

**Unitarian Universalist Congregation of Lakeland
Board of Trustees Agenda
September 19, 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 August 22, 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
7:50p.m.	Review Calendar
	Announcements
	Next Board Meeting: October 17, 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
September 19, 2016**

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

Call to Order: Vice Chair Ron Nickolas called the regular monthly meeting of the Board of Trustees to order at approx. 6:20 pm and lit the chalice. Joyce Bode read the board covenant. Jeannette Manning recorded the minutes.

Board Members Present

Melissa Marshall, Chair
Ron Nickolas, Vice Chair
Rafi Ellis
Jeannette Manning

Members Absent

Glenda Littlehale

Lynne Garner, Minister (Ex-officio)
Joyce Bode, Treasurer (Ex-officio)
Deirdre Daniel, RE Coordinator (Ex-officio)
Heather Curry
Anne Kearton

Quorum: A quorum was present.

Agenda and Minutes: The agenda was reviewed and the minutes of the August 22, 2016, were approved by consensus.

Action Between Meetings: In order to meet the schedule of the Planning and Zoning Board, the Board of Trustees voted by email to authorize Melissa Marshall to sign on behalf of the Board any documents in regards to obtaining permits from city planning for the Orange Blossom Montessori School.

REPORTS

Minister's Report: The minister submitted her written report, attached. In addition, she recommended that the minutes of board meetings be posted and available to all, in the spirit of greater transparency. All agreed. She mentioned the small attendance so far in the health support group meetings.

Treasurer's Report: Joyce Bode presented the treasurer's report, attached.

- Joyce Bode discussed that we are at 19% (two months) of the annual budget, but revenue is at 16% of annual budget. This is not unusual, with summer pledge payments and plate collections typically smaller than average in the summer months.
- Joyce Bode has received the endowment funds we have withdrawn from the UU Common Endowment Fund and is waiting for instructions on its placement from the UUCL Endowment Committee.

- Joyce Bode recommended that she submit two financial statements each month, omitting the single-month statement. All agreed.
- Ron Nickolas stated that this year's music budget is larger than needed, asking if some of it can be used elsewhere. Joyce Bode said that the Board is authorized to move money between categories in the budget as long as the total remains the same.

Community Team report was given by Rafi Ellis. Alma Sonkoly has agreed to manage UUCL's Facebook page, for which we are very appreciative.

Hospitality Committee report was given by Rafi Ellis. Blenda George has been doing a great job with Sunday morning hospitality.

Membership Committee report was given by Rafi Ellis. Orathai Northern, new chair of this committee, is preparing a new church directory.

Worship Committee report was given by Ron Nickolas. Elaine Silver will present our Sunday service on November 20th. She would like to hold a CD release concert here, giving a percentage to UUCL. We agreed to this, with rental fee waived; Ron Nickolas will cover specifics with Ms. Silver and set it up.

Personnel Committee had no report at this time.

Committee on Ministry report was given by Ron Nickolas. The town hall meeting on long-range planning, was very successful, with good attendance. The committee is now organizing the feedback from the town hall, plus ideas gleaned from the survey performed during the summer, and will hold another town hall meeting on November 13th.

Social Justice committee report was given by Jeannette Manning. The first meeting of this year was held on September 18th with 14 in attendance.

- The group discussed parameters and process for selecting issues and projects to work on. Specific issues were listed in these categories: those already being worked by UUCL, those currently being worked by UUCL members, and those we would like to begin working on.
- The group decided to survey the UUCL membership to obtain information on issues and projects already being worked; Ron Nickolas and Keyno Hicks volunteered to write and process the survey.
- The group decided to recommit to supporting Cleveland Court elementary school. Nancy Abney volunteered to relate this to Heather Curry, UUCL member who works there, and to ask her help in obtaining a wish list for the school.
- The group discussed the process of committing non-designated plate collection funds to a particular agency or institution once a month. Agape Food Bank was selected for October 9th, and the second Sunday of each month will be used for this procedure.
- The group chose Agape Food Bank for immediate action. Kathy Gauna agreed to pursue this with the food bank and set up a time in the next week or two for UUCL's first volunteer action there.

Life Span Committee report was given by Deirdre Daniel.

- Heather Curry has agreed to chair this group and plans a blog for UUCL's website.

- Tim McLean chairs the Sunday Morning Discussion Group, which is currently focusing on the seven UU principles.

Religious Exploration report was given by Deirdre Daniel.

- The Orange Blossom Montessori School is working on zoning issues and licensure. It will hold an Open House for parents this Thursday. During their restorations this fall, there will be adequate RE space for UUCL.
- The annual Raven Dinner Theater is being planned for October 22, 6pm.
- The homeschooling group which meets on the UUCL campus is now using the social hall without paying for any related expenses.
- Deirdre Daniel plans to learn from the UUCL office manager how to add items to the website and will keep the RE section continuously refreshed.
- Deirdre Daniel was warmly praised for her work with the volunteer job listings in the church hallway.

OLD BUSINESS

Safety Task Force – Maggie Colson has stated that she would like to be involved in this work.

NEW BUSINESS

The Friends of Joe concert series will terminate soon. Anne Kearton has asked that the rental fee for their final appearance on October 15th be waived. A motion was presented by Ron Nickolas and seconded by Rafi Ellis to waive this fee; the motion passed unopposed.

Roy Zimmerman will be touring in Florida and can possibly give a concert here. Motion to waive the rental fee for this concert was presented by Rafi Ellis and seconded by Ron Nickolas; it was passed unopposed.

Community Committee staffing was discussed by Rafi Ellis.

Assistant Treasurer Appointment: Adam Hargrove has agreed to be the Assistant Treasurer. Motion to appoint was presented by Melissa Marshall and seconded by Rafi Ellis; it passed unopposed.

The UUCL operating calendar was reviewed.

Announcements: Jeannette Manning displayed the notebook resulting from her review of six years of UUCL annual reports, organized by subject matter, and offered to make it available to anyone.

Next board meeting: Monday, October 17, 2016, at 6pm. The board recommitted to this starting time.

Comment on process: Visitors to board meetings will be moved up on the agenda whenever possible.

Adjournment: Meeting was adjourned at 7:36pm.

Jeannette Manning
Acting Secretary

Melissa Marshall
Chair

Minister's Report September 15, 2016

The church year seems to be off to a great start, with a lot of enthusiasm. I was pleased at the number of people who came to the Town Hall meeting last Sunday and especially pleased that some of our now-frequent visitors not only came but participated actively in the discussion. We have a lot of work to do (as do all congregations) but I believe we are on the right track toward making this place a better-oiled 'machine' where we can be much more effective in our outreach and in our membership activities.

I am especially pleased that a number of people and groups have made commitments to meet with me on a regular basis. So far, I have met with the board chair, the DRE, the new membership chair, the new social justice chair, the worship committee, and the committee on ministry, and I spent some time at one choir rehearsal. I made an appearance at the opening RE breakfast. In addition, I have had a pretty full dance card of lunches with members and friends, and the usual visits to my office. Because I will be in East Polk on Wednesday afternoons, I hope that this will give the people out there a better opportunity to have lunch with me.

The first book discussion of the year was well-attended. This year, I intend to offer a mixed bag of theology, social justice, and other topics for our book discussions, in the hope that there will be something for almost everybody.

The new class of *Building Your Own Theology* will begin this Wednesday, September 21. Shirley Curtis-Ference has graciously agreed to host us so that we can bring this curriculum to East Polk.

This week, I began a support group for those with serious illnesses, including memory issues. One person came, and we had a long talk. I will try it again one more Monday morning to see if others will come, and if not, I will encourage the person who came to meet with me in my office and see if there's a better time that people would want to come. By the time of our board meeting, I will have seen whether more show up.

Last Tuesday, I had lunch for the first time with a group of women ministers. I think that we will be able to do some good ministry with them, particularly with the minister of Christ's Promise UCC church. We spent a good deal of time talking about marginalization of congregations. Christ's Promise is a lesbian congregation and another minister at the lunch is Christian Scientist, so they both have had their share of uncomfortable encounters in

Polk County. Last Thursday, I had breakfast at Talbot House with the Lakeland Area Ministers' Association (LAMA). As it turned out, no men showed up. I will see next month if that is a trend. There were three women with whom I had had lunch two days earlier, as well as two female staff members from Talbot House. It remains to be seen how viable a group that is, although it was interesting to learn a little bit about Talbot House. There are opportunities for us to volunteer there, but I'm not sure that's the most effective venue for us. I will continue to show up when I can. I feel that showing up will allow us to make some new connections. We can't be responsible for those who choose not to participate. We will work with those who do.

I remain committed to working also with the NAACP and continue to attend their general membership and executive committee meetings.

Unitarian Universalist Congregation of Lakeland
Fund Balances

	June 30, 2016	July 31, 2016	August 31, 2016
	\$	\$	\$
Checking Account - Unrestricted	19,345.76	18,404.53	66,679.67
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	1,263.08	1,263.08	1,263.08
Settled Minister Fund	2,921.14	3,104.14	3204.14
RE Fund Raisers	1,259.80	1,259.80	1,259.80
Adult Discussion Group	732.28	732.28	732.28
Total Restricted Funds	11,809.78	10,492.78	10,592.78
Total Bank Account	\$ 31,155.54	\$ 28,897.31	\$ 77,272.45
UU Common Endowment Fund			
Endowment Settled Minister Fund)	48,007.57	49,409.37	0
Minister Search)	29,836.77	30,707.99	30,707.99
Total in UUCEF	\$ 77,844.34	\$ 80,117.36	\$ 30,707.99
TOTAL LIQUID ASSETS	\$ 109,573.47	\$ 107,315.24	\$ 106,281.14

¹\$49,409.24 Endowment Funds in this account

²As of July 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 - August 2016

17% through the year

	Actual through 8/31/2016	Annual Budget	over Budget	% of Budget
Income				
305 Pledges	12,331.00	97,349.00	(85,018.00)	13%
310 Donations (Plate & Other)	708.50	6,000.00	(5,291.50)	12%
310B Donations - Plate checks	80.00		80.00	
310D Special collections		1,200.00	(1,200.00)	0%
Total 310 Donations (Plate & Other)	\$ 788.50	\$ 7,200.00	(\$ 6,411.50)	11%
320 Donations - Facilities Use	390.00	2,000.00	(1,610.00)	20%
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	3,545.29	10,000.00	(6,454.71)	35%
Total Income	\$ 17,054.79	\$ 129,549.00	(\$ 112,494.21)	13%
Expenses				
505 Administration	72.99	1,200.00	(1,127.01)	6%
510 Insurance	1,044.50	7,500.00	(6,455.50)	14%
515 Payroll	4,139.34	26,000.00	(21,860.66)	16%
520 Telephone & Internet	426.60	2,500.00	(2,073.40)	17%
525 Utilities	554.68	4,500.00	(3,945.32)	12%
526 Copy Machine Maintenance		300.00	(300.00)	0%
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		1,500.00	(1,500.00)	0%
555 Training		1,000.00	(1,000.00)	0%
576 Minister's Package			0.00	
576A Salary	6,500.00	39,000.00	(32,500.00)	17%
576B Housing	3,100.00	18,600.00	(15,500.00)	17%
576C Expense	120.00	3,000.00	(2,880.00)	4%
Total 576 Minister's Package	\$ 9,720.00	\$ 60,600.00	(\$ 50,880.00)	16%
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%
621 UU Justice Dues		64.00	(64.00)	0%
625 Cluster Dues		64.00	(64.00)	0%

630 Visibility		1,000.00	(1,000.00)	0%
635 Social Concerns		250.00	(250.00)	0%
637 Special Collections		1,200.00	(1,200.00)	0%
645 Building	150.00	5,000.00	(4,850.00)	3%
650 Cleaning	450.00	3,000.00	(2,550.00)	15%
655 Grounds	180.00	3,000.00	(2,820.00)	6%
6560 Payroll Expenses	316.68	1,900.00	(1,583.32)	17%
		<u>\$</u>	<u>\$</u>	<u>\$</u>
Total Expenses	17,054.79	129,549.00	(112,494.21)	13%
Net Operating Income	\$ -	\$ -	\$ -	
Net Income	\$ -	\$ -	\$ -	