



Unity of Fairfax Board of Trustees

Meeting Minutes January 27, 2019

| Board Members Present | Others Present | Board Members Absent |
|----------------------------------|-----------------------|-----------------------------|
| Russell Heiland, Senior Minister | | |
| Teresa Accomando, Chair | | |
| Gail Hughes, Chair Emeritus | | |
| Nancy Schneider, Secretary | | |
| John Dickman, Treasurer | | |
| Jody Ruth | | |
| Laura Berry | | |
| John Kell | | |

Quorum present? Y

Meeting was called to order at 12:25 p.m.

Sacred Intention: *Unity of Fairfax is a community in expression of transformative love to ourselves, each other and the world.*

Executive Session: Began at 12:25 p.m. and ended at 1:00 p.m.

Motion: Approval of Prior Meeting Minutes: Minutes from the Dec. 18, 2018 Board meeting and the Jan. 13, 2019 Special Meeting were approved unanimously.

Minister's Report: Russell Attached as Appendix 1

Treasurer's Report: John Dickman

Regarding the Budget vs Actuals report, our general fund operating report, the 2018 revenues were \$81,000 under budget and the 2018 expenditures were \$49,000 under budget. Our resultant net operating revenue was \$33,000 under budget. Interestingly, the net operating revenue in December alone was \$15,000 under budget.

Our Statement of Financial Position shows that we have increased our total equity by \$116,000. This ties in to the Statement of Activity report that our Net Revenue including all funds totaled \$116,000. Complete Financial Statements are posted on the website.

The Unrestricted Fund's borrowed amount of \$16k from the Operating Reserve Fund was repaid on 12/31/2018.

The Finance Committee has been reinstated. Current members are Dave Richardson, Kathy O'Brien, Dave Colburn, and Linda Powell. More members may be added in the near future.

Audit Firm - We have narrowed down the bids, and the Finance Committee will make a proposal to the board as to which firm to hire.

Scheduled Business:

1. **Motion:** Nancy made a motion to approve compensating Jody Ruth as an instructor at Unity of Fairfax in accordance with our standard current practices, retroactive to and proceeding from Nov. 1, 2018. This approval is based upon the Related Party Disclosure that Jody provided to the Board. The motion carried 7-0, with Jody having recused herself from voting.
2. Plan for Feb. Community Dialogue to include Strategic Planning for July, 2020 (Pinnacle Departure) and beyond

Closing, Pray-Out and Adjournment

Meeting adjourned at 1:30 p.m.

Upcoming Dates:

Feb. 9 Sacred Service Council

Feb. 10: Community Dialogue

Feb. 28 Board of Trustees Monthly Meeting

APPENDIX 1

Minister's Report * January 27, 2019 * in bullet points, in random order

ONE ACTION ITEM

I would like to reschedule the Board Installation for Sunday, February 10 at the 2nd Service. (Cancelled due to snow on 1/13/19). I realize that everyone may not be able to attend in person; but we may be able to include absentees virtually. That is the same day as the Community Dialog Meeting.

ONE DISCUSSION ITEM

(This may be addressed elsewhere during the board retreat). I would like to arrange for a graphic of the 5 Intentions (Education, Practice, Service Within, Service Outreach, Legacy) to be produced and distributed to the community before Memorial Day. This may be an item of discussion at the 2/10 Community Dialog Meeting or with the SSC... Thoughts?

INFORMATION ITEMS

The Nonviolent Communication (NVC) Class has 17 participants and is going well.

Insperty on boarding is continuing. We will 'go live' on March 1 with their services. Meeting with Insperty and staff is scheduled for January 30.

Rev. Toni Fish is the guest speaker today (1/27/19) at Unity of Fairfax. Her workshop scheduled for 1/25 and 1/26 was cancelled due to low enrollment.

There is an announcement today (1/27/19) in Sunday services about the availability of Benevolence Fund monies. A follow up announcement will go in the Tuesday "news and events" email. Goal is to reach furloughed workers/contractors and anyone else whose needs can be met in accordance with our guidelines.

I will be on vacation February 13-20. James Jones will be guest speaker on February 17. Sam Lee will facilitate the NVC class on February 19 as an optional practice session.

I have not yet begun meeting with staff and team leads in re the 2019 budget. I will do so starting as early as next week. I request John D join me in all these meetings. Ideally these meetings will be complete before I go on vacation. We continue to get first time attendees who received the Daily Word postcard mailing.

The church and I received multiple kudos for the January 13 “snow day” message delivered from my home office. It was a lot of fun to do, and Midd Hunt, Dave Wiley and I will do some tweaking to my home computer to simplify the process for next time and to give me options for other types of “fireside chats.”