



Unity of Fairfax Board of Trustees

Meeting Minutes February 28, 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, Keeper of the Flame		
John Kell		

Quorum present? Y

Meeting was called to order at 7:07 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 7:10 and ended at 7:40.

Motion: Approval of Prior Meeting Minutes: *Revised* Minutes from the Dec. 18, 2018 Board meeting, the minutes from the Jan. 27, 2019 Board meeting and the minutes from the Jan. 13, 2019 Special Meeting were approved unanimously.

Minister's Report: Russell Attached as Appendix 1

Treasurer's Report: John Dickman

John reported that total revenue is below budget by 15,000 for 2019. Expenses are \$6,000 below budget. Some expenses, such as equipment maintenance and utilities, will be reimbursed by Pinnacle. The net operating revenue is -\$20,000.

Sign Permit Update: Our chosen sign company accomplished their task of getting a permit application approved by Fairfax County. This is a good start to this important project.

Scheduled Business:

1. **Motion:** John made a motion to make \$15,000 available as needed from the Capital Reserve for asphalt and concrete repairs, and to approve spending \$36,000 for the 2 asphalt and concrete repair projects. There are \$20,600 in the capital improvement fund. There are about \$11,000 more to be spent on the asphalt maintenance and the whole up to \$25,000 to be spent for the concrete repairs. The motion carried unanimously.

2. **Motion:** John moved that the board accept the finance committee's recommendation to execute a one-year engagement letter with Mullins, PC on March 1, 2019 to audit our 2018 financials. The motion carried unanimously.
3. Community members have volunteered to join our Next Steps Teams. Current plans are to have teams develop Team Charters, and report progress to the SSC on a monthly basis. Then Next Steps Teams can meet with other teams on Saturdays, after the SSC meeting.
4. Timing of Board Meetings will be extended - these monthly meetings will run from 7:00 pm to 9:30 pm.

Closing, Pray-Out and Adjournment

Meeting adjourned at 9:31 p.m.

Upcoming Dates:

March 9: Sacred Service Council

March 28: Board of Trustees Monthly Meeting

May 19: Community Dialogue

APPENDIX 1

Minister's Report * February 28, 2019

ACTION ITEM

This could be a precedent-setting request. I would like authorization to seek and receive sponsorship/s for the Paul Hasselbeck event being held at Unity of Fairfax April 26-28. Rev. Dr. Hasselbeck will be presenting the SEE class "The 12 Powers of Man," (Friday/Saturday), giving the Sunday message, and leading a workshop on Sunday afternoon. He is the leading metaphysics teacher/author in the Unity movement. We do not currently have a practice or protocol for sponsorship.

INFORMATION ITEMS

Kate Law came on board as Engagement Manager on February 1.

Unity of Fairfax went live with Insperity on February 1. Payroll and benefits are set up and in use. I'm now working on getting our new employee manual using Insperity's vast resources.

I opened the movie on February 8. There were over 50 in attendance. The discussion lasted until nearly 11 pm.

I had a perfect vacation!

The Waging Justice event had 56 in attendance. The event was livestreamed.

The NVC class ended on February 26. Sam Lee will lead 2 practice sessions as follow up on March 5 and March 19.

On Thursday, February 28 I will be attending the Clergy Leadership Council Meeting at Bethlehem Baptist in Alexandria. Focus of the meeting is to receive faith community input to the Fairfax County Strategic plan. (This program is coordinated by the Clergy Leadership Council on which I serve as vice-chair.)

On Thursday, February 28 I will be meeting with Rev. Jean Wright and EarthCare to plan the Earth Day service on April 7. Rev. Jean will be guest speaker since I will be co-ordaining my mentee Rev. Sue McQueen in her church Columbine Unity Spiritual Center, Boulder, CO that weekend. Earth Day service is moved up two weeks this year so as not to conflict with Palm Sunday (April 14) or Easter on April 21. (Earth Day is April 22.)

I will be at the Unity Worldwide Ministries Field Program/Admissions Intensive March 4 – 15. I will have my laptop and will be working. Ron Karstetter will give the message on March 10.

John Dickman and I have not yet met with staff/teams to review budgets. That will happen once I return from Unity Village.

I am not yet ready to move on the other staff positions I addressed with the Board on January 13 – still working on the position descriptions. My target is to be ready to proceed by the time I return from Unity Village.

Ron Karstetter has agreed to be the staff liaison to the Health and Safety Team and will join the Post-Pinnacle Sacred Safety Service Team as well.

Ron and I will be attending the Fairfax County Faith Communities in Action Building Resiliency in Faith Community Conference on March 28. (This program is coordinated by the Clergy Leadership Council on which I serve as vice-chair.)

I will register for the GMU Non-Profit Management program after I return from Unity Village.

Amy and I actively preparing for Easter, including Ash Wednesday (March 6 – service will be led by Ron K and Amy), Maundy Thursday, Good Friday, Easter (3 services). The Retreat Team is coordinating the Holy Saturday Silent Retreat.