



Unity of Fairfax Board of Trustees

April Meeting Minutes
April 17, 2018

Attendees

Board Members Present	Others Present	Board Members Absent
Russell Heiland, Senior Minister		
Gail Hughes, 1 st Chair		
Nancy Schneider, Secretary		
Jody Ruth, Treasurer		
John Dickman		
Laura Berry		
Millicent Eubanks		
Teresa Accomando		

Quorum present? Y

Meeting was called to order at 7:00 p.m.

Intention: We maintain a focus to completion of items with grace.

Approval of Minutes: Minutes from the March 22, 2018 meeting were approved.

Motion: Jody moved that the beach week for the 5 year anniversary gift to Russell is a week of paid vacation. The motion was approved unanimously.

Previous Business

Jody gave an update on the Pinnacle lease agreement.

BOT Organizational info

Procedures for collecting and counting the offerings were reviewed.

Discussed roadmap regarding board roles, timelines and priorities in the work queue

Pending and incoming agenda items

Discussed the planning for minister's annual review

Planned for community dialogue Q2 meeting - building the long-range (5 year) vision

Reports

Minister's Report - Attached as Appendix 1

Motion: Russ moved that Unity of Fairfax make a one-time tithe of \$250.00 to Unity Church Universal in Kansas City out of our April tithes to be paid in May. The motion was approved unanimously.

Financial Report - Attached as Appendix 2

Closing, Pray-Out and Adjournment

Meeting adjourned at 9:05 p.m.

Upcoming Meetings and Dates

- The next Board of Trustees meeting is May 24, 2018.
- Community Dialogue Meeting is May 6, 2018

APPENDIX 1

Minister's Report * April 17, 2018 (report written April 12, 2018)

In bullet points, in random order

ONE ACTION ITEM:

I move that Unity of Fairfax make a one-time tithe of \$250 to Unity Church Universal in Kansas City out of our April tithes to be paid in May.

Rationale: Unity Church Universal, 913 Tracy Street, Kansas City, MO is housed in the original church property established by Charles and Myrtle Fillmore. Its minister, Rev. Greg Nettler, is a generous historian of the Unity movement. During the retreat in May he has offered a tour of the premises. This is an optional activity for retreatants. Rev. Greg has generously shared literature and information with me and countless other Unity ministers and lay people. He receives no support from UWM or UWH, but his ministry has served as an important link to Unity's founders.

INFORMATION ITEMS:

- My ministers' only prosperity retreat with Rev. Edwene Gaines in Alabama was an enormous blessing to me. My faith faculty is revived, and I am unspeakably grateful to the benefactors who made this experience possible! I have sent her handout entitled: *Suggestions for Building a Prosperity Consciousness in Your Ministry* under separate cover. She provided many resources. Please plan to attend her workshop at Unity of Fairfax on August 12.
- The YFM pinwheels program on 4/9/18 to prevent child abuse raised just over \$1,000.
- Please attend the April 14 Special Discernment meeting. Begins at 9 am.
- Unexpected Income Program will run April 15 (traditional tax day) to July 4 (Independence Day). The goal is to provide an easy introduction to tithing.

- Amy Conley will be our guest musician on Sunday, April 29.
- Please plan to attend the *Prosperity!* class May 2 -30. I'm excited to be teaching again, esp. since I get to partner with Jody Ruth and John Kell!
- I will be at the Unity Village Retreat May 17 – 21. Rev. Charline will be our guest speaker. Please plan to have lunch with her if your schedule permits on that day.
- We have a Posi Concert on Sunday, May 20. We will have special guest musicians in our Sunday services that day.
- I will be at a family wedding May 25-29 in Indiana. Rev. Sandra Butler will be our guest speaker.
- Daniel Nahmod will be our guest musician on June 3. He will be doing a concert that afternoon.
- The Youth Variety Show will be after 2nd service on June 10. Last year the kids raised over \$1,000 for the benevolence fund.
- I will be attending the Unity People's Convention June 11-15 in Olathe, KS (Kansas City metro).
- I'm eager (really!) to get the updates to the employee manual completed; preferably by the end of May.

APPENDIX 2

1. March Results –

Please see the excel workbook which contains all the March and 2018 YTD financial statements. (We will be focused on 'Net Operating Revenue' line as it relates to our budget. Items below are interfund transfers and are not in our budget.) Key takeaways:

- a. Our shortfall has grown substantially
 - i. Our shortfall has grown from \$24k BELOW budget YTD through 2/28 to \$37k BELOW budget YTD at 3/31.
 - ii. \$27k BELOW last year for the same time frame
 - iii. The Unrestricted fund still owes the RESERVE funds \$17k of the \$42k borrowed during Q3 and Q4 of 2017; the balance of \$25k was repaid

2. April – preliminary information is not yet available

3. ACTION – What is driving this action by the community (or lack of action)

- How can we get to the root cause? (Ex – gave it all in Q4 17, tax reform, dissatisfied, went to L project, etc.)
 - Online survey?
 - Anonymous written survey on Sunday's?
- How can we communicate the need for steady love offerings throughout the year in a manner that people actually act on it?

- Are we confident about embarking on a major capital program before we have evidence of the necessary robustness of the love offerings to cover day to day expenses

4. Labyrinth Project – no additional disbursements and only an additional \$750 contribution since the last report dated 3/21/18.

a. Note that the \$750 had not actually made it into the L cash account as of 3/31 simply because it came in via credit card and that process has all the cc receipts deposited into the unrestricted cash account. So a normal timing difference. It was deposited on 4/13 after Patie got back from vacation.

b. \$42k balance at 3/31/2018

5. You will note that:

a. The financials continue the language of restricted vs. unrestricted funds that we discussed in the 2018 budget discussion

b. We show a SOA by FUND (unrestricted (or the general operating fund), Reserve and Unrestricted including all the sub funds

6. Terminology

a. SOA or Statement of Activity = Profit and Loss statement or Income Statement or P&L
SFP or Statement of Financial Position = Balance Sheet or