



Unity of Fairfax Board of Trustees

Meeting Minutes December 17, 2019

Board Members Present	Others Present	Board Members Absent
Russell Heiland, Senior Minister	Julie Fisher	
Teresa Accomando, Chair	Mara Sandvik	
Gail Hughes, Chair Emeritus		
Nancy Schneider, Secretary		
John Dickman		
Jody Ruth		
Laura Berry		
John Kell		

Quorum present? Y

Meeting was called to order at 7:03 p.m.

Sacred Intention: If you know that all is well, you know all you need to know.

MOTION: Approval of Prior Meeting Minutes: The minutes from the November 2019 Board Meeting were approved unanimously.

Executive Session: Began at 7:20pm and ended at 7:49pm

Minister’s Report: Russell Attached as Appendix 1.

Motion: Jody moved, and John Kell seconded that Unity of Fairfax authorize ministerial manse allowance of \$45,000 for 2020. The motion was approved unanimously.

Motion: The following Board Positions for 2020 which were approved.

Chair: John Kell

Treasurer: John Dickman

Keeper of the Flame: Gail Hughes

Treasurer’s Report: The November 2019 Treasurer’s Report can be found here:

<https://www.unityoffairfax.org/sites/unityoffairfax.org/files/Financials-November2019.pdf>

LINK TO BE ADDED

John Dickman presented and the Board discussed the Vision 2020 Stewardship Plan.

Motion: Jody moved, and John Kell seconded that the Board of Trustees is in accord with the Senior Minister’s formation of project teams for each of the three revenue streams identified in the stewardship plan. The motion was approved unanimously.

The project teams will cover:

- 1) Rentals
- 2) Programs/Events, and
- 3) Membership/New Membership.

The project teams will be under the direction of, and report to, the Senior Minister.

The purpose of the project team is to investigate the revenue stream and initiate positive actions to optimize the revenue stream.

Each project team will be composed of community members and staff individuals.

Each project team will consult with related community ministries.

Actions for Rentals and Programs/Events will go through Unisync, as determined by Unisync.

The Senior Minister will include progress information for each project team in the monthly Minister's Report.

Additional structures will be detailed including board participation.

New Business:

Starting in January, revisit the Vision 2020 teams, renew the work to meet our goals for when Pinnacle's lease ends.

Discussion of 2020 Board officers

Motion:

Writer of the next Governance page for bulletin Due Jan. 10: Nancy Schneider

Closing, Pray-Out and Adjournment: 9:30 pm

Upcoming Dates:

Board Installation: Sunday, Jan. 5, 2020, 11am service

Board Retreat 2020: Jan. 24-26, 2020 at Bon Secours Retreat, Marriottsville, MD

Community Dialogue: Feb. 2, 2020

APPENDIX 1

Minister's Report * December 17, 2019

Strategic Initiatives

I continue to work with John Dickman in addressing the 2019 financial deficit as well as the 2020 budget and other ancillary matters. Items to be discussed during Executive Session and Treasurer's Report at this meeting.

I'll have my goals clarified for 2020 by the January Board meeting, but the foci remain as previously shared:

Resolving the current deficit and placing the church on solid financial footing

Planning for the church to function effectively and efficiently during my sabbatical

Sabbatical planning that will provide me with spiritual and professional renewal.

Action Items

I move that Unity of Fairfax authorize ministerial manse allowance of \$45,000 for 2020.

Information Items

The visit from Ron Karstetter's Field Program mentor was a success. She was favorably impressed with him and Unity of Fairfax. Thanks to those Trustees who were able to join her for lunch on the 8th. It was a full day of activity at Unity of Fairfax, and I appreciate your making time to connect with her.

Unisync continues to address ongoing process improvements with events and activities. Teresa Accomando will remain on the team after her Board service comes to a close this month. Her expertise, coupled with that of other Unisync members, has added priceless benefit to the team.

I will be away from Unity of Fairfax on December 19 and 20 attending my goddaughter's graduation at NC State in Raleigh, NC. I'll be back on the 21st for a wedding at a home in Oakton and the Winter Solstice.

James Jones of Falls Church will be guest speaker on Sunday, December 29. I will provide "chain of command" instructions to Board and staff prior to that date to address issues that may arise while I'm out on that day.

I will be speaking at the Illuminate Fairfax event (similar to the Pathways Expo) on Sunday, January 19. Unity of Fairfax will be an exhibitor.
<https://illuminatefestivals.com/fairfax/>

John Kell and I had a preliminary meeting with Rev. Charline Manuel to plan the January Board retreat.

I will be on vacation February 5 - 12, returning to Unity of Fairfax on February 13.