

**Unitarian Universalist Congregation of Lakeland  
Board of Trustees Agenda  
October 17, 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 September 19, 2016 meeting
6:15 p.m.	COM Report
	Minister's Report
	Treasurer's Report
	Committee Reports
	RE Report
6:45 p.m.	<b>OLD BUSINESS</b>
6:45 p.m.	<b>NEW BUSINESS</b>
	Board Holiday Schedule
	Member Data-Collection Survey – Jeannette
7:50p.m.	Review Calendar
	Announcements
	Next Board Meeting: November 21, 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  
October 17, 2016**

**Location:** UUCL Sanctuary, 3140 Troy Ave., Lakeland FL 33803

**Call to Order:** Chair Melissa Marshall called the regular monthly meeting of the Board of Trustees to order at 6:05. Jeannette Manning recorded the minutes.

**Board Members Present**

Melissa Marshall, Chair

Ron Nickolas, Vice Chair

Rafi Ellis

Glenda Littlehale

Jeannette Manning

Lynne Garner, Minister (Ex-officio)

Joyce Bode, Treasurer (Ex-officio)

Deirdre Daniel, RE Coordinator (Ex-officio)

Steve Abney

**Quorum:** A quorum was present.

**Agenda and Minutes:** The agenda was reviewed and the Buddhist group's facilities request was added. The minutes of the Sept. 19, 2016, board meeting were approved by consensus.

**REPORTS**

**Committee on Ministry:** Steve Abney reported, copy attached. Next Town Hall meeting and pot luck will be on November 13<sup>th</sup>. The revised strategic objectives and SWOT analysis will be presented, and the goals will be explored and discussed with the congregants. Some low hanging fruit items, however, can be addressed outside of the long range planning process (e.g., signage). Steve will provide the "Words for All Ages" on Nov. 13<sup>th</sup>.

**Minister's Report:** The minister summarized her written report.

**Treasurer's Report:** Joyce Bode presented the treasurer's report. The endowment fund has grown to \$50,000, so according to UUCL policy, the earnings can now be used for capital improvements.

**Community Team** report was given by Rafi Ellis.

**Hospitality Committee** report was given by Rafi Ellis.

**Membership Committee** report was given by Rafi Ellis. New member directory is in the works. Sunday morning greeters are being sought. Pairing new members with other members in a “buddy system” is being considered.

**Worship Committee** report was given by Ron Nickolas.

**Personnel Committee** had no report at this time.

**Stewardship Committee** report was given by Glenda Littlehale. Doors to sanctuary building are occasionally left inadequately locked after events.

**Social Justice Committee** report was given by Jeannette Manning. Notes from the October 16<sup>th</sup> meeting, with 16 people in attendance, were presented.

- *Agape Food Bank*: 2 – 4 people volunteer on Mon. and Wed. afternoons to sort fruit. Kathy Gauna is our organizer. We sent donations of \$240.00 from October “Special Collection.”
- *Cleveland Court Elementary School*: Nancy Abney obtained a wish list for the school. Box tops are being collected at back of sanctuary. Steve & Nancy Abney are our point persons.
- The board gave feedback on use of the yellow “On the Side of Love” t-shirts for the MLK Day Parade. Obtaining pre-orders was suggested.

**Life Span Committee** report was given by Deirdre Daniel. Librarian Alma Sonkoly has asked that we display our kids’ artwork in the library.

**Aesthetics Committee** report was given by Deirdre Daniel. The middle-school RE kids are involved in a photography program which will produce a nice array of photos by the end of the year that can perhaps be displayed in the sanctuary building.

**Religious Exploration** report was given by Deirdre Daniel. The Raven Dinner Theater, a popular annual fundraiser for UUSC and UNICEF will be held on October 22<sup>nd</sup>.

## **OLD BUSINESS**

**Safety Task Force** – Several people are interested in being involved in this work.

## **NEW BUSINESS**

**Board Holiday Schedule:** The regularly scheduled board meeting for November falls during Thanksgiving week. The board agreed to meet on November 14, the second Monday instead. The board agreed that the December meeting date does not need to be changed.

**Member data-collection survey:** The idea of a survey, initiating with the Social Justice and Membership groups, was explored. The project will need a person to spearhead it. Jeannette was asked to contact candidates for heading up the project.

**Facilities request by Buddhist group:**

- The group is planning a retreat for Dec. 15-18. This fits into UUCL's calendar. **Motion:** to allow this retreat for \$200. Moved by Deirdre Daniel, seconded by Ron Nickolas. Carried unopposed.
- The group would like to add a regular Monday morning event, for open meditation, to their programming schedule. We will consider this a joint venture between the Buddhist group and the UUCL, with no rental fee charged. We will list this on our website. Moved by Melissa Marshall, seconded by Glenda Littlehale. Motion passed unopposed.

**Services auction** budgeted for \$3,000 this year. Glenda will determine the leader.

**Next board meeting:** Monday, November 14, 2016, at 6pm. The December meeting will be on the 19<sup>th</sup>.

**Adjournment:** Meeting was adjourned at 8:02pm.

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Jeannette Manning  
Acting Secretary

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Melissa Marshall  
Chair

## **Minister's Report October 17, 2016**

I believe that the church year has gotten off to a good start. People continue to step up into more areas of need. We still have a way to go before the pressure is off the board to fill the gaps, but I am optimistic. One area of special optimism is social justice. Jeannette Manning has taken this committee by storm. I was able to attend part of the meeting this Sunday, and I was very impressed with the way it was organized in order to maximize our effectiveness as a congregation and utilize our members who may participate in various ways. It's exciting! The fact that she is now on the board does not seem to diminish her energy.

I was very happy that our two oldest members agreed to speak during worship. I only wish I had thought to get it videotaped. It thought about it after the fact. I don't know if anyone did that, but I don't think so. Perhaps we can keep that in mind in the future.

The Monday morning support group seems to be helpful for the small number who show up, so I will continue to lead that.

The Building Your Own Theology group is moving along well, hosted by Shirley Curtis-Ference, with thoughtful commentary by Bob. There are two non-members participating.

The FUUMA (Florida UU Ministers) retreat in Mt. Dora went well. The presenter was Paul Ward, who is president of our congregation in Palm Beach and works frequently with businesses. The workshop topic was titled Conscious Leadership. The sessions came complete with spiral workbooks that I found helpful. Paul believes that there are ten practices for leading consciously, and those are divided into three broader categories. Under "Noticing" (becoming wide awake) are the practices sensing, learning, and living. Under "Setting Intention" (preparing purposefully) are the practices exploring purposefully, thinking possibility, and committing to action. Under "Acting Responsibly" (taking right action) are the practices speaking candidly, practicing integrity, and taking responsible action. For those of you who can count to ten, you will notice that these practices add up to nine. The tenth practice, according to Ward, is combining all of the others. The workshop included a guided meditation, breakouts into small groups, and power point lecture going over the points in the workbook. Ward is a founder of Future Shapers Florida, whose motto is "Making Space for Wisdom." He writes, "At Future Shapers Florida, we are striving to make the world a better place to live and work. The way we do this is by helping people reach higher levels of consciousness, championing Conscious Leadership and enabling conversations that Matter. We are focused on developing leaders through conscious leadership coaching, advising organizations on creating conscious cultures, convening executive peer group roundtables, and writing and speaking about conscious leadership principles and practices." Bringing his workshop to us would be helpful, but expensive. He charges non-profits \$1200 and up. If we could divide the cost with some other congregations, it might be worth it. As I mentioned, he is a UU, and he seems well-versed with the issues that are unique to Florida. Just something to consider down the line.

We have offered three prospective members sessions in the past few weeks, At least four people are scheduled to join our congregation on October 30. A fifth is interested but doesn't know if she can come that day.

I have been regularly attending lunches with the local women ministers on first Tuesdays. I also attended a clergy appreciation luncheon (I hadn't known that October is clergy appreciation month) hosted by the city of Lakeland. I am excited to have made some more

connections in the community that may lead to some meaningful encounters between our congregations.

I continue to attend NAACP meetings, including a recent forum for elected officials. I have been nominated to run for the position of assistant secretary, which I know from experience is an important, if tedious job.

Unitarian Universalist Congregation of Lakeland  
**Fund Balances**

	July 31, 2016	August 31, 2016	September 30, 2016
	\$	\$	\$
Checking Account - Unrestricted	18,404.53	66,679.67	14,675.28
Checking Account - Restricted Funds			
Capital Fund	1,848.68	1,848.68	1,848.68
Endowment Funds	-	-	49,409.24
Fund Raisers	1,793.56	1,793.56	1,793.56
HUUmanist	491.24	491.24	491.24
Music Fund	1,263.08	1,263.08	1,263.08
Settled Minister Fund	3,104.14	3,204.14	3,204.14
RE Fund Raisers	1,259.80	1,259.80	1,259.80
Adult Discussion Group	732.28	732.28	732.28
Total Restricted Funds	10,492.78	10,592.78	60,002.02
<b>Total Bank Account</b>	<b>\$ 28,897.31</b>	<b>\$ 77,272.45</b>	<b>\$ 74,677.30</b>
UU Common Endowment Fund			
Endowment Settled Minister Fund )	49,409.37		0
Minister Search )	30,707.99	30,707.99	34,158.28
<b>Total in UUCEF</b>	<b>\$ 80,117.36</b>	<b>\$ 30,707.99</b>	<b>\$ 34,158.28</b>
<b>TOTAL LIQUID ASSETS</b>	<b>\$ 107,315.24</b>	<b>\$ 106,281.14</b>	<b>\$ 103,685.99</b>

\* As of August 31, 2016

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 2016-2017

July 2016 - September 2016

25% through the year

	Actual	Annual Budget	Total over Budget	% of Budget
<b>Income</b>				
305 Pledges	19,579.00	97,349.00	(77,770.00)	20%
310 Donations (Plate & Other)	1,010.50	6,000.00	(4,989.50)	17%
310B Donations - Plate checks	130.00		130.00	
310D Special collections		1,200.00	(1,200.00)	0%
	<b>\$ 1,140.50</b>	<b>\$ 7,200.00</b>	<b>\$ (6,059.50)</b>	<b>16%</b>
Total 310 Donations (Plate & Other)				
320 Donations - Facilities Use	675.00	2,000.00	(1,325.00)	34%
330 Service Auction		3,000.00	(3,000.00)	0%
333 Full-time Minister Reserve Fund		10,000.00	(10,000.00)	0%
400 From Reserves	4,969.03	10,000.00	(5,030.97)	50%
	<b>\$ 26,363.53</b>	<b>\$ 129,549.00</b>	<b>\$ (103,185.47)</b>	<b>20%</b>
<b>Total Income</b>				
<b>Expenses</b>				
505 Administration	92.98	1,200.00	(1,107.02)	8%
510 Insurance	2,209.70	7,500.00	(5,290.30)	29%
515 Payroll	6,287.00	26,000.00	(19,713.00)	24%
520 Telephone & Internet	639.90	2,500.00	(1,860.10)	26%
525 Utilities	840.95	4,500.00	(3,659.05)	19%
526 Copy Machine Maintenance	95.00	300.00	(205.00)	32%
543 Music		700.00	(700.00)	0%
545 Worship Committee		1,500.00	(1,500.00)	0%
546 Forum and Adult Education		100.00	(100.00)	0%
550 Religious Exploration	78.48	1,500.00	(1,421.52)	5%
555 Training		1,000.00	(1,000.00)	0%
576 Minister's Package			0.00	
576A Salary	9,750.00	39,000.00	(29,250.00)	25%
576B Housing	4,650.00	18,600.00	(13,950.00)	25%
576C Expense	120.00	3,000.00	(2,880.00)	4%
	<b>\$ 14,520.00</b>	<b>\$ 60,600.00</b>	<b>\$ (46,080.00)</b>	<b>24%</b>
<b>Total 576 Minister's Package</b>				
590 Membership		500.00	(500.00)	0%
591 Caring		200.00	(200.00)	0%
595 Hospitality		2,000.00	(2,000.00)	0%
601 Treasurer Supplies & Accounting		585.00	(585.00)	0%
605 UUSC Dues		64.00	(64.00)	0%
615 UUA Annual Fund		3,322.00	(3,322.00)	0%

<b>621 UU Justice Dues</b>		64.00	(64.00)	0%	
<b>625 Cluster Dues</b>		64.00	(64.00)	0%	
<b>630 Visibility</b>		1,000.00	(1,000.00)	0%	
<b>635 Social Concerns</b>		250.00	(250.00)	0%	
<b>637 Special Collections</b>		1,200.00	(1,200.00)	0%	
<b>645 Building</b>	150.00	5,000.00	(4,850.00)	3%	
<b>650 Cleaning</b>	690.00	3,000.00	(2,310.00)	23%	
<b>655 Grounds</b>	278.54	3,000.00	(2,721.46)	9%	
<b>6560 Payroll Expenses</b>	480.98	1,900.00	(1,419.02)	25%	
<b>Total Expenses</b>		<b>\$ 26,363.53</b>	<b>\$ 129,549.00</b>	<b>\$ (103,185.47)</b>	<b>20%</b>
<b>Net Operating Income</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Net Income</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

Wednesday, Oct 12, 2016 PDT - Cash Basis