



Unitarian Universalist Fellowship of Bay County
Annual Meeting Minutes

December 14, 2017

Present members:
 Janet Cross, Vice President
 Lynn Siegfried, Treasurer
 Helen Johnson, Secretary
 Heather Ogilvie, At Large Member
 Absent:
 Ken Sizemore, President
 Sandi Dielenschneider, At Large Member
 Quorum met by four members present

Agenda Item	Presented By	Comment/Action
Call to order 6:35 p.m.	Janet Cross	
Check In	Janet Cross	
Approval of September and October Minutes Approval of October and November Treasurer's Report	Helen Johnson Lynne Siegfried	<p>Lynn Siegfried motion to accept the November 2017 minutes with grammatical changes, Heather Ogilvie seconded the motion. All in favor, motion passed.</p> <p>The Treasurer noted that we had an expense of \$199.96 from Facebook on the credit card statement but no documentation invoice. It was thought this expense came from a possible promoted post for the October Fundraising auction and that she should check with Cathy Rifenburg or Nancy Schlagheck.</p> <p>There still is some confusion on how the website host, 1&1, is paid. Lynne thought she paid by check for an invoice in the fall and again by credit card on by phone in December. It was suggested that the written check should be paired with a specific invoice and the credit card payment paired with a specific invoice to ensure that a double payment has not been made.</p> <p>The activity Wish List fund of \$1,500 (see minutes of November 2017) is still not on the Treasurer's Report. The board asked that this fund be tracked on the report similarly to the notes on the Raymond James, Children's Mountain Fund and Religious Education Building funds.</p> <p>Helen Johnson motion to accept the November 2017 Treasurer's Reports, Janet Cross seconded</p>

		the motion. All in favor, motion passed.
Stewardship Update	Janet Cross	The board was asked to consider who might be a candidate to replace Cheryl Kellogg to spearhead our 2018 pledge drive. It was suggested that Cheryl be asked for her opinion on a candidate in addition to Canova Smith Henderson and Chris May.
Wish List Balance	Janet Cross	The board discussed how we might use the remaining balance of \$1,400 in the wish list fund based upon the list as noted on the website. It was thought that a UUFBC members dinner/music social for Valentine's Day on either Friday, February 9 or Saturday, February 10 would be a good use of the funds. A decision about this has been deferred to the January meeting.
New Business	Helen Johnson	Gienah Harris, DRE, informed the board that the RE fence has been completed. She recommends that Jerry Rifenburg, Al Clare, Cheryl Kellog and George Stevenson be acknowledged during a service for their contributions of time and effort. The area should also be dedicated. The board would like to know if there is a balance in that fund to make recommendations for its use, if any. Action is deferred to the January meeting.
Adjourned		Helen Johnson moved to adjourn, Janet Cross seconded, all in favor at 7:10 p.m.
Next Meeting		Proposed Thursday, January 11, 2018 (Helen Johnson will not be able to make 01/18/18) at 6:30 p.m. If 01/11/18 poses a problem, we'll keep 01/18/18. Janet cross will check with Ken Sizemore.
		Respectfully submitted by Helen Johnson

UUFBC BOARD MEETING AGENDA
December 14, 2017

Call to order, check in

Approval of previous meeting's minutes

Treasurer's Report

Discussion of Stewardship Campaign...ideas for leadership, the process, the pledge drive in April 2018

(Cheryl Kellogg, who had agreed to lead this effort, has had to resign due to family commitments. We will continue to discuss this vital topic in future meetings. I just ask that you folks begin to think about it. Those of you who have been through Steward campaigns before can share your experiences.)

The "Special Fund" for Wish List items...how to spend the \$1,400 still remaining from the gift.

(Refer to the Wish List on the web site. Go ahead and make some decisions---let's spend it!)

Other topics from the floor?

Adjourn

**Unitarian Universalist Fellowship of Bay County
Treasurer Report**

12/14/2017

Nov 2017 Fiscal Year 2017-2018

	Budgeted Amt	Current Total	Difference
INCOME			
Pledges	\$48,676.00	\$26,740.16	(\$21,935.84)
Plate	\$7,500.00	\$1,816.00	(\$5,684.00)
Fundraising	\$3,000.00	\$5,290.11	\$2,290.11
Rentals	\$750.00	\$350.00	(\$400.00)
Miscellaneous	\$500.00	\$381.49	(\$118.51)
			\$0.00
TOTAL INCOME	\$60,426.00	\$34,577.76	(\$25,848.24)

EXPENSES

HUMAN RESOURCES

Speakers	\$8,100.00	(\$850.00)	7,250.00
Music	\$4,500.00	(\$1,750.00)	2,750.00
Director of R.E.	\$15,600.00	(\$6,002.70)	9,597.30
HR Accounting	\$600.00	\$0.00	600.00
Training/Seminars	\$800.00	\$0.00	800.00
Travel/Accomodations	\$800.00	\$0.00	800.00
Pastoral Care	\$1,600.00	\$0.00	1,600.00
Community Fellowship	\$1,200.00	\$0.00	1,200.00
Child Care	\$1,000.00	\$0.00	1,000.00
Minister Fund	\$0.00	\$0.00	0.00
Minister Search Committee	\$0.00	\$0.00	0.00
TOTAL	\$34,200.00	(\$8,602.70)	25,597.30

OPERATIONS

Publicity	\$1,200.00	(\$199.96)	1,000.04
Website Hosting	\$400.00	(\$156.42)	243.58
Internet/Phone	\$816.00	(\$420.52)	395.48
R.E. Funds	\$1,000.00	(\$336.52)	663.48
Insurance	\$4,600.00	(\$1,909.00)	2,691.00
Electricity	\$3,000.00	(\$1,090.49)	1,909.51
Grounds	\$900.00	(\$586.07)	313.93
Facilities	\$1,400.00	(\$1,353.06)	46.94
Supplies/Materials	\$1,000.00	(\$110.98)	889.02
Housekeeping Supplies/Services	\$1,600.00	(\$260.00)	1,340.00
Sanitation	\$3,000.00	(\$1,546.84)	1,453.16
UUA Dues	\$4,000.00	(\$2,044.00)	1,956.00
Reserve Fund/Capital Fund	\$0.00	\$0.00	0.00
Miscellaneous Expenses	\$1,010.00	(\$847.60)	162.40
Roof		(\$18,700.00)	
TOTAL	\$23,926.00	(\$29,561.46)	13,064.54

COMMITTEES

Social Justice	\$1,400.00	(\$392.51)	1,007.49
Leadership Development	\$500.00	\$0.00	500.00
Faith Development	\$200.00	(\$53.94)	146.06
Congregational Life	\$200.00	\$0.00	200.00
	\$0.00	\$0.00	0.00
TOTAL	\$2,300.00	(\$446.45)	\$1,853.55

TOTAL EXPENSES	\$60,426.00	(\$38,610.61)	\$40,515.39
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CURRENT BALANCES OF UUBC ACCOUNTS -12/14/17

Checking account ----- \$25,097.44*
Certificate of Deposit ----- \$9,122.73
Minister Fund----- \$15,347.52
Endowment Fund Savings----- \$ 1,954.90

The Raymond James account contains both reserve funds of \$31, 048.72 and the Calvert Conservative Allocation Fund (endowment fund) of \$11,177.31.

* The checking account balance includes \$1,012 for The Children's Mountain Fund. It also includes \$391 from the RE Building Fund.

Sometime in 2015, 2016 an anonymous donation of \$1,500 was made to the UUFBC to purchase items not funded in the annual budget. See minutes from 11/06/17. In October of 2017, \$100 was spent for music during the UUFBC Fundraising Auction. The balance is \$1,400.00 as of 12/14/17 board meeting.

Kid's RE:

Kid's RE has been going very well. The children respond very well to the monthly Children's Chapel and the other week's activities have been fun for them as well. We intend to continue to work closely with Social Justice and involving the kids in that aspect of service. We have several very young children in the class and they are fitting in well. They look for an older child to help, and the older children are willing to step right in.

At the moment we only really have 1-2 youth (depending on the day). I am concerned that one of the youth is not enjoying the classes. We spoke and he would like to step into the roll of a teacher's assistant. His father agreed that would be a good role and we are working on setting up classes for him to take a greater responsibility in.

Adult RE:

UU101/102 was a very full class, we had 8 attendees.

Sunday morning classes and Yoga continue to be poorly attended. I have been approached by the Worship Committee through Chris May and asked what I think about them running a Small Group on the last Sunday of the month at 9:00 am. I am happy to move yoga to only 2-3 times a month, I am also considering not having yoga anymore as it is usually only attended by 1-2 people.