



Unity of Fairfax Board of Trustees

Meeting Minutes January 26, 2020

Board Members Present	Others Present	Board Members Absent
Russell Heiland, Senior Minister	Charline Manuel	
John Kell, Chair		
Anthony Flournoy, Second Chair		
Nancy Schneider, Secretary		
John Dickman, Treasurer		
Gail Hughes, Keeper of the Flame		
Mara Sandvik, Member at Large		

Quorum present? Y

Meeting was called to order at 9:36 a.m.

Sacred Intention: We are directed by Grace, and have a graceful meeting.

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

Minister’s Report: Russell Attached as Appendix 1.

Reports:

- Vision 2020 projects
 - IT - Sharon Sobel has agreed to lead this team.
 - Retrofit/Rentals: Gail provided updates from the retrofit/rentals team
 - Space Design: Gail provided update and presented the illustrative income strategy spreadsheet to clarify expectations regarding rental revenue.
- Benevolence Fund - John K. provided updates on the Benevolence Fund.
- Comms. Team - John D. provided updates on the Exterior sign status. The Communications Team has offered their support to the board.

Old Business:

- Update of The proposed Cash Management Policy

Motion: John K. moved that this topic be postponed until the next board meeting. Nancy seconded the motion. The motion was passed unanimously.

New Business:

- **Treasurer’s Report:** The December 2019 Treasurer’s Report can be found here:

Motion: John D. made a motion to establish a restricted holding fund to accept designated contributions for pre-approved pass-through purposes, e.g. mortgage payments. Any designated contributions not pre-approved will require board review and will be held without deposit until approved. Gail seconded the motion. The motion was passed unanimously.

Motion: John D. moved that the board approve the 2020 budget as presented on this day. Nancy seconded the motion. The motion was passed unanimously.

- **Community Dialogue:** Topics and format for the upcoming Community Dialogue were Discussed.

- **Code of Ethics:** The 2020 Unity of Fairfax Board of Trustees Code of Ethics was signed by all trustees.

Writer of the next Governance page for bulletin Due Feb. 10: Gail Hughes for March Bulletin

Closing, Pray-Out and Adjournment: 1:29 pm

Upcoming Dates:

Community Dialogue: Feb. 2, 2020

Next BOT meeting: Tues. Feb. 25

APPENDIX 1

Minister's Report * January 26, 2020

Strategic Initiatives

Rentals, retrofit, speakers, etc. will be discussed in the course of the January board meeting in other contexts.

The finance team working group has done an amazing job preparing recommendations to me for improving our financial practices and operations.

I have reached out to Andrew Harvey, Matthew Fox, Philip Goldberg about holding speaker events at Unity of Fairfax.

I have reached out to local and Unity ministries to get assessments of church database programs.

Unisync is continuing to work to improve processes relating to the bookstore, a/v, and after-the-fact finances.

Action Items

No actions requested.

Information Items

Thanks to everyone who supported me when I had the flu.

I will be on vacation February 5 – 12. Rev. Sandy will be our guest speaker on Feb. 9.

There will be a work day as well as Sacred Service Council meeting on February 8. Painting and cleaning only will be done. Goal is to make the back of the church building presentable and build community while doing so. The same activity was successfully done on Jan. 11.

I have been asked to serve as MC for the 90th birthday celebration of my ministerial mentor in Wilmington, NC on Sunday, March 15. I plan to attend.

I will attending a small portion of the Field Ministry Intensive March 23-25 at Unity Village. All expenses related to this trip are considered tithes to UWM as this is ministry team work supporting the development of credentialed Unity leaders. Ron Karstetter will be attending as part of his ministerial training. His expenses are also tithes to UWM.

No updates to sabbatical plans.