

**Unitarian Universalist Congregation of Lakeland
Board of Trustees Agenda
July 18, 2016**

6:00 p.m.	Call to order/quorum check/timekeeper
	Light Chalice
	Check In
6:10 p.m.	Board Covenant
	Review Agenda
	Review and approve Board Minutes from June 16, 2016 meeting
6:15 p.m.	Minister's Report
	Treasurer's Report
	Committee Reports
	RE Report
6:45 p.m.	OLD BUSINESS
6:45 p.m.	NEW BUSINESS
	Jeannette Manning replacing Deirdre Daniel (who is now ex-officio)
	Social Justice Committee Structure - Jeannette Manning
	Appoint Chair & Vice-Chair for new year
	COM Presentation
	Facilities Use: Wildflower Montessori School and NA Memorial Service (fee reduction/waiver (perhaps service trade?))
7:50p.m.	Review Calendar
	Announcements
	Next Board Meeting: August 15, 2016 at 6:00 p.m.
7:55p.m.	Check out
8:00 p.m.	Adjourn

**Unitarian Universalist Congregation of Lakeland
Board of Trustees Meeting Minutes
July 18, 2016**

Call to Order: Chair Melissa Marshall called the regular monthly meeting of the Board of Trustees to order at 6:08 p.m. Rafi Ellis recorded the minutes.

Board Members Present

Melissa Marshall, Chair
Ron Nickolas, Vice Chair
Rafi Ellis
Glenda Littlehale
Jeanette Manning
Joyce Bode, Treasurer (Ex-officio)

Absent

Deirdre Daniel (Ex-officio)
Rev. Lynne Garner

Also Present

Steve Abney
Nancy Abney

Quorum: A quorum was present.

Agenda: The agenda was approved by consensus.

Approval of Minutes: Approval of the June 2016 Board minutes was postponed until the next meeting.

REPORTS

Treasurer's Report: Joyce Bode presented the Treasurer's Report. For 2015-16 church year, we were \$96 over our pledged income amount and used only ½ the budgeted amount from reserves. The Endowment Committee voted to remove our funds from the UUA investment program and put the money in a 4-year CD. The approximately \$30,000 in the full-time minister's fund will remain invested with the UUA.

Committee Reports:

Membership Committee report was given by Rafi Ellis. Orathai Northern has agreed to spearhead new membership efforts.

Worship Committee report was given by Ron Nickolas. Summer services have been well-received. Ron and new DRE Deirdre Daniel will discuss the future of IG services.

Personnel Committee report was given by Ron Nickolas. Paperwork is being filed for new hires John Zych and Deirdre Daniel.

OLD BUSINESS

There was no old business on the agenda.

NEW BUSINESS

Long Range Planning: Steve Abney, representing the Committee on Ministry (COM), discussed the need for Strategic Planning. He shared the results of the COM's congregational survey and identified the ideas that the COM will share at its September 11 Town Hall Meeting. He also described the process the COM will use to involve the Congregation in long-range planning.

Replacement Trustee Appointment: Deirdre Daniel has accepted the DRE position, requiring a replacement for her Board seat; bylaws call for the Board to select the candidate. Ron Nickolas moved that we appoint Jeannette Manning as our new Board member. Melissa Marshall seconded. The motion passed without objection.

Board Chair & Vice-Chair Appointments: Bylaws require us to elect new Board leaders at the start of each church year. Rafi Ellis moved that we maintain our leadership structure, with Melissa Marshall as chair and Ron Nickolas as vice chair. The motion passed without objection.

Facilities Use: The leader of our NA group would like to use the facility for a family funeral; he has requested a reduced rate or a service trade. The Board agreed by consensus. Wildflower Montessori School is a network of independent Montessori Schools that is seeking a space to meet August-December. The Board was open to the idea but expressed concerns about zoning, safety, and technology requirements. The Board will conduct an email vote after questions have been addressed.

Social Justice Committee Structure: Jeannette Manning presented ideas to jump-start the Social Justice Committee. She discussed ways of involving the congregation in focusing our Social Justice efforts. The Board agreed that this meshes perfectly with the COM's efforts at long-range planning. Jeanette will begin regular Social Justice Committee meetings in September.

Calendar: Board retreats are scheduled for Saturday, July 30, and Saturday, August 13. The next Board meeting will be held on Monday, August 22, 2016.

Adjournment: Meeting was adjourned at 7:46 pm.

Rafi Ellis
Acting Secretary

Melissa Marshall
Chair, Board of Trustees

Unitarian Universalist Congregation of Lakeland
Fund Balances

	April 30, 2016	May 31, 2016	June 30, 2016
Checking Account - Unrestricted	\$ 21,364.46	\$ 23,985.63	\$ 19,345.76
Checking Account - Restricted			
Funds			
Capital Fund	1,848.68	1,848.68	1,848.68
Prepaid Pledges			1,500.00
Fund Raisers	1,793.56	1,793.56	1,793.56
HUUmanist	491.24	491.24	491.24
Music Fund	1,963.08	1,463.08	1,263.08
Settled Minister Fund	2,721.14	2,821.14	2,921.14
RE Fund Raisers	1,259.80	1,259.80	1,259.80
Adult Discussion Group	732.28	732.28	732.28
	10,809.78	10,409.78	11,809.78
Total Restricted Funds	10,809.78	10,409.78	11,809.78
Total Bank Account	\$ 32,174.24	\$ 34,395.41	\$ 31,155.54
UU Common Endowment Fund			
Endowment Settled Minister Fund)	47,815.10	48,299.64	48,007.57
Minister Search)	29,717.65	30,018.29	29,836.77
	\$ 77,532.75	\$ 78,317.93	\$ 77,844.34
Total in UUCEF	77,532.75	78,317.93	77,844.34
	\$ 106,787.09	\$ 109,008.26	\$ 109,573.47
TOTAL LIQUID ASSETS	106,787.09	109,008.26	109,573.47

* April report not yet available.

Property Troy Avenue (9/3/2015)

Land	32,539
Buildings	265,544
Misc	500

TOTAL PROPERTY VALUE

\$
298,583.00

Board meeting 7/18/2016

Joyce L. Bode
Treasurer

Unitarian Universalist Congregation of Lakeland

Budget vs. Actual - Budget 2015-2016

July 2015 - June 2016

	Actual thru March	Total Annual Budget	over Budget	% of Budget
Income				
305 Pledges	67,094.72	67,000.00	94.72	100%
310 Donations (Plate & Other)	5,290.61	5,000.00	290.61	106%
310B Donations - Plate checks	5,620.00		5,620.00	
310C Donations - Other than plate	105.00		105.00	
310D Special collections	1,371.00	1,200.00	171.00	114%
Total 310 Donations (Plate & Other)	\$ 12,386.61	\$ 6,200.00	\$ 6,186.61	200%
320 Donations - Facilities Use	3,165.00	2,000.00	1,165.00	158%
330 Service Auction	3,913.00	3,000.00	913.00	130%
330B Other Fund Raisers	142.00		142.00	
Total 330 Service Auction	\$ 4,055.00	\$ 3,000.00	\$ 1,055.00	135%
400 From Reserves	16,992.11	33,820.00	(16,827.89)	50%
Total Income	\$ 103,693.44	\$ 112,020.00	\$ (8,326.56)	93%
Expenses				
505 Administration	1,194.91	1,200.00	(5.09)	100%
510 Insurance	6,223.62	5,600.00	623.62	111%
515 Payroll	15,973.50	16,000.00	(26.50)	100%
520 Telephone & Internet	486.98	1,500.00	(1,013.02)	32%
525 Utilities	4,926.65	3,500.00	1,426.65	141%
526 Copy Machine Maintenance	168.00	535.00	(367.00)	31%
543 Music	324.39	1,000.00	(675.61)	32%
545 Worship Committee	532.25	1,500.00	(967.75)	35%
546 Forum and Adult Education	112.31	100.00	12.31	112%
550 Religious Exploration	1,096.59	1,500.00	(403.41)	73%
555 Training	470.00	1,000.00	(530.00)	47%
576 Minister's Package			0.00	
576A Salary	35,750.00	39,000.00	(3,250.00)	92%
576B Housing	17,050.00	18,600.00	(1,550.00)	92%
576C Expense	2,999.16	3,000.00	(0.84)	100%
Total 576 Minister's Package	\$ 55,799.16	\$ 60,600.00	\$ (4,800.84)	92%
590 Membership		500.00	(500.00)	0%
591 Caring		200.00	(200.00)	0%
595 Hospitality	1,631.56	1,200.00	431.56	136%
601 Treasurer Supplies & Accounting	269.46	585.00	(315.54)	46%
605 UUSC Dues	67.00	67.00	0.00	100%
615 UUA Annual Fund	5,300.00	5,299.00	1.00	100%
621 UULMF Dues	67.00	67.00	0.00	100%
625 Cluster Dues	67.00	67.00	0.00	100%
630 Visibility	127.75	1,000.00	(872.25)	13%

635 Social Concerns	100.00	100.00	0.00	100%
637 Special Collections	1,385.34	1,200.00	185.34	115%
645 Building	2,999.32	3,000.00	(0.68)	100%
650 Cleaning	2,435.00	2,600.00	(165.00)	94%
655 Grounds	713.69	900.00	(186.31)	79%
6560 Payroll Expenses	1,221.96	1,200.00	21.96	102%
	\$	\$	\$	
Total Expenses	103,693.44	112,020.00	(8,326.56)	93%
	\$			
Net Operating Income	-			
	\$	\$	\$	
Net Income	-	-	-	

Unitarian Universalist Congregation of Lakeland

Budget vs Actual Month - 2015-2016

June 2016

	Actual	Budget	over Budget	% of Budget
Income				
305 Pledges	3,932.00	5,587.00	(1,655.00)	70%
310 Donations (Plate & Other)	481.38	424.00	57.38	114%
310B Donations - Plate checks	190.00		190.00	
310D Special collections		100.00	(100.00)	0%
	\$	\$	\$	
Total 310 Donations (Plate & Other)	671.38	524.00	147.38	128%
320 Donations - Facilities Use	450.00	174.00	276.00	259%
330 Service Auction	300.00	250.00	50.00	120%
400 From Reserves	4,633.99	2,822.00	1,811.99	164%
	\$	\$	\$	
Total Income	9,987.37	9,357.00	630.37	107%
Expenses				
505 Administration	6.75	100.00	(93.25)	7%
510 Insurance	493.58	474.00	19.58	104%
515 Payroll	1,268.84	1,337.00	(68.16)	95%
520 Telephone & Internet		125.00	(125.00)	0%
525 Utilities	423.58	299.00	124.58	142%
526 Copy Machine Maintenance		51.00	(51.00)	0%
543 Music		87.00	(87.00)	0%
545 Worship Committee		125.00	(125.00)	0%
546 Forum and Adult Education		12.00	(12.00)	0%
550 Religious Exploration	29.24	125.00	(95.76)	23%
555 Training		87.00	(87.00)	0%
576 Minister's Package			0.00	
576A Salary	3,250.00	3,250.00	0.00	100%
576B Housing	1,550.00	1,550.00	0.00	100%
576C Expense	1,980.62	250.00	1,730.62	792%
	\$	\$	\$	
Total 576 Minister's Package	6,780.62	5,050.00	1,730.62	134%
590 Membership		49.00	(49.00)	0%
591 Caring		24.00	(24.00)	0%
595 Hospitality	34.24	100.00	(65.76)	34%
601 Treasurer Supplies & Accounting	269.46	57.00	212.46	473%
605 UUSC Dues	67.00	12.00	55.00	558%
615 UUA Annual Fund		448.00	(448.00)	0%
621 UU Justice Dues	67.00	12.00	55.00	558%
625 Cluster Dues		12.00	(12.00)	0%
630 Visibility		87.00	(87.00)	0%
635 Social Concerns		12.00	(12.00)	0%
637 Special Collections		100.00	(100.00)	0%
645 Building		250.00	(250.00)	0%
650 Cleaning	450.00	224.00	226.00	201%
655 Grounds		75.00	(75.00)	0%

6560 Payroll Expenses	97.06	100.00	(2.94)	97%
	\$	\$	\$	
Total Expenses	9,987.37	9,434.00	553.37	106%
	\$			
Net Operating Income	-			