm? I'm hoping you can do this by email.

Thanks,

Pete

**admin@uufg.org**

Thu, Jan 2, 2025 at 11:15 AM

To: Mary Anthony , Leah Cobb Lee , Erin Parish

Mary, Leah, Erin,

I believe it is on your radar, but I just want to confirm that this is on your agenda for the coming January Board Meeting.

MissionSquare has all the relevant documentation to proceed with Jean LeMire's estate, except that they require a "corporate resolution or notes" officially authorizing me to act on behalf of UUFG in our dealings with MissionSquare.

We will need a motion formally read into the minutes and then to cover our bases I think we should have a letter that you actually sign.

Here is an example of what could be read into the minutes:

"We, the Governing Board of the Unitarian Universalist Fellowship of Gainesville, do authorize Camden Pierce, our Congregational Administrator, to serve as our Fellowship's official representative and to act on our Fellowship's behalf in managing business relations with MissionSquare Retirement as they pertain to Jean M. Le Mire's estate."

I'm also attaching a letter for your review. Once the board passes the resolution and the minutes are available, I think it would be good if we could get you to sign something like this letter. Depending on board members' availability, we could edit who actually signs, etc.

Thanks,

Cam

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Camden Pierce  
Congregational Administrator

(he/him)

Unitarian Universalist Fellowship  
Gainesville, FL  
352-377-1669

Please call or email for appointments



**Letter to Mission Square 12-08-2024.docx**  
290K

## **Interaction with Frequent Visitor Robert Puzio – Safety Team Report *Jan 21, 2024***

To: UUFG Board  
From: Cam Pierce on behalf of the Safety Team  
RE: Robert Puzio

### **Background Information**

#### ***January 5, 2025 Interaction***

At about 1:30 on Sunday, January 5, David Willkomm was nearing completion of his duties as Foyer Monitor, ensuring that doors were locked, etc. “ComUUnity Conversations” were still occurring in the Sanctuary, but were evidently nearing completion.

David reported that he observed Robert Puzio standing in the Foyer, and he asked Robert if he could help with anything. Robert reacted aggressively – first saying that he was waiting for someone to come out of the Sanctuary, but then approaching David, saying that David had no right to ask him questions, and that he had better not ask him any questions in the future.

While David reported that he, personally, did not feel endangered, he said that another person nearby – an older woman – reported that she did fear that violence could have erupted.

David did verify that Robert was waiting for Susan Stannard, a new UUFG member. David says that Susan may have known Robert from another church.

### ***Attendance History***

Robert has never been a member or supporting friend of UUFG. However, our records indicate that his first visit to our congregation was in June 2015. At that time, he subscribed to our Chalice Connections newsletter, which he has received since that time. A review of his account in MailChimp indicates that he does regularly open that newsletter.

Members and staff indicate that Robert has come often to UUFG on Sunday. Typically, he arrives a bit before noon and then goes into the Phillips Social Hall for coffee hour. He often stays until tables and food are put away. On leaving the Fellowship, he has been observed taking food from (“cleaning out”) our Free Food Pantry near the entrance.

Since January 5, we are not aware that Robert has attended UUFG events. No one has reported seeing him on January 12 and 19.

### **Request for Board Action**

Given the interaction and questions about Robert Puzio’s emotional stability and the somewhat threatening interaction on January 5, the Safety Team asks for Board recommendation for action the Fellowship should take to address the situation.

***The Board may consider naming representatives of the Congregation to contact Robert Puzio directly*** to discuss his situation and his relationship to UUFG. In our database, we do have his

current email address, as well as a street address and a cell phone number. Of course, the Board may also consider what tact the Congregational representatives should take in their potential interactions and conversation with Robert.

***Alternately, the Board may consider trespassing Robert Puzio directly, prohibiting him from entering onto our property.***

In that case, we will need to complete and file a Trespassing Enforcement Form with Gainesville Police Department. (see page 3)

We would also need to inform Robert that we have taken this step.

A potential letter is provided below as an example. Some members of our Safety Team have articulated questions concerning items 1, 2 and 4 in the letter below – the letter should be taken as representative, and not a final draft.

Robert P. Puzio;

This is to inform you that you are no longer welcome on our property. We have come to this decision based on a number of your inappropriate behaviors.

1. You were caught taking food out of our refrigerator that was meant for needy people,
2. You have caught removing food from our curbside pantry.
3. Most recently, your aggressive response to our security monitor frightened one of our members who believed you might become violent.
4. There is also concern you are possibly befriending our elderly for your financial gain.

The Gainesville Police Department has been contacted and we have activated a Trespassing Enforcement Authorization with the above.. Law enforcement has mentioned that some of your behavior rises to the point of you receiving a formal reaction from them. Violation of this order is a second degree misdemeanor, with punishment of 60 days in jail or \$500 fine.

If you have any questions about this action, you can contact the Gainesville Police Department.

## **CHARTER (proposed)**

### **Fellowship Council**

Annual Review: Governing Board

Initial Approval: 16 March 2020

Revised: 14 December 2024

#### **1. Purpose**

The Fellowship Council shall ensure coordination and communication of activities in support of the Fellowship mission.

#### **2. Responsibilities and Duties**

- a. Coordinate planning and calendaring for Fellowship functions, activities, and events.
- b. Identify needs of the Congregation, committees, and working groups and help address these needs.
- c. Develop initiatives for advancing programs in support of Fellowship's mission.
- d. Communicate functions, activities, and events to the Congregation.

#### **3. Membership and Meeting**

- a. Fellowship Council members are chairpersons or representatives of all chartered committees and working groups.
- b. Governing Board Vice-President is the Fellowship Council Coordinator and sets meeting agenda.
- c. The Fellowship Council selects a recording secretary to keep meeting minutes.
- d. Meetings will be held monthly and are open to the congregation.
- e. Fellowship committee chairpersons and working group leaders provide a summary of recent activities written before or delivered verbally during each meeting.

#### **4. Reporting Responsibility**

- a. During Governing Board meetings, the Fellowship Council Coordinator reports on Fellowship Council activities and provides meeting minutes to the Board Secretary.
- b. Fellowship Council Coordinator provides a written annual summary report of Fellowship Council activities to the Governing Board Secretary before the Annual Congregation Meeting.



Title	Name	Start Date	Terms	Hours	Salary
Minister, Contract	Rev. JeKaren Olaoya	July 2024	1-year	Full-time	\$78,500 annual
Congregational Administrator	Cam Pierce	2002	12-month	32 hr/wk	\$43,280 annual
Director of Lifespan Faith Development	James Chase	Aug 2022	12-month	20 hrs/wk	\$26,088 annual
Choir Director/Accompanist	Tané DeKrey	Sept. 2023	9-month	15 hrs/wk	\$1639.54 monthly
Audio-Visual Technician	Ricardo SosaMelo	Oct. 2023	12-month	5 hrs/wk	\$19/hr
Childcare Provider	Katie Hagan	Aug 2017	12-month	5 hrs/wk	\$17/hr
Childcare Provider	Vicky Ducote	Aug. 2023	12-month	5 hrs/wk	\$17/hr
Childcare Provider	Elise Walker	Nov. 2023	12-month	5 hrs/wk	\$17/hr

The Finance Committee is contacting Program Chairs about a draft budget for 2025-2026. What are your thoughts as to the budget needed for Board Discretionary funds, RELATE, UU Leadership for the next Fiscal Year?

Board Discretionary Funds:

- The current budget for Board Discretionary Funds is \$1,000.
- After the first 6 months of this fiscal year \$740 has been spent.
- Last year the budget was \$1,500 and \$1,131 was spent.

RELATE:

- The current budget for RELATE is \$100.
- After the first 6 months of this fiscal year nothing has been spent.
- Last year the budget was \$150 and nothing was spent.

UU Leadership:

- The current budget for UU Leadership is \$600.
- After the first 6 months of this fiscal year \$600 has been spent.
- Last year the budget was \$600 and \$600 was spent.

----- Forwarded message -----

From: **Christopher Ickler**

Date: Fri, Jan 17, 2025, 2:21 PM

Subject: Line arrays

To: Erin Parish <

Hi Erin,

Thanks for working with me today—I feel that we made some important improvements.

As far as small line arrays are concerned, the basic reasons to choose this approach are 1) best vocal clarity, 2) very wide coverage angle, and 3) similar loudness in front and back. Lots and lots of churches use this approach. Next, I'm not trying to sell you on Bose as a brand, but I'm most familiar with their products, so I'm using them below as examples. Other manufacturers make similar products and some may be more affordable.

This first link below is to a self-contained portable line array system. All it needs is AC power and a volume-controlled feed from the console. If we could rent a pair of these and run (rented) audio lines from the console, it would be a good mock-up of a permanent installation.



Next, here is the installed version of the same concept. We would want four of the white ones and stack a pair on each side, against the wall near the edge of the stage. These would need more gear because they're modular: amplifiers (maybe re-use the one we have), bass boxes next to them, amps for the bass boxes, a signal processor with EQ and crossovers. We would probably want to work with a local sound contractor to handle all those gritty details. They might pick a different brand, which is fine.



I have a connection to Electronics World for my house, and their web site refers to houses of worship, so I'll find out if they would be a suitable contractor if we want line arrays.

Let me know your thoughts.

Chris

## Meeting with Joy of the Lord Ministries, January 12, 2025

### Attending:

- Rev. JeKaren Bell
- Cam Peirce
- Leah Cobb Lee
- Pastor Diane Jackson
- Deacon Boise Jackson

### JoL Goals:

- Grow ministry
- Increase youth ministry
- Fundraisers
- Community service
- Invite UUFG to services, attend UUFG services

### Steps already taken:

- Regularity/consistency
- Projected invoices
- Drop-off procedure with Cam
- Insured
- Paid November invoice

### Plan for future rental:

- Consistency: Sundays and one Friday or Saturday per month
- Any additional dates would be separate agreement
- Provide Proof of Insurance