



Unitarian Universalist Fellowship of Gainesville

UUFG Governing Board Meeting Agenda
January 22, 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,
- 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 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 10 min
 - a. Treasurer's Report October 2023 and commentary (Att. 1)
 - b. Fellowship Council November 2023 (Att. 2)
 - c. Admin Report October 2023 (Att. 3)
 - d. Board Meeting Minutes October 2023 (Att. 4)

4. [7:00 pm] Discussion, Action Items, Visioning 30 min
 - a. Email vote regarding trespassing – Leah Cobb Lee
 - b. Ad hoc committee to host live streaming UUA General Assembly 2024 – Leah Cobb Lee
 - c. Interim minister search committee update – Leah Cobb Lee
 - d. Article II Workshop update – Erin Parish
 - e. Scheduling – Leah Cobb Lee
 - i. Schedule Finance Town Hall in February
 - ii. Schedule April board meeting to approve 2024 - 2025 budget proposal
 - iii. March 24th Pledge Sunday
 - iv. May 5th Annual congregational meeting



Unitarian Universalist Fellowship of Gainesville

5. [7:30 pm] Management and Facilities 15 min
 - a. Solar project update – Tim Christy
 - b. Follow-up on UUFG safety/security concerns – Leah Cobb Lee
 - c. Sound issues in Sanctuary – Erin Parish and Norden Lucke
 - d. Safety check of Sanctuary chairs – Erin Parish and Norden Lucke

6. [7:45 pm] Leadership and Governance 20 min
 - a. Salary increase for Congregational Administrator (Att. 5) – Jim Wright
 - b. LDC Charter revision (Att. 6) – Judith Kendall
 - c. LDC report on leadership recruitment – Judith Kendall
 - d. Pledge campaign update – Judith Kendall
 - e. Board retreat follow-up – Leah Cobb Lee
 - f. Paul Bird Leadership Development Funds (Att. 7) – Judith Kendall
 - g. UUA Certification; congregational dues (Att. 8) – Leah Cobb Lee

7. [8:05 pm] Wrap up 5 min
 - a. Emerging Concerns
 - b. Calendaring and Action Items
 - c. Gratitude notes
 - d. Board Process – external observer
 - e. Next meeting February 26, 2023

8. [8:10] Executive Session

9. [8:30] Adjournment

Unitarian Universalist Fellowship - Gainesville FL									
Treasurer's Report as of December 2023 for General Fund									
Thursday, January 11, 2024									
Account #	Account Name	Period Activity December 2023	Monthly Budget	YTD Balance	Budget YTD	Over/Under YTD+(-)	Annual Budget	Annual Budget Remaining	
Income									
Income to General Fund									
Sustaining Gifts-Members & Friends									
4.100.030	Current Years Pledges	18,184.39	23,333.00	131,153.94	139,998.00	(8,844.06)	280,000.00	148,846.06	
4.100.050	Sunday Collect/Unidentified G	1,078.12	1,333.00	5,198.49	7,998.00	(2,799.51)	16,000.00	10,801.51	
	Total Sustaining Gifts-Members & Friends	\$19,262.51	\$24,666.00	\$136,352.43	\$147,996.00	(\$11,643.57)	\$296,000.00	\$159,647.57	
Miscellaneous Income									
4.100.210	Rental Income	1,200.00	1,000.00	5,434.00	6,000.00	(566.00)	12,000.00	6,566.00	
4.100.300	Special Activities and Auction	0.00	833.00	0.00	4,998.00	(4,998.00)	10,000.00	10,000.00	
4.100.330	Interest	44.89	25.00	266.09*	150.00	116.09	300.00	33.91	
	Total Miscellaneous Income	\$1,244.89	\$1,858.00	\$5,700.09	\$11,148.00	(\$5,447.91)	\$22,300.00	\$16,599.91	
	Total Income to General Fund	\$20,507.40	\$26,524.00	\$142,052.52	\$159,144.00	(\$17,091.48)	\$318,300.00	\$176,247.48	
	Total Income	\$20,507.40	\$26,524.00	\$142,052.52	\$159,144.00	(\$17,091.48)	\$318,300.00	\$176,247.48	
Expense									
Expenses from General Fund									
Programs									
5.100.110	Membership	20.35	50.00	366.04*	300.00	66.04	600.00	233.96	
5.100.120	UU Leadership	0.00	50.00	253.07	300.00	(46.93)	600.00	346.93	
5.100.130	Social Justice	231.70	125.00	281.70	750.00	(468.30)	1,500.00	1,218.30	
5.100.140	RELATE	0.00	13.00	0.00	78.00	(78.00)	150.00	150.00	
5.100.150	CUUPS	0.00	21.00	0.00	126.00	(126.00)	250.00	250.00	
5.100.240	RE Program Activities	286.81	167.00	606.47	1,002.00	(395.53)	2,000.00	1,393.53	
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5.100.310	Worship - Sunday Services	300.00	333.00	3,697.62*	1,998.00	1,699.62	4,000.00	302.38	
5.100.320	Music Program	0.00	200.00	0.00	800.00	(800.00)	2,000.00	2,000.00	
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	0.00	0.00	0.00	0.00	0.00	0.00	
	Total Programs	\$838.86	\$976.00	\$5,204.90	\$5,456.00	(\$251.10)	\$11,800.00	\$6,595.10	
Administration & Operational Support									
5.100.010	Board Discretionary Funds	0.00	125.00	0.00	750.00	(750.00)	1,500.00	1,500.00	
5.100.020	Pastoral Care Expense	66.00	17.00	66.00	102.00	(36.00)	200.00	134.00	
5.100.030	Contributions to Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5.100.520	Denominational Dues	1,294.00	1,294.00	7,764.00	7,764.00	0.00	15,525.00	7,761.00	
5.100.525	Insurance	1,538.35	1,500.00	9,029.95	10,000.00	(970.05)	19,000.00	9,970.05	
5.100.530	Office Expense	835.31	583.00	2,816.86	3,498.00	(681.14)	7,000.00	4,183.14	
5.100.540	Bookkeeper	0.00	208.00	712.50	1,248.00	(535.50)	2,500.00	1,787.50	
5.100.545	Telephone & Internet	467.99	482.00	2,885.87	3,282.00	(396.13)	7,100.00	4,214.13	
5.100.550	Utilities - Electricity & Water	1,382.15	1,667.00	7,056.39	10,002.00	(2,945.61)	20,000.00	12,943.61	
5.100.560	Waste Disposal	198.32	200.00	1,266.28*	1,200.00	66.28	2,400.00	1,133.72	
5.100.570	Custodial Service	770.00	770.00	4,620.00	4,620.00	0.00	9,240.00	4,620.00	
5.100.572	Custodial Supplies	0.00	69.00	59.95	414.00	(354.05)	825.00	765.05	
5.100.575	Facilities Maintenance	526.87	625.00	6,620.93*	3,750.00	2,870.93	7,500.00	879.07	
5.100.580	Backflow and Fire Suppression	254.00	333.00	725.00	1,998.00	(1,273.00)	4,000.00	3,275.00	
5.100.583	Security & Safety	0.00	25.00	317.00*	150.00	167.00	300.00	(17.00)	
5.100.585	Pest Control	0.00	0.00	400.00	400.00	0.00	400.00	0.00	

Unitarian Universalist Fellowship - Gainesville FL									
Treasurer's Report as of December 2023 for General Fund									
Thursday, January 11, 2024									
Account #	Account Name	Period Activity December 2023	Monthly Budget	YTD Balance	Budget YTD	Over/Under YTD+(-)	Annual Budget	Annual Budget Remaining	
5.100.595	VANCO and Bank Fees	157.52	146.00	891.42*	876.00	15.42	1,750.00	858.58	
	Total Administration & Operational Support	\$7,490.51	\$8,044.00	\$45,232.15	\$50,054.00	(\$4,821.85)	\$99,240.00	\$54,007.85	
Compensation & Related Expenses									
5.100.610	Ministers Salary	3,102.58	6,261.00	11,176.09	33,566.00	(22,389.91)	71,126.00	59,949.91	
5.100.620	Ministers Housing Allowance	0.00	0.00	4,000.00	4,000.00	0.00	4,000.00	0.00	
5.100.630	Ministers, In Lieu of Self Employment Tax	0.00	486.00	423.76	2,916.00	(2,492.24)	5,829.00	5,405.24	
5.100.640	Ministers Pension Fund	0.00	684.00	553.93	4,104.00	(3,550.07)	8,203.00	7,649.07	
5.100.650	Ministers Health Insurance	0.00	1,211.00	1,471.12	7,266.00	(5,794.88)	14,534.00	13,062.88	
5.100.660	Ministerial Transition Expense	0.00	1,042.00	0.00	6,252.00	(6,252.00)	12,500.00	12,500.00	
5.100.670	Ministers Professional Expenses	0.00	667.00	122.89	4,002.00	(3,879.11)	8,000.00	7,877.11	
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	3,576.79	3,435.00	20,654.63*	20,610.00	44.63	41,215.00	20,560.37	
5.100.712	Congregational Administrator-Professional Expenses	100.00	167.00	100.00	1,002.00	(902.00)	2,000.00	1,900.00	
5.100.720	Choir Director Salary	1,639.54	2,174.00	5,342.75	13,044.00	(7,701.25)	26,088.00	20,745.25	
5.100.721	Director of Music Programming Salary	0.00		885.89					
5.100.722	Music Director's Professional Expenses	0.00	260.00	0.00	1,040.00	(1,040.00)	2,600.00	2,600.00	
5.100.725	Pianist/Accompanist - Payroll	0.00	1,105.00	2,500.00	6,630.00	(4,130.00)	13,261.00	10,761.00	
5.100.728	Audiovisual Technician	342.00	667.00	939.75	4,002.00	(3,062.25)	8,000.00	7,060.25	
5.100.731	Director of RE Salary	2,181.96	2,174.00	12,047.30	13,044.00	(996.70)	26,088.00	14,040.70	
5.100.732	Director of Religious Education-Professional Exp.	0.00	217.00	424.00	1,302.00	(878.00)	2,600.00	2,176.00	
5.100.740	Child Care	688.50	500.00	3,238.67*	3,000.00	238.67	6,000.00	2,761.33	
5.100.820	Staff Pensions	168.42	343.00	1,883.42	2,058.00	(174.58)	4,121.00	2,237.58	
5.100.910	Payroll Tax Expenses	882.14	600.00	4,009.83*	3,600.00	409.83	7,200.00	3,190.17	
	Total Compensation & Related Expenses	\$12,681.93	\$21,993.00	\$69,774.03	\$131,438.00	(\$62,549.86)	\$263,365.00	\$194,476.86	
	Total Expenses from General Fund	\$21,011.30	\$31,013.00	\$120,211.08	\$186,948.00	(\$67,622.81)	\$374,405.00	\$255,079.81	
	Total Expense	\$21,011.30	\$31,013.00	\$120,211.08	\$186,948.00	(\$67,622.81)	\$374,405.00	\$255,079.81	
	Difference	(\$503.90)	(\$4,489.00)	\$21,841.44	(\$27,804.00)		(\$56,105.00)		
* = Income/Expense exceeds amount budgeted to date									

		Unitarian Universalist Fellowship - Gainesville, FL			
		Budget Variance Report			
		December 2023			
Account #	Account Name				
Income					
Income to General Fund					
Sustaining Gifts-Members & Friends					
4.100.030	Current Years Pledges	In December, our pledge income is under budget by \$5,149. We are under budget for the year by \$8,844. Note that we missed a deposit in late December. That money will show as credited in January.			
4.100.050	Sunday Collect/Unidentified Giving	Through December, Sunday collection is under budget by \$2800.			
Miscellaneous Income					
4.100.210	Rental Income	Main rental income from the Gainesville Bridge Club and Joy of the Lord Outreach Ministries.			
4.100.300	Special Activities-Auction	Income from special activities is budgeted at \$10,000 for the year.			
4.100.330	Interest				
Expense					
Expenses from General Fund					
Programs					
5.100.110	Membership				
5.100.120	UU Leadership				
5.100.130	Social Justice				
5.100.140	RELATE				
5.100.150	CUUPS				
5.100.240	RE Program Activities				
5.100.280	Hospitality Budgeted				
5.100.300	Special Activities and Auction Expenses	December payments include support of Porters Quarters, cookie caper expenses, & banned books expenses			
5.100.310	Worship - Sunday Services	In December, we provided an honorarium to Eve MacMaster			
5.100.320	Music Program				
5.100.410	Canvass Expenses				
5.100.420	Fundraising Expenses				
5.100.430	Book Cart Expense				
Administration & Operational Support					
5.100.010	Board Discretionary Funds				
5.100.020	Pastoral Care Expense				
5.100.030	Contributions to Reserves	Monthly payment, budgeted at 0 for this year			
5.100.520	Denominational Dues	Monthly payment. Our current dues are based on our 2021-2022 FY figures, which is why they are lower than normal.			
5.100.525	Insurance				
5.100.530	Office Expense	Includes contracts with Konica Minolta, MailChimp and Office 365. In December we paid our Church Windows annual fee.			
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. GRU applied a refund in October and November, which is why we are under budget for the year			
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	December expenses were mower servicing and foyer front door repair			
5.100.580	Backflow and Fire Suppression	In December we paid for a quarterly inspection			
5.100.583	Security & Safety	We are now paying for background checks using the Security line item.			
5.100.585	Pest Control	Melrose Pest Control's annual termite treatment was performed in September			
5.100.595	VANCO and Bank Fees	Vanco manages our online donations.			

Unitarian Universalist Fellowship - Gainesville FL						
Consolidated Fund Activity Report for December 2023						
Thursday, January 11, 2024						
Account #	Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	End Balance
3.100.100	General Fund Balance	79,354.58	20,507.40	21,011.30	0.00	78,850.68
3.100.321	Minister's Sabbatical Fund Balance	27,908.58	0.00	0.00	0.00	27,908.58
3.201.120	CUUPS Support Fund Balance	631.00	0.00	0.00	0.00	631.00
3.202.100	Music Support Fund	1,087.00	0.00	0.00	0.00	1,087.00
3.203.110	Memory Garden Fund	648.11	0.00	0.00	0.00	648.11
3.203.120	Courtyard Fund Balance	2,590.16	0.00	0.00	0.00	2,590.16
3.203.130	Solar Panel Fund Balance	1,442.00	9,900.00	0.00	0.00	11,342.00
3.203.140	Intermim Ministry Fund Balance	37,906.00	1,500.00	0.00	0.00	39,406.00
3.203.150	Labyrinth Fund Balance	2,000.00	0.00	0.00	0.00	2,000.00
3.204.110	Book Cart Fund	548.90	180.00	0.00	0.00	728.90
3.206.100	<i>Foundation Grants</i>					
3.206.113	Youth Room Update (Grant) Fund Balance	1,355.87	0.00	0.00	0.00	1,355.87
3.206.114	General Assembly Youth Travel (Grant) Balance	895.45	0.00	0.00	0.00	895.45
3.206.115	Banned Books (Grant) Fund Balance	500.00	0.00	37.61	0.00	462.39
3.206.116	Security Camera Grant Balance	0.00	600.00	0.00	0.00	600.00
3.206.140	UU Leadership Fund - Balance	3,619.40	0.00	0.00	0.00	3,619.40
3.210.100	<i>CYREC</i>					
3.210.110	RE Fund Balance	2,774.70	0.00	0.00	0.00	2,774.70
3.210.120	Youth Support Fund Balance	1,070.91	0.00	0.00	0.00	1,070.91
3.210.125	OWL Fund Balance	999.76	0.00	209.29	0.00	790.47
3.210.160	Playground/Coffee Fund Balance	95.00	0.00	0.00	0.00	95.00
3.216.100	<i>Social Justice Fund</i>					
3.216.110	Social Justice Unallocated Funds	3,082.72	170.00	192.47	0.00	3,060.25
3.216.150	Pineridge Fund	1,216.98	0.00	223.78	0.00	993.20
3.216.160	Share The Plate Balance	651.00	115.00	651.00	0.00	115.00
3.216.220	UU Service Committee Fund Balance	470.23	0.00	470.23	0.00	0.00
3.400.100	<i>Future Funding & Capital Reserve Accounts</i>					
3.404.110	Res. Fd for Large Scale Maintenance-Balance	53,994.57	0.00	0.00	0.00	53,994.57
3.500.100	Land & Building Fund	1,105,900.00	0.00	0.00	0.00	1,105,900.00
3.500.150	Furnishings & Equipment Fund	62,670.00	0.00	0.00	0.00	62,670.00
3.500.155	Solar Fund Bank Account Balance	65,325.75	11,342.00	18,144.00	0.00	58,523.75
3.500.200	UUFG Foundation Balance	414,446.96	0.00	0.00	0.00	414,446.96
3.500.250	Ministers Discretionary Fund Bank Account Balance	321.99	0.00	2.00	0.00	319.99
	Total	\$1,873,507.62	\$44,314.40	\$40,941.68	\$0.00	\$1,876,880.34

**Unitarian Universalist Fellowship - Gainesville
Consolidated Fund Narrative Report
December 2023**

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	Donations	This is a pass-thru account. We transfer this money to a separate checking account that the minister manages. Doesn't show up on the December report because no activity or balance.
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.
3.201.120	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
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. September expenses: mulching
3.203.130	Solar Panel Fund Balance	Mary Anthony	Donations	Pass through account used for donations for our solar panel project. Money is transferred into our Solar Panel checking account.
3.203.140	Interim Ministry Fund	Mary Anthony	Donations	Donated funds held to help pay salary and expenses of an interim minister.
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 will be reallocated from this fund into the General Fund at the end of the year.
	<i>Foundation Grants</i>			
3.206.113	Youth Room Update Fund	James Chase	Foundation	Fall 2022 grant to purchase new furniture, etc., for Youth Room
3.206.114	General Assembly Youth Travel	James Chase	Foundation	Spring 2023 grant to help youth travel to GA
3.206.140	UU Leadership Fund	LDC	Foundation	The Foundation has provided a \$5000 grant
3.206.141	OWL Fund (Grant) Balance	James Chase	Foundation	OWL training and programs. Two OWL courses began in fall 2023 with one class running through spring 2024.

**Unitarian Universalist Fellowship - Gainesville
Consolidated Fund Narrative Report
December 2023**

Account #	Account Name	Name	Source	Purpose
	CYREC			
3.210.120	RE Fund Balance	James Chase		To benefit children & youth.
3.210.120	Youth Support Fund Balance	Janese Nix & Mary Bahr	Fundraisers (pancake breakfasts, CON fees, car washes, etc.)	To support Youth Group activities and events
3.210.125	OWL Fund Balance	James Chase	Payments	Funds received to pay for OWL training and classes
3.201.160	Playground/Coffee Fund Balance	James Chase		To support playground equipment and supplies
	Social Justice Fund			
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.
3.216.150	Pineridge Fund	Mary Bahr	Directed donations	To pay for Pineridge expenses exclusively.
2.216.160	Share The Plate Balance	Mary Bahr	Directed Donations	These monies are paid out to approved charities.
2.216.220	UU Service Committee Fund Balance	Mary Bahr	Directed Donations	Guest at Your Table collection - benefitting UUSC
	Future Funding & Capital Reserve Accts.			
3.404.110	Res. Fd for Large Scale Maintenance- Balance	Facilities/Board	Board	This account is for large maintenance items (e.g., major fire suppression system repair, air conditioners, roof replacement, exterior painting, etc.)
3.500.100	Land & Building Fund			This is an old assessment of the value of the land and buildings.
3.500.150	Furnishings & Equipment Fund			This is an old value of furnishings and equipment.
3.500.155	Solar Fund Bank Account Balance	Leah Cobb Lee & Mary Anthony	Donations	Money transferred from Solar Panel Fund pass through account to pay for the installation of solar panels. In December we paid our first two installments.
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.	Leah Cobb Lee & Mary Anthony	Donations	This is the balance in the Minister's Discretionary Fund Bank Acct, updated monthly.

Unitarian Universalist Fellowship - Gainesville FL
Balance Sheet as of December 31, 2023

Thursday, January 11, 2024			
Account #	Account Name	Beginning Balance	YTD Balance
Assets			
Cash			
1.000.130	Ameris Bank-Checking	92,081.23	154,374.28
1.000.140	Ameris Bank-Money Market	81,074.95	81,341.04
1.000.155	Solar Fund - Checking	0.00	58,523.75
	Total Cash	\$173,156.18	\$294,239.07
Fixed Assets			
1.000.310	Building & Land	1,105,900.00	1,105,900.00
1.000.320	Equipment	62,670.00	62,670.00
	Total Fixed Assets	\$1,168,570.00	\$1,168,570.00
Other Assets			
1.000.410	UUFG Foundation	428,765.57	414,446.96
1.100.250	Ministers Discretionary Fund Account	627.99	319.99
	Total Other Assets	\$429,393.56	\$414,766.95
	Total Assets	\$1,771,119.74	\$1,877,576.02
Liabilities			
Current Liabilities			
2.000.120	Payroll Taxes Payable	5.98	695.68
	Total Current Liabilities	\$5.98	\$695.68
	Total Liabilities	\$5.98	\$695.68
Fund Balance			
3.100.100	General Fund Balance	57,009.24	78,850.68
3.100.321	Minister's Sabbatical Fund Balance	27,908.58	27,908.58
3.201.120	CUUPS Support Fund Balance	431.00	631.00
3.202.100	Music Support Fund	1,087.00	1,087.00
3.203.110	Memory Garden Fund	760.11	648.11
3.203.120	Courtyard Fund Balance	4,215.16	2,590.16
3.203.130	Solar Panel Fund Balance	0.00	11,342.00
3.203.140	Intermim Ministry Fund Balance	5,663.00	39,406.00
3.203.150	Labyrinth Fund Balance	0.00	2,000.00
3.204.110	Book Cart Fund	312.00	728.90
3.206.100	<i>Foundation Grants</i>		
3.206.113	Youth Room Update (Grant) Fund Balance	1,463.36	1,355.87
3.206.114	General Assembly Youth Travel (Grant) Balance	4,188.80	895.45
3.206.115	Banned Books (Grant) Fund Balance	0.00	462.39
3.206.116	Security Camera Grant Balance	0.00	600.00
3.206.140	UU Leadership Fund - Balance	4,519.40	3,619.40
3.206.141	OWL Fund (Grant) Balance	598.07	0.00
3.206.211	Labyrinth Repair (grant) Balance	2,500.00	0.00
	<i>Total Foundation Grants</i>	<i>\$13,269.63</i>	<i>\$6,933.11</i>
3.210.100	<i>CYREC</i>		
3.210.110	RE Fund Balance	2,776.70	2,774.70
3.210.120	Youth Support Fund Balance	1,070.91	1,070.91
3.210.125	OWL Fund Balance	0.00	790.47
3.210.160	Playground/Coffee Fund Balance	95.00	95.00
	<i>Total CYREC</i>	<i>\$3,942.61</i>	<i>\$4,731.08</i>
3.216.100	<i>Social Justice Fund</i>		
3.216.110	Social Justice Unallocated Funds	2,882.72	3,060.25
3.216.150	Pineridge Fund	1,216.98	993.20
3.216.160	Share The Plate Balance	457.60	115.00
	<i>Total Social Justice Fund</i>	<i>\$4,557.30</i>	<i>\$4,168.45</i>
3.400.100	<i>Future Funding & Capital Reserve Accounts Balance</i>		
3.404.110	Res. Fd for Large Scale Maintenance- Balance	53,994.57	53,994.57
	<i>Total Future Funding & Capital Reserve Accounts Balance</i>	<i>\$53,994.57</i>	<i>\$53,994.57</i>
3.500.100	Land & Building Fund	1,105,900.00	1,105,900.00
3.500.150	Furnishings & Equipment Fund	62,670.00	62,670.00
3.500.155	Solar Fund Bank Account Balance	0.00	58,523.75
3.500.200	UUFG Foundation Balance	428,765.57	414,446.96
3.500.250	Ministers Discretionary Fund Bank Account Balance	627.99	319.99
	Total Fund Balance	\$1,771,113.76	\$1,876,880.34
	Total Liabilities and Fund Balance	\$1,771,119.74	\$1,877,576.02

**Report on the Fellowship Council – Monthly Meeting (January 9, 2024 – 7:00 to 8:25pm)
Unitarian Universalist Fellowship of Gainesville, Florida**

Meeting opened at 7:00pm with facilitator: Michael Hazlett, Governing Board Vice President. Members Present: Liz Stewart (Worship Team); Marilyn Roberts (Facilities); Beverly Sanders (Choir Circle); Debra Neill-Mareci (Ushers, Webmaster & List Serve Administrator); Susan Christy (Hospitality-Visitor and Welcome Table Facilitator); Mary Keith (Membership); Jonathon Coron (Safety Committee); The total number in attendance was eight (8). Marilyn Roberts assisted in taking minutes. Meeting Opened with a Chalice lighting and reading.

A BLESSING: The world now is too dangerous and too beautiful for anything but love. May your eyes be so blessed you see creation in everyone. May your ears hear the cry of the poor. May your hands be so blessed that every thing you touch is a sacrament to the force of creation. May your lips speak nothing but the truth with love. May your feet run to those who need you. And may your heart and mind be so opened, so set on fire, that your love changes everything – in the spirit of transforming love and radical welcome.

Michael Hazlett again requested monthly reports from Fellowship Council committees send all reports can be collated and forwarded the UUFG Office Administrator and UUFG Governing Board. Monthly committee reports will help apprise the Governing Board of the see types of activities and collaboration needed at the fellowship. Each committee reporting should share successes, needs and plans for the future.

As during the previous month, round table discussion covered a wide range of issues.

Michael Hazlett wished to encourage wider participation in Fellowship Council. Some additional recruitment of members to various committees included: Choir Participation; Communications (need chair); Facilities; Hospitality (need chair); Membership; Safety Committee; and Worship Team. Discussion about recruitment for members to be in committees varied. Michael volunteered the Board to encourage more participation. Discussion about getting new members involved without pushing them into leadership roles prematurely.

Michael Hazlett led a review of recent and upcoming Fellowship wide activities and encouraged participation in and contributions to the upcoming auction and rummage sale – January 27th and February 24th respectively. The UUFG Paddle Drill Team performed at the 1st annual Flying Pigs Parade held in Gainesville on December 30th. Toys for Tots were also collected at the Fellowship during the holiday season.

Beverly Sanders, for Choir and Music Program, reported that our current Pianist (Tane' DeKrey) has done an excellent job directing the choir. Kirsten Flamand has also stepped up to help with other music related duties during worship – filling in during the vacancy of the Music Director. Kirsten Flamand is continuing to seek members who have varying degrees of talent in singing or musical instrument proficiency. Beverly Sanders submitted the Charter revisions for the Chalice Choir Circle (11/2/2023 – found in Attachment A).

Regarding the Facilities Committee, Marilyn Roberts indicated that some projects were still being planned for the Spring. Some the activities such as Sparkel Saturday, while held on the 2nd Saturday of each month, require the recruitment of younger members. One project from December was the annual maintenance of the large mower owned by the Fellowship,

While there is no Hospitality Committee per se, there are a number of individuals that have volunteered to serve some of the roles of this committee. Recruitment of welcome and visitors table, greeters and coffee hour host have been generously done by Susan Christy. While Susan is not the Hospitality Chair, she still recommends that someone be recruited for that role. Elizabeth Farris, Lynn Jamieson, Marilyn Roberts have regularly helped with Sunday Coffee Hour Coordination. Marilyn Roberts also backs up Hazel Hazlett as Kitchen Steward.

The Membership Committee reported that a current effort to contact members is planned. Steve and Eliese Atlas have volunteered to contact UUFG members regarding their current needs and concerns. Mary Keith (Chair of the Membership Committee) indicated that future fundraising activities could offset some the needed dollars that supplement the membership recruitment efforts. Judith Kendall was thanked by the membership chair for her efforts in recruitment and orientation of new members.

Safety Committee Chair (Jonathan Coron) presented a summary of their activities. Jonathan clarified the definition of “those folks” as someone coming to a Fellowship function but that their behavior is out of the norm – drawing the attention of the Safety Team or Worship Associate. Other activities include reviewing materials from US Department of Homeland Security. Conflict Resolution Training needed for Safety Team members and monitors. The safety committee report (Jonathan) and worship (Liz) reports blended into a discussion about safely managing visitors with mental health issues while supporting and welcoming them and not allowing disruption of services. We recognize that we are not mental health professionals and must maintain boundaries about what we are able to do.

Social Justice Circle indicated a continuation in a number of areas. Thanks to our Foundation, we have 500\$ to spend on banned books. Paul Hargrave will assist with ordering. He will also catalogue the books, and make them available to check out and use for our planned winter activities. The children’s books we buy will go on a children’s book cart, and our Director of Religious Education (James Chase) will be in charge of the cart and checking out this collection. Other upcoming activities and efforts in social justice include: UUFG Volunteers at Grace Market Place on January 6th; Participation in Family Promise activities with Westminster Presbyterian Church; Support for the Palestinian-Gaza Cease Fire Resolution on January 9th; and UUFG participation in the Martin Luther King Parade on January 15th;

Carrying out weekly worship continues to be an ongoing effort by Liz Stuart and the Worship Team. Those attending Fellowship Council expressed their gratitude for Liz and others on the Worship Team for their significant efforts in the absence of a full-time pastor. Worship Chair Liz Stewart reported her relief and gratitude that many people have stepped up to help with leading or participating in services. The service schedule is filled into March.

Michael presented the time and talent survey and requested edits. Debra suggested there should be a separate basket for people to deposit their surveys as they leave the sanctuary. Several clarifications were made: Volunteering as a greeter falls under Membership; Serving as Ushers falls under Worship; and for Choir and Musical Talent, the form should specify the level of training they may require – such as musical instrument. I'd like to learn, I just fool around, I played in school, possible soloist? Vocal: I'd like to learn, large group singer, small group singer, possible soloist? Revisions will be completed by the end of January and then shared with the Stewardship Committee.

The next meeting of the Fellowship Council is scheduled for Tuesday, February 13th at 7:00 pm (via Zoom). An agenda and notifications will be forward in the first week of February for our next meeting. The Fellowship Council meeting closed at 8:25 pm with the extinguishing of the chalice and final reading. Submitted by Michael Hazlett, Governing Board Vice President and Fellowship Council Facilitator.

Attachment A

Chalice Choir Circle Approved: 05/15/2019 (revised 11/2/23)

1. Purpose of the Chalice Choir Circle

The Chalice Choir Circle collaborates with the Music Program staff to ensure a high-quality music program that enriches the Sunday services at UUFG and provides for the musical and spiritual growth of the participants.

2. Committee/Group members & Leadership:

Members include all interested members of the Chalice Choir. The choir circle is led by a chair selected by members.

3. Meetings:

Called as needed or desired. Usually, meetings are held either immediately before Thursday evening choir rehearsals or before the service on Sunday mornings. Meetings are open to choir members and music staff.

4. Responsibilities & duties

Support the music staff.

Represent the choir in communication with the minister and governing board. When appropriate, the consensus of the group will be communicated by the chalice choir chair or designated representative.

Facilitate communication between the choir members and music director

Assist the music director in maintaining the music program assets (sheet music, instruments, etc.).

In the absence of a music director, interact with the worship committee to enable continued participation of the choir and choir members in services.

5. Annual Budget:

N/A

6. Annual goals for 2023-24

In this year, we are unlikely to have paid staff performing the organizational duties of the director of music programming. The committee will endeavor to fill in the gap until a person can be hired.





Unitarian Universalist Fellowship of Gainesville

To: Governing Board
From: Cam Pierce
Date: January 19, 2024
RE: Monthly Congregational Admin Report to the Board

Membership Numbers

We currently have 151 members and 23 supporting friends on our rolls. Per Governing Board’s approval at its November meeting, we removed seven members for non-participation: Barbara Graeber, SueEllen Hunter, Grace Neagle, Berney Pellett, Deena Reyes, Jose Reyes, and Carol Shelley. We welcomed Abigail Wilson to membership. Last year at this time we reported 156 members and 19 supporting friends.

Sunday Service Attendance

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, November 2022 –

- Average in person attendance for three Sundays: 86
- Average YouTube visits: 83
- Total average participation for three Sundays: 171

Date	YouTube	In-Person Attendance	Total
11/06/2022	53	80	133
11/13/2022	127	94	221
11/20/2022	75	84	159
11/27/2022	76	unavailable	

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

Date	YouTube	In-Person Attendance	Total
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

Sundays, December 2022 –

- Average in person attendance for three Sundays: 65
- Average YouTube visits for two Sundays: 70
- Total average participation for four Sundays: not available
- On Christmas Eve, we had 74 people attending and 67 views on YouTube
- In early January, 2023, we had 233 YouTube subscribers

Date	YouTube	In-Person Attendance	Total
12/4/2022	77	Not available	
12/11/2022	Not streamed	85	
12/18/2022	58	81	139
12/25/2022	Not streamed	28	

Attendance for November & December

11/02/2023	Pickleball	K Flamand	3
11/02/2023	Choir Rehearsal	K Flamand	16
11/04/2023	Friends of the Courtyard	P Maloney	3
11/05/2023	HUUGG / Humanist Class	K Anderson	13
11/05/2023	Sunday Service - in person		74
11/05/2023	Sunday Service - online		61
11/05/2023	RE	J Chase	12k + 3a
11/05/2023	OWL Classes	J Chase	8k + 2a
11/06/2023	Care Team	J Wright	6
11/07/2023	Morning Meditation	P Turner	6
11/07/2023	Worship Team	L Stewart	11
11/08/2023	Young Adult Group	R Richter/K Hagan	
11/09/2023	Pickleball	K Flamand	3
11/09/2023	Choir Rehearsal	K Flamand	16
11/10/2023	TGIF Celebration	R Dinklage	20

11/11/2023	Buildings & Grounds Work Morning	M Roberts		3
11/12/2023	Sunday Service - in person			75
11/12/2023	Sunday Service - online			52
11/12/2023	RE	J Chase	15k + 3a	
11/12/2023	OWL Classes	J Chase	18k + 4a	
11/12/2023	Newcomers Orientation	J Kendall		5
11/12/2023	Postcard Writing	M Bahr		18
11/14/2023	Safety Team	J Coron		5
11/14/2023	Morning Meditation	P Turner		6
11/14/2023	Fellowship Council	M Hazlett		12
11/15/2023	Touchtones Discussion Group	D Neill-Mareci		6
11/16/2023	UUFG Men's Lunch Group	T Bullock		9
11/16/2023	Pickleball	K Flamand	cancelled	
11/16/2023	Choir Rehearsal	K Flamand		16
11/18/2023	UU Book Circle	M Soles		8
11/19/2023	HUUGG / Humanist Class	K Anderson		14
11/19/2023	Sunday Service - in person			89
11/19/2023	Sunday Service - online			51
11/19/2023	RE	J Chase	14k + 3a	
11/19/2023	OWL Classes	J Chase	17k + 4a	
11/19/2023	Social Justice Circle	M Bahr		9
11/20/2023	Finance Committee	J Wright		
11/21/2023	Morning Meditation	P Turner		7
11/22/2023	Young Adult Group	R Richter/K Hagan		
11/23/2023	Thanksgiving Dinner	J Lowenstein		
11/26/2023	Sunday Service - in person			50
11/26/2023	Sunday Service - online			70
11/26/2023	RE	J Chase	8k + 2a	
11/26/2023	OWL Classes	J Chase	cancelled	
11/27/2023	Governing Board	E Parish		17
11/28/2023	Morning Meditation	P Turner		7
11/30/2023	Pickleball	K Flamand		
11/30/2023	Choir Rehearsal	K Flamand		
12/01/2023	Parents Night Out	J Chase	13k + 3a	
12/03/2023	HUUGG / Humanist Class			13
12/03/2023	Sunday Service - in person			60
12/03/2023	Sunday Service - online			60
12/03/2023	RE	J Chase	3k + 3a	
12/03/2023	OWL Classes	J Chase	13k + 4a	
12/03/2023	Cookie Caper	M Bahr		40
12/04/2023	Care Team	J Wright		9
12/05/2023	Morning Meditation	P Turner		8
12/05/2023	Worship Team	L Stewart		12
12/07/2023	Pickleball	K Flamand		
12/07/2023	Choir Rehearsal	K Flamand		
12/08/2023	TGIF Celebration	R Dinklage	20+	
12/09/2023	Buildings & Grounds Work Morning	M Roberts		9
12/10/2023	CYREC	J Chase		

12/10/2023	Sunday Service - in person		76
12/10/2023	Sunday Service - online		68
12/10/2023	RE	J Chase	18k + 3a
12/10/2023	OWL Classes	J Chase	17k + 4a
12/10/2023	Suicide Awareness Presentation	J Wright	20
12/11/2023	Finance Committee	J Wright	8
12/12/2023	Morning Meditation	P Turner	7
12/12/2023	Safety Team	J Coron	6
12/13/2023	Young Adult Group	K Hagan	
12/14/2023	Men's Lunch Group	T Bullock	9
12/14/2023	Pickleball	K Flamand	
12/14/2023	Choir Rehearsal	K Flamand	
12/16/2023	UU Book Circle	M Soles	cancelled
12/17/2023	HUUGG / Humanist Class	K Anderson	18
12/17/2023	Sunday Service - in person		67
12/17/2023	Sunday Service - online		68
12/17/2023	Childcare	J Chase	11k+2a
12/17/2023	OWL Classes	J Chase	9k+2a
12/19/2023	Morning Meditation	P Turner	8
12/20/2023	Questors Touchstone Discussion Group	D Neill-Mareci	6
12/21/2023	Pickleball	K Flamand	
12/21/2023	Choir Rehearsal	K Flamand	
12/24/2023	Christmas Eve Service	L Stewart	79 adults
12/24/2023	Christmas Eve Service - online		111
12/25/2023	Christmas Day Service	M Anthony	10
12/26/2023	Morning Meditation	P Turner	7
12/27/2023	Young Adult Group	K Hagan	
12/31/2023	Fireside Sunday	J Chase	9
12/31/2023	Sunday Service - in person		65
12/31/2023	Sunday Service - online		42

UUFG Office Notes

Rentals

Our main two renters are Gainesville Bridge Club and Joy of the Lord Outreach Ministries. JOLM have used our Fellowship Hall on Sunday afternoons and occasionally two classrooms on Wednesday evenings for bible study. They also hold special Saturday night services from time to time. In December and January, our rentals also included Vets for Peace (a partially sponsored event) and Life Line Screening.

Mailings & Communications

I continue to send the link to monthly Touchstone Journals via MailChimp with some hard copies mailed to a few members who requested that service. Also as usual, I sent out anniversary letters to all members who have joined the Fellowship in any given month as well as creating weekly Gazettes and Chalice Connections.

Directory

In December, with editorial assistance from Judith Kendall and encouragement from Mary Keith, I produced and mailed our annual Directory to members and friends. Many thanks to James Chase and Debra Neill-Mareci for providing new pictures for members and staff.

Finance

In addition to reconciling our bank accounts and helping prepare our monthly treasurer's reports, I attended Finance Committee meetings in November, December and January. We've created a new PayPal charity business account that incorporates a Venmo business account so that we may begin using alternate methods of payment that some (younger) members and visitors may find convenient; however, we need to better integrate these formats into our donations culture. I am consulting with members of the Finance Committee to assist with creating a proposed budget for the upcoming fiscal year.

I am working with Mignon Craig, our bookkeeper, to meet new IRS requirements for online W2 postings and 941 payments. To this end, I've set up several new online accounts with the government.

I completed our annual workman's comp insurance audit for Liberty Mutual.

Finally, to assist with the Auction, I have set up a new Stripe.com account for online payments.

Bookkeeper Position

We still need to find a replacement for Mignon. While Mignon is happy to continue, and keeping her as our bookkeeper through the end of 2023 made sense, she is ready to step aside when we find a new bookkeeper. She will stay on for a few weeks to help train any new hire on our Church Windows software.

Website and Technology

I updated our website to reflect the various changes we have experienced over the past month and continue to help schedule Zoom meetings for several groups.

Safety Committee

I attended the December and January Safety Team meeting, chaired by Jonathan Coron. A main topic of consideration was the evolving situation, first with a homeless couple and then with the homeless wife after the husband left ultimately for drug treatment. We're also continuing to research options for video surveillance capabilities.

Membership

As mentioned above, we removed a number of individuals from membership. While the number is significant, we recognize that we have not “culled” members for inactivity since before the pandemic.

Front Sign

I have been changing messages on the front sign to reflect upcoming service titles or speakers.

Facilities

We made it through several storms these past two months without significant damage. Thanks to Tim Christy for taking down a large branch that was hung up by a tree off the south side of our parking circle. We did call a locksmith to work on a front door that has been malfunctioning and a plumber to fix a leaking outdoor water cooler. We also successfully completed a quarterly fire inspection.

UUFG Governing Board Meeting Minutes

November 27, 2023. 6:30pm – 8:30pm

Board members present: Rev. Dr. Tracie Barrett, Leah Cobb Lee, Mike Hazlett, Mary Anthony Erin Parish, Norden Lucke, Tim Christy, Tom Mareci

Congregation members present: David Willkomm, Stuart Alan, Michael Bass, Liz Stewart, Judith Kendall, Susan Christy, Jim Wright, Jeanne Gossman, Jonathan Coron

1. Gathering and meeting prep

- a. Welcome, Leah called meeting to order at 6:32pm. There is a quorum.
- b. Chalice lighting, Leah did reading.
- c. All board members read board covenant. *Inspired by our Unitarian Universalist 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: Mike is time keeper, Erin will write gratitudes, agenda is confirmed. Jonathan Coron external observer.

2. Congregational input:

Jonathan: after service 2 Sundays ago, spoke with Rabbi Michael Joseph about safety issues he is interested in seeing our protocol, Rabbi Joseph said they had just started to think about safety, Jonathan will get with them on that. Susan Christy, auction theme is “Here Comes The Sun”, that will be the theme each year so we can have same decorations, had meeting last nite, admission will be \$5.00, we wanted it to be lower to include more people, adult only will have childcare, there will be no donated items at this time, there will be donated events, gift cards, etc, Bev Giordano is publicity and decorations lead. Will start tabling this Sunday, will be asking businesses to donate gift cards. Susan asked Tom Mareci to be Board liaison for auction and he said yes. David Willkomm got email from member for digital security training concerned is a scam, sent an email, it is real.

3. Consent Agenda:

- a. Treasurer’s Report October 2023 (Att 1)
- b. Admin Report October 2023 (Att 2)
 - i. Admin didn’t have a report.
- c. Religious Education Report October 2023 (Att 3). Fundraising and OWL training.

d. Fellowship Council Report November 2023 (Att 4) Mike, 12 individuals at last meeting, without Liz and her efforts we would be reading from Touchstones for services, Susan Christy has been keeping welcome table and coffee hour staffed, Tane doing good job, Kirsten has stepped up, Judith doing great in membership and we should have new members, safety committee working hard, we will be better able to judge finances in Jan due to those who give at end of year. Since we don't have Program Council perhaps we can change Fellowship Council charter to incorporate what Program Council used to do. Safety committee has received 13 or more requests for our Emergency Operations Plan (EOP). Redacted version already sent out by Cam. Leah, talking about that later.

e. Board Meeting Minutes October 2023 (Att 5) No issues

Leah **MOTION** to approve the Consent Agenda , Mike seconds, unanimously **APPROVED**

4. Discussion, Action Items, Visioning

a. Foundation Grant Review (Att 6) – Leah Cobb Lee: Leah, have concern about Ring cameras, are recordings going to be saved on site or off site? If police want it Ring will hand it over. Worried about marginalized people being recorded, transgendered people or their parents. Jonathan think Leah's concerns are good didn't think to ask about recording aspect. Will have to get back to you. Tim, had not thought about that either. Tim there are other options where you can keep recording onsite. Jeanne, let board determine how recording is used, leave money on table for 6 months and start subcommittee. Jonathan, in favor of waiting on purchase of cameras, I have to do some homework. Leah, would you prefer Safety Committee do the work or have a separate subcommittee. Tom, are you thinking of not having a doorbell at all. Jonathan, spoke with Cam he is by himself most of the day and the doorbell has a mic and Cam could talk to the person. Mary, feel strongly we do need cameras because of vandalism and hate crimes because we do need to protect our members and visitors but I agree with Leah's concerns. Tom, might want to consider mic with no cameras. Jonathan, wanted to give Cam as much safety related protection as we could, felt cameras , would do this. Signage could be posted, smile you are being recorded, even if we don't get cameras. How do we want visitors and members to feel about seeing the signs. Norden, hadn't thought

about concerns you had but we do need to protect marginalized people. Leah, hearing on board with cameras but with local storage device. Leah, **MOTION** to affirm the Foundation grant from the UUG Security Team for the camera and doorbell system with signs pending research of local offsite or onsite storage. Tom seconded. **PASSED** unanimously. Jeanne, approved \$600 does not include signage. Will have an email vote once get info.

- b. Article II Workshop – Erin Parish: Erin, verified with David Willkomm sessions would be on Sundays 12:30PM – 2PM, 1ST session give overview of 7 principles and Article II revision with short videos for each, 2nd session would be listening circles. 3rd and final session attendees could state what they have learned and there would be resources for self study. Leah, where did you find the videos? Erin, a sermon about Article II. David, Susan McWethy from Atlanta put together a presentation. Leah, a few years ago the Board had training to facilitate listening circles, there should be 5 or 6 people in them and a facilitator for each. Leah, James has some material about Article II that could be done in Adult Religious Education. Erin, OK I will get with them and see if we can coordinate.
- c. OWL (Our Whole Lives) Facilitator Training (Att 7) – Leah Cobb Lee: Leah, James wants to expand OWL program, they would like to have facilitators for all levels and would like to offer UUG for training, biggest issue is it is a 3 day training. Tim, when would this be? Leah, summer. Tom, we can do it, I went to one in Chicago, and people stayed for Sunday service. Mary, we did this about 11 yrs ago. Rev Dr Tracie, you would get a lot of people if you had one here because it's hard to get to trainings. Mike, I agree there is a need , I would like my granddaughter to go thru it. Jonathan, I would be interested in teaching high schoolers, only concern is that if and when open up to other organizations may have safety issues we need to address. Liz, worship supports this endeavor , if we could do service that incorporate people that do training that would be great. Mary, OWL is joint program between UCC and UUG. Leah, **MOTION** Start planning OWL facilitator training for the summer. Mary seconds. **MOTION PASSES** unanimously.
- d. Not on agenda but added later: Mary Keith, Judith Kendall and Cam identified five members who have not participated in Fellowship activities or financially supported UUG for several years. Several

weeks ago, Cam sent letters to these individuals asking them to notify him by Wednesday, November 29 if they would like to remain on our rolls. None of them have replied. Following policy GOV-4, it is recommended removing these individuals from membership: Barbara Graeber, Berney Pellett, Carol Shelley, Grace Neagle, SueEllen Hunter. By policy the Board must officially approve such removals from membership. We as a Board had an email vote since this request came after the November meeting and next meeting us in January. E- **vote was unanimous to APPROVE the removal of aforementioned individuals from the membership rolls** so that membership directory can be accurate.

5. Management and Facilities:

- a. Solar Project Updates – Tim Christy: Tim, we will probably have \$70,000 by end of next week, that does not include the federal tax credit, would like to get it wrapped up soon, will start sending out emails to people. Alice Gridley put out a feeler to everybody with an electric car and they didn't want to charge at church so taking that off the table for now, spending another \$4,000 - \$5,000 didn't seem worth it right now, vendor did say they may be able to work with us on the 30% tax credit. Mary, who is responsible for forms for tax credit? Tim, final IRS regulations state after installation is done then we can apply for tax credit. Mary, who will be responsible for that? Tim, if no one steps up I will do it, this could change with election. Tim, Leah and I will be writing thank you notes, Leah you will need to sign.
- b. Sharing EOP (Emergency Operations Plan) with UUA – Leah Cobb Lee: Leah, we already shared redacted version with UUA congregations, do we want to share with UUA and other congregations outside UUA?, info specific to UUFG won't be in redacted version. Jonathan, if there is someone who really wants to get in, they will, we can't plan for everything, we can plan for some things. Norden, if we thought of everything we wouldn't have church at all.. Leah, if we share with UUA it will be on their website, is it ok with Safety Committee to meet with other congregations? David Willkomm, a lot of congregations are just thinking about safety measures, I think we can help others. Leah **MOTION** to share Emergency Operations Plan with UUA and other congregations in Gainesville. Norden seconds. **MOTION PASSES** unanimously.

Jonathan, should UUA make the decision of sharing to non UUA churches not in Gainesville? Leah, keep as is, Cam will get requests and send to Safety Committee.

c. Rental waiver for Jewish Voices for Peace (Att 8) – Leah Cobb Lee – Leah, Possible rental, Jewish Voices for Peace qualify for reduced rental fee, James has asked that we waive rental fee, they want to rent sanctuary from 12:30 to 2pm on Sundays, Cam says there might be a conflict with other rental at 2:30pm. Norden, how often do they meet? Rev Dr Tracie, once a month. Mary, why aren't they meeting in a synagogue? Rev Dr Tracie, because they are calling for a cease fire and they are banned at some places. Leah, fits in with our values, I don't want to vote no. Tim, I don't see any monetary cost, we will be in the building also. Tom, we charge Vets for Peace but they use it for a fundraiser. Rev Dr Tracie, there is always a possibility of them taking a love offering. Mary, sometimes I don't leave til 1pm, how are we going to hand off from one rental to next? Leah, we don't have to have someone from UUFG at each rental. Tom, they are requesting an hour and a half. Mary, James says 12:30 to 2pm would allow people from our congregation to participate. Tom, go with it and ask them to work on their timing. Mike, maybe 12:45pm to 2pm. Tim, aren't most people out by 12:30pm? Mary, Social Hall people would still be there. Tom, I think 12:30 to 2pm would work. Jonathan, from a Safety Team standpoint, given the anti-semitism and anti-liberalism currently present more safety challenges might be brought to our facility and more discussion might be warranted, it would be good to get Safety Team involved with being present especially with how this event is being publicized. Leah, if we do this I will send them to Safety Team. Leah **MOTION** to approve Jewish Voices for Peace to use sanctuary with out fee. **6 ayes, 1 abstention. MOTION PASSES** with 6 ayes.

d. UUFG Road Sign – Erin Parish: Mike, during Fellowship Council Mary Keith said we should project our values other said it would be risky. Leah, Mike this is for the road sign not banner signs. Erin, Mary Keith proposes using a new “We Believe” each month from the UUA children's program Tapestry of Faith, basically the children's version of the 7 principles. She spoke with Cam and he suggested shortening the phrase to fit on sign, for instance, “Treat people fairly and kindly” instead of “We believe each and every person is

important". Mary Keith did say her goal is to gain trust of the Board so she can make changes without prior approval. All the Board agreed that was not acceptable. Mary, suggest Mary Keith give Board 2 months at a time to approve. Erin **MOTION** that Mary Keith give Board wording for road sign 2 months in advance for Board to approve. Tim seconds. **PASSES** unanimously.

6. Leadership and Governance

- a. Updated 10-year Finance History – Mary Anthony: Mary, average pledge per member has doubled, but members have decreased, to have a settled minister pledge income would have to be \$280,000 every year and we haven't been doing that, would feel better with \$300,000, that's what I would tell the congregation. Tom, what percentage of pledges were fulfilled? Jim Wright, this year expect to receive \$ 263,000 based on median of \$ 262,000. Mike, if some of our large donors were to leave you would see a significant decline in income. Mary, more concerned in death than disassociation. Mike some of the pledges are \$10,000 to \$15,000 per year. Tom, to bring stability to our program we should work on building an endowment for the congregation itself. Tim, we have money in the bank right? Mary, \$102,000 at the end of October. Jim Wright, some of it is in consolidated funds. Mary, we don't have an investment account for an endowment. Tim, the church where I came from had one and had a plaque on the wall that people were going to bequeath the church in their will. Judith, when the Foundation was established the money in it would not be used for operating fund, I think it's time to rethink the Foundation, the Board has control over what happens to the Foundation, maybe have another look at that, perhaps it could help to supplement UUFG, purpose of Foundation is to support liberal religion in North Central Florida and UUFG certainly does that. Tim, if we go without a minister we will have a chunk of money. A certain percentage of Foundation could go to operation fund. Leah, **MOTION** to move this topic to January meeting. Mary second. **PASSES** unanimously. Mary would be foolish for minister to take job if they think they could not be paid down the line.
- b. Sharing Items with Fellowship Council – Leah Cobb Lee
 - i. Ad hoc fundraising requests: Leah, Fellowship Council forwarded.

ii. Member created UUism word search: Leah, Word search from Jonathan Coron forwarded to Fellowship Council.

7. Wrap up

- a. Emerging Concerns: Tom, here's letter Susan Christy wants to send out to businesses for auction donations. Tom, **MOTION** to have Susan Christy capitalize NW and change church to congregation. Mary seconds, **PASSES** unanimously. Tom, there was a safety issue at service at 11/26 service, the worship associate fell, the planter was in a bad place, it has been moved. Leah, Peggy Maloney and Bev Giordano quit Personnel Committee today, I just found out, it wasn't a good fit. Mary, if we are going to have a minister we need to form a search team. Tim, I don't think we have enough money. Mary, there is \$34,000 in interim minister fund. Mike, Leah do you want to start identifying people for Board liaisons? Tim, first question is are we going to do this? Mike, we do have the files from last search. Leah, I guess we can start identifying people, I would hate to put a team together and then not have the money, we're not guaranteed to have the money for 3 years. Tim, have Finance tell us if they think we will have the money to do this, do you think we should go ahead and do it? Mary, I think that is putting a lot on the Finance committee and the Board should make that decision. Tom, \$300,000 would guarantee an interim minister? Mary, yes, half our budget is for the minister. Tom, at this point we do not have enough pledges to support that. Judith, as a person who raised money for the interim fund, we weren't done raising money, every year we go without a minister we will lose people, there will be burn out. Rev Dr Tracie, interim minister is for 2 years, it's important to show minister you have money to support them, I don't think it is a bad idea to put together a packet and let congregation know what is needed to get a minister, transition office is open to new ways of doing things, see if transitions office would be open to a full time ministerial position but being half time at 2 different congregations, be open and honest with the congregation. Leah **MOTION** to form search committee for interim minister, Tom seconds. **PASSES** unanimously. Mary, stewardship campaign. Leah, is LCD coming up with ideas for people? Judith, have commitment from someone to be spokesperson, needs to be kicked

off after 1st of year, culmination in February, I think we have to have at least 1 town hall meeting about finance.

- b. Calendaring and Action Items: Leah, we will have to have an email vote on road sign wording once Mary Keith sends what she wants on sign.
- c. Gratitude notes: Liz for outstanding job with Worship, Susan Christy as wrangler and roper for welcome table and after service goodies and kitchen staffing, Judith work in membership (Judith just wanted to be thanked at the meeting)
- d. Board process: Jonathan Coron external observer, you did go overtime, but it was the best Board meeting I've been to.

8. Adjourned 8:52

Next meeting January 22, 2024

RECOMMENDATION TO THE UUFG BOARD
UUFG FINANCE COMMITTEE
January 17, 2024

At its January meeting, the UUFG Finance Committee unanimously voted to recommend to the Board a raise for our Congregational Administrator – Cam Pierce. The recommended raise was discussed and proposed after a meeting between a member of the Finance Committee and a member of the UUFG Personnel Committee.

It is our view that Cam deserves a raise due to his exemplary, and long-term, service to the Fellowship, especially during this time of transition when we have been without a resident minister. It is also our view that, other than a cost-of-living increase, Cam has not had a raise for many years.

We reviewed the UUA guidelines on staff salaries and determined that Cam's position fits into the salary category called "Manager." We looked at the recommended salary ranges for a congregation of our size and location. We looked at the recommendations for 2023-2024. The ranges vary from a minimum 90% figure to a maximum 114% figure that can be used under "special circumstances."

We feel that Cam's situation falls under "special circumstances" due to the increased workload and responsibility he has had during this transition period, and also due to the long tenure he has had with us and the institutional memory and experience he has developed over those years.

Cam is currently compensated for 32 hours per week and his annual salary is \$41,215. He also receives an annual pension payment of 10% of his salary (\$4,121). The recommended raise would take his annual salary to \$43,280, which represents a 5% increase. His pension payment would be increased to \$4,328.

We recommend that this raise be made retroactive to the beginning of this fiscal year (July 1, 2023). The retroactive portion of the raise can be paid in a lump sum in both salary and pension payment. The raise would then continue monthly for the duration of this FY.

Respectfully Submitted,

Jim Wright, Chair

CHARTER

Leadership Development Committee Approved: *by the LDC October 25, 2023*

1. Purpose of the Leadership Development Committee:

The Leadership Development Committee (LDC) organizes and facilitates growth and development opportunities and events for Fellowship's leaders. It also identifies, evaluates, and nominates Fellowship members for elected positions.

2. Committee/Group Members & Leadership:

Members of this committee are elected by the Fellowship. In the case of a vacancy between elections, interim members may be appointed by the board, as per the UUFG bylaws.

3. Meetings:

The committee meets approximately once a month in closed meetings.

4. Responsibilities

There are two main categories of responsibilities for the LDC.

1. We recruit and nominate members for elected positions at the Fellowship. In particular, this includes four officers (President, Vice President/President-Elect, Secretary, and Treasurer) and three Board trustee positions. We also nominate members for election to the LDC.

In the case of a vacancy on the Board or the LDC, we work in cooperation with the President to identify and recruit candidates for open positions.

2. We offer workshops, trainings, retreats and other programs to assist current and future leaders at UUFG. These programs may vary from year to year according to the needs of the congregation and the resources available. We also work to recruit current and future leaders for other leadership development opportunities offered by our denomination.

In all our activities, we work in consultation with the minister and the President of the Board.

5. Annual Budget:

The committee is provided with an annual budget by UUFG. In addition, it may disburse funds from the Paul Bird Leadership Development Fund for purposes consistent with the goals of the LDC.

6. Annual goals for 2023-24

- Present a slate of candidates for open officer and board trustee positions for election at the annual meeting.
- Recruit two additional members for the Leadership Development Committee.
- Conduct a retreat for the Board in Fall 2023.
- Design additional programs for recruitment of future leaders.

MEMORANDUM

TO: UUFG Foundation Directors
FROM: UUFG Leadership Development Committee
DATE:
SUBJECT: Rollover of 2003 LDC Funds

The LDC Requests rollover of unspent Paul Bird Leadership Development Funds (\$3,619) from 2023 to 2024, as well as allocation of the \$1,000 funding for 2024. Below is the plan for expenditure of those funds (\$4,619.40) in 2024.

**Leadership Training Plan
Utilizing Paul Bird Leadership Development Funds from the UUFG Foundation**

1. Local Leadership Training Workshop—Approximately 20 participants—funds will be used for materials and refreshments. Approximately \$200.
2. Board Retreat Training—funds will be used for trainer honorarium, off-site location rental, and lunch. Eight participants. Approximate cost: \$259
3. UUA General Assembly—2024 GA will be remote. The LDC will encourage participation by UUFG members. Funds will be used for registration @ \$280 (early registration). We will fund up to 17 participants, with priority given to delegates. Cost: approximately \$4,760.
4. Total projected costs: \$5,219
5. LDC Budgeted Funds: \$600
6. Requested Funds from Paul Bird Leadership Development Fund: \$4,619



APF

AMPLIFYING
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Figures used to generate the
2025 Annual Program Fund (APF) **ANTICIPATED** Request
UU Fellowship of Gainesville in Gainesville, FL (#2921)

Data used to formulate the 2025 Anticipated Ask of: \$17,078

2024 Reported Expenditures, certified in 02/2023 (actual): **\$269,281***
2024 Reported Membership, certified in 02/2023: **155**
Geo Index Code: **2**
Spending per member (expense ratio): **\$1,737**
Adjusted Expenditures (if qualified): **\$269,281**
Reason for Adjustment (if qualified): **No Adjustment**
Was a Collar applied: **Yes**
Current Request APF FY2024: **\$15,525**

Details on how congregations qualify for reductions to Reported Expenditures are below:

The APF Formula can reduce expenditures using one of two factors (if both factors apply, whichever reduces the expenditures by MORE is utilized). Once the expenditures are adjusted, the formula calculates 6.75% of the revised figure. Your final request may also then be collared if the increase or decrease exceeds 10%.

APF requests are subject to a **10% collar**, which means no congregation will see an increase or decrease of more than 10% of the request from the prior fiscal year.

The 2025 anticipated ask for your congregation DOES incorporate the collar.

The Geo Index Code Adjustment:

Geo Index Code	Impact on reported expenditures
Geo Index Codes 1-3	No adjustment is made
Geo Index Code 4	Expenditures reduced by 6%
Geo Index Code 5	Expenditures reduced by 12%
Geo Index Code 6	Expenditures reduced by 18%
Geo Index Code 7	Expenditures reduced by 24%

The High Expense Ratio Adjustment:

Your Congregation is NOT considered a High Expense Ratio Congregation. Please see below

For congregations in the 80th percentile of spending per member (this year, that is \$2,156/member), expenditures are revised to Reported Membership x \$2,156. The congregation is then asked to contribute 6.75% of the adjusted expenditures.

*Please note: this is your congregation's **Anticipated Ask** figure. If there are issues with the figures reported by your congregation during the **2023** Annual Certification Cycle, please email apf@uua.org with your congregation's **ID 2921**, and we will work with you to update your records. We ask that you let us know before **3/01/2024**, so that your Annual Program Fund Pledge request reflects the correct figures.*

Thank you again for your leadership, and for helping your members to understand the significance of your congregational commitment to the Annual Program Fund. Please do contact us for support in this conversation, to ask questions about the Annual Program Fund, or to share your story of generosity.

Important dates:

Fiscal Year 2024 (July 1, 2023 – June 30, 2024)

Fiscal Year 2025 (July 1, 2024 – June 30, 2025)

FREQUENTLY ASKED QUESTIONS

What is the Annual Program Fund?

We are congregations in covenant. Member congregations of the Unitarian Universalist Association promise one another their mutual trust and support. The Annual Program Fund (APF) is the vehicle for that support. APF is the largest source of income for our UUA. Your support makes all work done by our Association possible. Please visit www.uua.org/amplify for more information.

Is this the same thing as our “Fair Share”?

Yes, but we have moved away from "fair share" and "dues" language to help clarify that that the Annual Program Fund is the vehicle through which we *honor the covenant between and among us* as member congregations in the Association.

Why is this called an Anticipated Ask?

We send out these figures to help with your budgeting process. This early communication also allows time for adjustments to be made if you discover issues. Pledge forms will be sent to congregations in March.

Where did these numbers come from?

The figures used to calculate your **2025** Ask were reported to the UUA by February 1, 2023, during the annual certification process. (If your congregation did not report figures, we used the most recently available.) Congregations are asked to certify with the Association annually, per the bylaws. This year's annual certification closes February 1, 2024. For information about the certification process, please visit www.uua.org/ga/congregations/cong-certification

What are Operating Expenditures?

Each year during certification we ask congregations to report their total expenditures as well as the total amount of capital expenses, and the total amount of APF contributions. We subtract the reported capital expenditures and the reported APF contributions from the total expenditures to arrive at the certified operating expenditures.

We reported lower expenditures for the past 2 years. Why is our requested contribution amount higher?

The APF formula (revised nationally in 2021) asks congregations to contribute 6.75% of certified operating expenditures as reported in the prior fiscal year. Congregations seeing a dramatic increase in their request (as they are moving to the full 6.75% from a lower percentage) will find that we *cap that increase* at 10% a year, to make your transition easier. This means that your congregation is still being asked to contribute less than 6.75%, and you can expect to see your request go up until you reach 6.75% of operating expenditures.

These numbers do not look right, can we change them?

If you notice that the figures reported to the UUA during certification were not accurate, please email us at apf@uua.org, and we will work with you to correct the reported figures.

Contact us!

We are available anytime to help you learn more about the Annual Program Fund! apf@uua.org

On behalf of all congregations across our Association that your generosity benefits, thank you for your support of the Unitarian Universalist Association through the Annual Program Fund.

We are congregations in covenant.