

**Unitarian Universalist Fellowship of Bay County**  
**Board Minutes**



February 16, 2017

Present members:  
 Cheryl Kellogg, President  
 Chris May, Vice President  
 Helen Johnson, Secretary  
 Janet Cross, At Large Member  
 Bob Nixon At Large Member  
 Guest: Fred Beauchemin  
 Absent member(s): Chris Dixon, Treasurer

<b>Agenda Item</b>	<b>Presented By</b>	<b>Comment/Action</b>
Invocation	Cheryl Kellogg	Lighting Chalice
Call to order & Spiritual Centering	Cheryl Kellogg	Cheryl read a quote that reminded the board that we are doing the work of the congregation.
Secretary's Report	Helen Johnson	Chris May motion to accept the January Minutes; Janet seconded the motion. Motion passed unanimously.
Treasurer's Report	Cheryl Kellogg	The board raised concern and discussed this month's analysis of the budget. We are ¾ way through the fiscal year and have only collected 62% of our budget. Cheryl would like our next meeting to be on a Sunday after service to discuss these concerns directly with Chris Dixon whose military appointment prevents him from attending weeknight meetings. The board agreed. Janet motion to accept the January Treasurer Report, Helen seconded the motion. Motion passed unanimously.
Fundraising		No report available.
Stewardship Campaign and Pledge Drive	Cheryl Kellogg	The concerns of the Treasurer Report influenced this discussion. Chris May, as Service Leader, delivered a brief message of generous giving to the congregation last Sunday. It was agreed that this message needs to be given throughout the year to encourage the congregation to give. Tactics were discussed that might help connect congregants to the need to financially support the UUFBC plate, fundraising projects and spring Pledge Drive. Cheryl would like a pie chart of our current budget made available to the congregation. The board is to review the Strategic Plan to identify the monetary needs

		<p>the UUFBC will face in the upcoming fiscal year and how this will effect the development of the budget for Fiscal Year 2018. This includes the need to re-roof the building. Helen will work on developing a web site slide campaign encouraging giving at all levels.</p>
<p>Leadership Development Committee</p>	<p>Fred Beauchemin</p>	<p>Fred first reviewed the strengths and weaknesses of leader development over the last two years. He reminded the board of the role and purpose of the Leadership Development Committee and that he is currently the only member on the committee.</p> <p>Cheryl read from our By Laws that committee members must be voted in at a Congregational Meeting. There is no accommodation in the By Laws about filling vacant position. The committee has three members who serve one-year terms and whose terms are staggered by one year apart. The board urged a revision of the By Laws at the next Congregational meeting to include that if a vacancy occurs the Leadership Development committee will nominate a replacement to serve the remaining term of a member stepping down. Helen will work with Fred to craft language for this purpose to be voted on at the next Congregational Meeting and added to the By Laws if passed.</p> <p>Fred then covered the committee’s responsibility of developing and mentoring potential leaders using the At Large position on the board as a stepping-stone into leadership. We will have four board vacancies this term, President, Vice President, Treasurer and one At Large position. In addition to the open board positions there are the two open positions on the Leadership Development Committee. All six must be voted on during a Congregation Meeting. Cheryl is considering calling for a Congregation Meeting in April to inform the UUFBC community that we are at a serious moment regarding the future viability of the UUFBC and that the support of the congregation is essential to its survival.</p> <p>Fred was thanked by the board for his continued support and efforts on behalf of the UUFBC as chair and sole member on the Leadership Development Committee.</p>

Mountain Camp and General Assembly	Cheryl	<p>UUA Mountain Religious Education Week is July 9-14, 2017. The board discussed sending our Religious Education Coordinator, Gienah Harris to this camp. Janet motioned that the UUFBC underwrite the travel expenses for the RE Coordinator to attend the workshop from the Training/Seminar fund line; Chris May seconded. Motion passed, Helen abstained.</p> <p>General Assembly will be in New Orleans, June 21-25, 2017. There will be some money on the Training/Seminar and Travel/Accommodation line in the budget to provide some support for members who might want to attend. Bob Nixon expressed interest. Cheryl suggested this opportunity be announced during Sunday service as well.</p>
Sunday Progaming Worship Committee	Cheryl Kellogg	<p>The meeting was well attended. Chris May will develop a long-range calendar of guest minister speakers. There was some discussion about the UUFBC's policy regarding payment to guest speakers. The UUFBC policy is to not pay members who speak at Sunday Service. We have recently paid a "UUFBC Friend" and the question was raised if that was allowable. Ken Sizemore will be consulted as to role of Friends speaking and payment.</p>
Religious Education Building Dedication	Cheryl Kellogg	<p>This may be deferred from March 5<sup>th</sup> to another day.</p>
Faith Development	Chris May Janet Cross	<p>No report available.</p>
Social Justice		<p>Report attached.</p>
Religious Education		<p>Report attached.</p>
Building & Grounds		<p>No report available.</p>
New Business	Helen Johnson Bob Nixon	<p>Helen raised concern over deleting Facebook messages that are not in agreement with UUFBC principles. Cheryl assured the board that our Facebook page is fairly monitored by Nancy Schlagheck, who manages the page and only postings of a most egregious kind will be deleted.</p> <p>Bob mentioned that the Social Justice Committee is frustrated in getting their messages out digitally. Helen asked that the content have the "who, what, where, when, and why" theme used in journalism. The SJ Committee must develop the content in ready print format and then submit it to <a href="mailto:info@uuofbaycounty.com">info@uuofbaycounty.com</a>.</p> <p>On behalf of the Social Justice Committee, Bob asked what the UUFBC position is on the newly formed Bay County Indivisible (BCI) organization. The board recognizes the social justice position of this organization and Chris May will look into UUA information about what kind of role we are allowed to take. Currently we offer our facility for rental proposes to them.</p>

		The size of the BCI meetings may require that they look elsewhere for accommodations. The UUFBC can accommodate 80 individuals inside. We discussed opening the meeting to the outside porch and grounds, using outdoor speakers. The UUFBC does not have outdoor speakers (they are on the wish list). If the BCI wants to enable a larger attendance using our outside area, they will need to provide their own speakers at this time. Helen also brought up crowd safety issues.
<b>Next Meeting</b>		<b>SUNDAY, March 19<sup>th</sup>, Noon</b>
Meeting Adjourned	Cheryl Kellogg	8:45 p.m.

# Unitarian Universalist Fellowship of Bay County Treasurer Report

2/15/2017

## 2-15-2017 Fiscal Year 2016-2017

	Budgeted Amt	Current Total	Difference
<b>INCOME</b>			
Pledges	\$53,580.00	\$36,943.71	(\$16,636.29)
Plate	\$9,000.00	\$4,359.69	(\$4,640.31)
Fundraising	\$5,500.00	\$669.00	(\$4,831.00)
Rentals	\$650.00	\$535.00	(\$115.00)
Miscellaneous	\$500.00	\$650.25	\$150.25
			\$0.00
<b>TOTAL INCOME</b>	<b>\$69,230.00</b>	<b>\$43,157.65</b>	<b>(\$26,072.35)</b>

<b>EXPENSES</b>			
<b>HUMAN RESOURCES</b>			
Speakers	\$10,082.00	(\$4,243.00)	5,839.00
Music	\$4,650.00	(\$3,135.00)	1,515.00
R.E. Coordinator	\$15,600.00	(\$10,350.00)	5,250.00
HR Accounting	\$600.00	(\$75.00)	525.00
Training/Seminars	\$2,100.00	\$0.00	2,100.00
Travel/Accommodations	\$2,100.00	\$0.00	2,100.00
Pastoral Care	\$2,000.00	(\$97.00)	1,903.00
Community Fellowship	\$500.00	\$0.00	500.00
Child Care	\$1,200.00	(\$63.00)	1,137.00
Minister Fund	\$1,000.00	\$0.00	1,000.00
<b>TOTAL</b>	<b>\$39,832.00</b>	<b>(\$17,963.00)</b>	<b>21,869.00</b>

<b>OPERATIONS</b>			
Publicity	\$1,200.00	(\$202.26)	997.74
Website Hosting	\$300.00	(\$209.85)	90.15
Internet/Phone	\$1,316.00	(\$543.03)	772.97
R.E. Supplies	\$800.00	(\$372.48)	427.52
Insurance	\$4,500.00	(\$4,544.31)	(44.31)
Mortgage	\$3,145.00	(\$2,202.13)	942.87
Electricity	\$3,000.00	(\$1,294.55)	1,705.45
Grounds	\$800.00	(\$564.91)	235.09
Facilities	\$1,000.00	(\$279.41)	720.59
Supplies/Materials	\$750.00	(\$362.33)	387.67
Housekeeping Supplies/Services	\$2,000.00	(\$450.00)	1,550.00
Sanitation	\$3,000.00	(\$1,952.57)	1,047.43
UUA Dues	\$4,087.00	(\$4,087.00)	0.00
Reserve Fund/Capital Fund	\$0.00	\$0.00	0.00
Miscellaneous Expenses	\$1,000.00	(\$156.32)	843.68
<b>TOTAL</b>	<b>\$26,898.00</b>	<b>(\$17,221.15)</b>	<b>9,676.85</b>

<b>COMMITTEES</b>			
Social Justice	\$1,500.00	(\$170.20)	1,329.80
Leadership Development	\$1,000.00	(\$100.20)	899.80
<b>TOTAL</b>	<b>\$2,500.00</b>	<b>(\$270.40)</b>	<b>\$2,229.60</b>

<b>TOTAL EXPENSES</b>	<b>\$69,230.00</b>	<b>(\$35,454.55)</b>	<b>\$33,775.45</b>
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CHECKING ACCOUNT: \$20,251.72

(includes apprx \$400 remaining for RE building fund, \$ is for Kids Mountain Camp Fund, \$1500 anonymous wish list donation and \$2000 ear-marked for Raymond James capital fund)-

MINISTER FUND: \$14,346.41

CERT OF DEPOSIT: \$9,115.95

ENDOWMENT SAVINGS: \$1854.75

RAYMOND JAMES---TOTAL (as of 30 NOV 2016) \$42,608.99

Endowment Fund: \$10,265.61

Capitol Fund: \$3374.18

We are 75% of the way through our fiscal year, time-wise.

We have collected 62% of our TOTAL budgeted income, a little behind. We have collected 69% of our pledges.

We have only spent 51% of our total budget, which is good.

#### ADDITIONAL NOTES:

1. The "building fund" still has a remaining balance of about \$400, if those gentlemen who worked on the classrooms can think of anything they want to use that for.
2. Was there any discussion on what to spend the \$1500 donation on? I did not add that in to the budget. It was for "wish list" items.
3. As you know, I am active duty. Well, my deployment window starts 1APR 2017 until 31MAR, 2018. That means IF I am selected to deploy as soon as April, I might be unable to fulfil the last three months as Treasurer. That is not a "for sure" scenario, but I did feel I should let you all know it is very possible. I have already spoken to Ken S. about it and he knows there is a possibility the Fellowship might ask him to act in an interim Treasurer capacity.
4. With the BOD blessing, I would like to assemble the committee for the budget for FY 2017-2018 and the Pledge drive. If anyone on the Board

wants to serve on that committee, let me know ASAP. I plan to start at the beginning of March.

5. I paid the insurance for the rest of this fiscal year, a total of \$4544.31 for the year.
6. Just in case it comes up anytime soon, I did find out our Hancock Business account is ineligible to electronically transfer funds externally (direct deposit) because it is a special account for non-profit entities. I do not know WHY being a non-profit renders the capability void on the computer, but it does. If we would ever like to transfer to a regular business account, we could. Not sure what all that would entail.
7. I ordered a ton of checks and deposit slips, to be arriving at the church shortly.

---Chris Dixon, Treasurer UUFBC

Board Agenda  
 February 16 - 6:30

<i>Agenda Item</i>	<i>Discussion Leader</i>	<i>Time Allocation</i>	<i>Comment/Action</i>
Call to order, Spiritual Centering & Check-in Welcome new board member - Bob Nixon	Cheryl	10 min.	
<b>Business</b>			
Secretary's Report	Helen	5 min	
Treasurer's Report	Chris D	10 min.	
Stewardship Campaign - Pledge Drive ???	Board discussion	20 min.	Suggestions for Leadership and committee? How to proceed? Time frame? Much help needed! Good free material here: <a href="https://askingmatters.com">https://askingmatters.com</a> <a href="http://stewardshipforum.com">http://stewardshipforum.com</a>
Leadership Dev. Committee	Fred Beauchemin	20 min.	Where are we, where are we going?
Sunday Programing	Cheryl Chris M	10 min	Update
<b>Standing Agenda</b>			
Faith Dev. & Cong. Life	Chris M Janet		
Religious Exploration.	Report		
Social Justice	Report		
Building & Grounds	Report		RE remodeled bldg. - Dedication?
<b>New Business</b>			
Other Ideas to be voiced.	Group		
Next meeting			?? Need to have Treasurer's input

#### Adult RE:

Our Faith Like a River Wednesday night class has been poorly attended (we had one person for January). I want to give it one more chance this Wednesday to see if we have a good turn out, but if we don't see an attendance spike again, I will be seriously considering not teaching a Wednesday class. The Sunday classes have been well attended, usually between 5-8 people.

The First Escalating Inequality (the first Wednesday of the Month) class was taught by Chris May and had 4 people in attendance.

#### Kid's RE:

The Elementary and Youth have been sitting in service for the first 10-15 minutes for a month and a half and they are adjusting. They have gotten into the habit of looking for the gray hymnals and several of the kids are humming with the music.

We have had lower numbers in the Elementary class lately, several of our families have been traveling, or been "in-flux" We have been averaging about 5-7 kids in the Elementary class, which is just about the amount that are comfortable being active in the Little Red School House. When the new building is finished, the kids will be given a choice after their main lesson to do either an "active" or a "contemplative" activity with the main teacher taking one classroom, and the assistant taking the other. The "active" room will be the Little Red School House so as to not compete with the Youth's class.

The Youth have moved into the finished half of the new building (this will not be their permanent classroom, their room is not finished). This move allowed the Preschool class to move into the office and give the Nursery some breathing room. It is my hope that with these two classes separated, the kids will be able to concentrate on their activities more. We only have one assistant to cover both rooms, the assistant is there to help whichever teacher needs it more.

#### Other:

Tiffany and I are planning an intergenerational Easter service.

The RE Committee will be meeting on Feb. 22 at 9:00 am to discuss the Spring/Summer program for both the adults and the kids.

Nikki Ardary has volunteered to lead a Youth Group, in order to attend events in this group, the kids must be a part of the UU Youth, and have paperwork on file. Nikki plans to have the group meet twice a month on the first and third Wednesdays. Once a month they will have a fun activity and once a month they will have a more serious activity. The goal is to create a friendly atmosphere for the Youth to make friendships and learn something in the process.