

**Unitarian Universalist Congregation of Lakeland
Board of Trustees Agenda
March 21, 2016**

6:00 p.m.	Call to order/quorum check/timekeeper
	Light Chalice
	Check In
6:10 p.m.	Read Board Covenant
	Review Agenda
	Review February 16, 2016 Board Minutes and approve
	Topic Tracking
6:15 p.m.	Minister's Report
	Treasurer's Report
	Committee Reports
	RE Report
6:35 p.m.	OLD BUSINESS
	Church Safety – Rev. Lynne
	NEW BUSINESS
	Musician – Rev. Lynne
	LRPG Facilities Use Fee - Melissa
	Annual Report - Melissa
7:50p.m.	Review Calendar
	Announcements
	<u>Next Board Meeting: April 18, 2016 at 6:00 p.m.</u>
7:55p.m.	Check out
8:00 p.m.	Adjourn

Unitarian Universalist Congregation of Lakeland

Board of Trustees Meeting

March 21, 2016

Call to Order: Board Chair Melissa Marshall called the regular monthly meeting of the Board of Trustees to order at 6:10 p.m. Rafi Ellis recorded the minutes

Board Members Present

Melissa Marshall, Chair

voting)

Ron Nickolas, Vice Chair

Rafi Ellis

Glenda Littlehale

Dierdre Daniel

Heather Curry (Ex-officio, non-voting)

Rev. Lynne Garner (Ex-officio, non-voting)

Members Absent

Joyce Bode, Treasurer (Ex-officio, non-

Quorum: A quorum was present.

Agenda: The agenda was approved by consensus.

Approval of Minutes: The Board approved the January 2016 Board meeting minutes by consensus; the Board approved the February 2016 Board minutes by consensus.

REPORTS

Minister's Report: Rev. Lynne Garner gave the minister's report.

Treasurer's Report: In Joyce's absence, the Board reviewed her monthly reports and accepted them without comment.

Committee Reports:

Membership Committee report was given by Melissa Marshall. She discussed construction of the new church website that Carol Clark is working on, using a UUA-created template. They are looking into adding a password-protected, members-only page featuring the church directory and other "family" information.

The Board happily welcomes new members Cathy Jewell, Kathy Guana, John Fox, Steve Abney, and Alma and Atilla Sonkoly.

Committee on Ministry report was given by Ron Nickolas. The COM would like to hold a Service Fair in Fall 2016 to recruit volunteers. The COM will present itself to the Congregation during a service and solicit their input.

Personnel Committee report was given by Ron Nickolas. A pianist responded to the Craig's List ad, and Rev. Lynne will audition him at a mutually convenient time.

Worship Committee report was given by Ron Nickolas. The committee is working on creating Summer 2016 services in Rev. Lynne's absence.

Social Justice Committee report was given by Ron Nickolas. He reported on phone banking and other Social Justice activities.

The Lifespan Committee report was given by Deirdre Daniel. The Chalice Circles have begun and are fully enrolled; the program is exploring spirituality and service through art. The "Building Your Own Theology" course has begun, with some 11 members enrolled.

The Stewardship Committee report was given by Glenda Littlehale. As of March 20, 2016, with 35 pledging units reporting, we had raised \$69,126 for the 2016-17 budget, up 18.3% from last year. The average pledge has also increased. Another 25 pledging units are yet to finalize their pledges.

The Nominating Committee -- Adam Hargrove, Judi Irwin, and Anne Kearton -- needs to create a slate of candidates for the following open positions: one for Endowment Committee; two for Nominating Committee; one Board Member (NOTE: Glenda Littlehale is currently filling Ishuan Hargrove's position and would like to serve for the remainder of the 3-year term).

Religious Exploration Committee report was given by Heather Curry. She discussed the difficulties caused by the disparate age groups in RE. She is continuing planning for the next church year.

OLD BUSINESS

Church Safety: This agenda item was tabled until the next Board meeting. Board members will investigate other Congregation's policies to help formulate our own.

NEW BUSINESS

Musician: See the Personnel Committee report, above, for information on auditioning a new pianist.

LRPG Facilities Use Fee: The Lakeland Role Player's Guild meets at our facility two Fridays per month. They wish to pay \$40/month for Sanctuary facilities use, which is significantly

lower than the usual per-use fee of \$70/per 2 hours. The Stewardship Team, which negotiated the original agreement, will discuss details with the LRPG.

Annual Report: Melissa Marshall notes that the Annual Report must be created within the next month. Each Board member/committee chair needs to create committee reports for his/her areas of oversight and email them to Carol Clark within the next week to 10 days; Rev. Lynne will create an annual minister's report; DRE Heather Curry will create the RE report; and Treasurer Joyce Bode will create the finance committee reports. The reports will be finalized in anticipation of approval at the next Board meeting, along with the final 2016-17 Congregational Budget.

General Assembly: Ron Nickolas will announce to the Congregation that we are seeking delegates/virtual delegates for this year's GA in Columbus, OH, in June 2016. Delegates will be elected at the Annual Meeting. Board members will investigate sources of funding for sending delegates to GA next year.

Next Board Meeting: Scheduled for Monday, April 18, 2016, at 6 p.m.

Adjournment: Meeting was adjourned at 7:58 pm.

Rafi Ellis
Acting Secretary

Melissa Marshall
Chair, Board of Trustees

Minister's Report

March 17, 2016

I am thrilled that attendance at Sunday services seems to be up, especially judging by Tom Bergen's assessment that Marsha had to go out for more food and there were many more plates used than usual for our monthly potluck. The Blessing of the Animals was well-received by our furry friends and not-so-furry ones.

We have had some new members join, which is wonderful. Recently, they all seem to be introverts and don't want to come up front and be hugged, which is fine.

The pastoral care team has been a big help, particularly with my father's health crisis when I was not able to visit some ill members that I would otherwise have visited. Kudos to them!

We had what I consider a very successful first meeting of the Building Your Own Theology adult curriculum. Other than Deirdre Daniel and I there were seven participants. I am looking forward to the end of the classes when some or all of the participants will be asked to present their newly formulated credos to the congregation at Sunday worship. This is exciting as one more way to foster increased understanding of our various faith journeys.

We are making some progress on hiring a pianist for the rest of the fiscal year. We have had only one inquiry to date, but the person seems promising. Ron Nickolas and I are discussing a time for him to come and play for us. In the interim, we also had some great help from visitor Daniel Schroeder on the piano.

I continue to attend NAACP meetings. I have been asked to do the opening prayer and benediction for the NAACP banquet on April 16. I was honored to be asked, and after explaining to the caller that we do not pray in Jesus' name, and being assured that that was OK, I accepted. I believe that I can use sufficiently inclusive language for theists and nontheists, Christians and non-Christians alike, and that this is a wonderful opportunity not simply for racial diversity in an organization that was founded biracially, but to be welcoming in a subtle way to the various faith communities that are present even in the Bible Belt.

I am very pleased with the great work that Carol Clark is doing in putting together our website and also with all of the other work she does.

The committee on ministry is working very diligently. Ron Nickolas will have more to share on that.

I attended the spring Florida ministers' retreat in St. Petersburg last week, but because of my father's illness was unable to attend the spring gathering in Clearwater on Saturday. Among other things, many ministers expressed the desire for congregations to be more connected to one another. I welcome any ideas you may have to make that happen.

Overall, I believe that people are happy to gather together in worship and for other events, and that with some small exceptions, members are getting along in a respectful manner.

I feel the increase in people stepping up where needed, even if there still is work to be done in this regard, and I am grateful for that.

A reminder that your evaluation of my ministry for the Ministerial Fellowship Committee is due before July 1, and since the end of the year may be hectic, the board may want to consider planning time to meet on this issue. Perhaps it can be put at the end of next month's agenda and I will leave early. We could also go over the questions together in a preliminary way, if you wish, or later in the process, in case you have any questions about things I have or have not done in various categories.

Financial Reports
Unitarian Universalist Congregation of Lakeland
Fund Balances

	<u>December 31, 2015</u>	<u>January 31, 2016</u>	<u>February 29, 2016</u>
	\$	\$	\$
Checking Account - Unrestricted	21,894.44	23,525.98	29,314.82
Checking Account - Restricted Funds			
Capital Fund	1,848.68	1,848.68	1,848.68
Fund Raisers	1,793.56	1,793.56	1,793.56
HUUmanist	491.24	491.24	491.24
Music Fund		1,150.00	1,563.08
Settled Minister Fund	121.14	1,421.14	2,421.14
RE Fund Raisers	1,369.80	1,369.80	1,369.80
Adult Discussion Group	732.28	732.28	732.28
Total Restricted Funds	6,356.70	8,806.70	10,219.78
Total Bank Account	\$ 28,251.14	\$ 32,332.68	\$ 39,534.60
UU Common Endowment Fund			
Endowment Settled Minister Fund	49,712.13	47,688.22	45,711.40
Minister Search	23,302.56	22,353.86	23,938.93
Minister Search	4,660.51	4,470.77	4,470.77
Total in UUCEF	\$ 77,675.20	\$ 74,512.85	\$ 74,121.10
TOTAL LIQUID ASSETS	\$ 110,725.01	\$ 114,706.55	\$ 112,807.45

* November report not available yet.

Property Troy Avenue (9/3/2015)

Land	32,539
Buildings	265,544
Misc	500

TOTAL PROPERTY VALUE

\$
298,583.00

Board meeting 3/21/2016

Joyce L. Bode
Treasurer

Unitarian Universalist Congregation of Lakeland

Budget vs. Actual - Budget 2015-2016

July 2015 - February 2016

67% through the year

	Total			
	Actual	Annual Budget	over Budget	% of Budget
Income				
305 Pledges	46,155.72	67,000.00	(20,844.28)	69%
310 Donations (Plate & Other)	3,277.70	5,000.00	(1,722.30)	66%
310B Donations - Plate checks	1,485.00		1,485.00	
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)	6,238.70	6,200.00	38.70	101%
320 Donations - Facilities Use	1,690.00	2,000.00	(310.00)	85%
330 Service Auction	3,613.00	3,000.00	613.00	120%
330B Other Fund Raisers	142.00		142.00	
	\$	\$	\$	
Total 330 Service Auction	3,755.00	3,000.00	755.00	125%
400 From Reserves	8,622.77	33,820.00	(25,197.23)	25%
	\$	\$	\$	
Total Income	66,462.19	112,020.00	(45,557.81)	59%
	\$	\$	\$	
Gross Profit	66,462.19	112,020.00	(45,557.81)	59%
Expenses				
505 Administration	595.02	1,200.00	(604.98)	50%
510 Insurance	4,249.12	5,600.00	(1,350.88)	76%
515 Payroll	10,839.66	16,000.00	(5,160.34)	68%
520 Telephone & Internet	486.98	1,500.00	(1,013.02)	32%
525 Utilities	3,213.58	3,500.00	(286.42)	92%
526 Copy Machine Maintenance	98.00	535.00	(437.00)	18%
543 Music	324.39	1,000.00	(675.61)	32%
545 Worship Committee	320.25	1,500.00	(1,179.75)	21%
546 Forum and Adult Education	112.31	100.00	12.31	112%
550 Religious Exploration	830.87	1,500.00	(669.13)	55%
555 Training	150.00	1,000.00	(850.00)	15%
576 Minister's Package			0.00	
576A Salary	22,750.00	39,000.00	(16,250.00)	58%
576B Housing	10,850.00	18,600.00	(7,750.00)	58%
576C Expense	230.00	3,000.00	(2,770.00)	8%
	\$	\$	\$	
Total 576 Minister's Package	33,830.00	60,600.00	(26,770.00)	56%
590 Membership		500.00	(500.00)	0%
591 Caring		200.00	(200.00)	0%
595 Hospitality	903.68	1,200.00	(296.32)	75%
601 Treasurer Supplies & Accounting		585.00	(585.00)	0%
605 UUSC Dues		67.00	(67.00)	0%

615 UUA Annual Fund	3,710.00	5,299.00	(1,589.00)	70%
621 UULMF Dues		67.00	(67.00)	0%
625 Cluster Dues		67.00	(67.00)	0%
630 Visibility	127.75	1,000.00	(872.25)	13%
635 Social Concerns	100.00	100.00	0.00	100%
637 Special Collections	1,382.34	1,200.00	182.34	115%
645 Building	1,925.31	3,000.00	(1,074.69)	64%
650 Cleaning	1,720.00	2,600.00	(880.00)	66%
655 Grounds	713.69	900.00	(186.31)	79%
6560 Payroll Expenses	829.24	1,200.00	(370.76)	69%
	\$	\$	\$	
Total Expenses	66,462.19	112,020.00	(45,557.81)	59%
Net Operating Income	\$	-	\$	-
Net Income	\$	-	\$	-

Friday, Mar 18, 2016 11:19:59 AM PDT GMT-4 - Cash Basis

Unitarian Universalist Congregation of Lakeland

Budget vs Actual Month - 2015-2016

February 2016

	Total			
	Actual	Month Budget	over Budget	% of Budget
Income				
305 Pledges	7,095.90	5,583.00	1,512.90	127%
310 Donations (Plate & Other)	270.00	416.00	(146.00)	65%
310B Donations - Plate checks	735.00		735.00	
310D Special collections		100.00	(100.00)	0%
	\$	\$	\$	
Total 310 Donations (Plate & Other)	1,005.00	516.00	489.00	195%
320 Donations - Facilities Use	670.00	166.00	504.00	404%
330 Service Auction		250.00	(250.00)	0%
400 From Reserves	(119.80)	2,818.00	(2,937.80)	-4%
	\$	\$	\$	
Total Income	8,651.10	9,333.00	(681.90)	93%
Expenses				
505 Administration	12.00	100.00	(88.00)	12%
510 Insurance	493.64	466.00	27.64	106%
515 Payroll	1,392.33	1,333.00	59.33	104%
520 Telephone & Internet		125.00	(125.00)	0%
525 Utilities	305.93	291.00	14.93	105%
526 Copy Machine Maintenance		44.00	(44.00)	0%
543 Music	82.59	83.00	(0.41)	100%
545 Worship Committee		125.00	(125.00)	0%
546 Forum and Adult Education	21.00	8.00	13.00	263%
550 Religious Exploration	105.18	125.00	(19.82)	84%
555 Training		83.00	(83.00)	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	110.00	250.00	(140.00)	44%
	\$	\$	\$	
Total 576 Minister's Package	4,910.00	5,050.00	(140.00)	97%
590 Membership		41.00	(41.00)	0%
591 Caring		16.00	(16.00)	0%
595 Hospitality	93.08	100.00	(6.92)	93%
601 Treasurer Supplies & Accounting		48.00	(48.00)	0%
605 UUSC Dues		5.00	(5.00)	0%
615 UUA Annual Fund	530.00	441.00	89.00	120%
621 UULMF Dues		5.00	(5.00)	0%

625 Cluster Dues		5.00	(5.00)	0%
630 Visibility	17.64	83.00	(65.36)	21%
635 Social Concerns		8.00	(8.00)	0%
637 Special Collections		100.00	(100.00)	0%
645 Building	366.19	250.00	116.19	146%
650 Cleaning	215.00	216.00	(1.00)	100%
655 Grounds		75.00	(75.00)	0%
6560 Payroll Expenses	106.52	100.00	6.52	107%
	<u>\$</u>	<u>\$</u>	<u>\$</u>	
Total Expenses	8,651.10	9,326.00	(674.90)	93%
	<u>\$</u>	<u>\$</u>	<u>\$</u>	
Net Operating Income	\$ -	7.00	(7.00)	0%
	<u>\$</u>	<u>\$</u>	<u>\$</u>	
Net Income	\$ -	7.00	(7.00)	0%

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