



Unity of Fairfax Board of Trustees

Meeting Minutes June 28, 2018

**Attendees**

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

**Quorum present? Y**

Meeting was called to order at 7:05 p.m.

**Strategic Creators Dialogue:** Discussion of strategic plan with Jacquie Smith and Dave Richardson.

**Scheduled Business:**

1. **Approval of Minutes:** Minutes from the May 24, 2018 meeting were approved unanimously.
2. Pinnacle Lease Agreement and Sublease status update by Gail, still in negotiation
3. Social Justice Team Update: Jacquie Smith

**Reports**

**Minister’s Report** - Attached as Appendix 1

**Motion:** Jody moved that Unity of Fairfax approve a \$100.00 one-time tithe out of our undesignated June tithes to the Unitarian-Universalist Association. The motion was approved unanimously.

**Motion:** Russ moved that Unity of Fairfax approve a \$100.00 one-time tithe out of our undesignated June tithes to Beacon of Light Unity Ministry in San Juan, PR. The motion was approved unanimously.

**Motion:** Jody moved that the Board authorize \$172 for Russell to take a four-day immersion Spanish language class offered by Fairfax County Public Schools – Adult Community Education program. The motion was approved unanimously.

**Financial Report** - Jody present the statement of financial position. Attached as Appendix 2.

## **Closing, Pray-Out and Adjournment**

Meeting adjourned at 9:12 p.m.

## **Upcoming Meetings and Dates**

- The next Board of Trustees meeting is July 26, 2018.
- Next Community Dialogue Meeting is August 4 , 2018
- Board Retreat is August 18, 2018.

## **APPENDIX 1**

Minister's Report

June 28, 2018 \* In bullet points, in random order

### **ACTION ITEMS:**

- 1) I move that Unity of Fairfax approve a \$100.00 one-time tithe out of our undesignated June tithes to the Unitarian-Universalist Association. I often use UUA resources (such as readings, employment compensation information) and consider such things as blessings to Unity of Fairfax.
- 2) I move that Unity of Fairfax approve a \$100.00 one-time tithe out of our undesignated June tithes to Beacon of Light Unity Ministry in San Juan, PR. Rev. Magaly Graciani spoke at our June 3 service and highlighted the value of Unity in Puerto Rico and the world. It showed, in a personal way, to our community Unity's reach in the Americas.
- 3) In support of our intention of increasing our capacity to welcome and include Spanish speaking individuals into the Unity of Fairfax community, I move that the Board authorize \$172 for me to take a four-day immersion Spanish language class offered by Fairfax County Public Schools – Adult Community Education program. (see attachment). It is July 24-27, 10:30 am – 1 pm. I do have a modicum of Spanish speaking ability and perceive that this class will augment my skills and increase my capacity to serve.

### **INFORMATION ITEMS:**

#### **Convention**

The UWM Convention June 11-15 was very rewarding. My anecdotal observation was that this was the most ethnically diverse convention I remember. I did find myself using the Spanish I know more than I ever have at a convention.

The highpoint for me was the first-ever joint graduation and ordination service that included all the ministerial paths – Unity Worldwide Spiritual Institute (new online program), Unity Worldwide Ministries Field Program (I'm on this Team), Unity Urban Ministerial School (based in Detroit), and a few of the National Schools (overseas).

I attended the new required CEU workshops on inclusivity (taught by Rev. Charline Manuel) and sexual ethics (taught by Unity of Fairfax alumna Rev. Brendalyn Batchelor). Also attended a workshop taught by Rev. Edwene Gaines.

Keynoters Carlton Pearson and David Ault were dynamic.

Unity of Fairfax member Beth English was not elected to the UWM Board; however, owing to her subject matter expertise in education, she has been retained as an Adjunct Member of the UWM Board. Rev. Sylvia Sumter of Unity of Washington, DC was elected to the UWM Board.

UWM is working with UWH to present a proposal to the body in 2019 that would essentially merge the two organizations (most people don't realize Unity is a "two-parent" organization). From what I gather, a third entity would be created, and the other two would dissolve and cede their assets to the new entity. Seems both ambitious and warranted.

### **Staff**

Amy Conley officially joins the Unity of Fairfax staff as Director of Music and Arts on July 1. Marianne Tagge returns to her position of accompanist.

As of this writing (June 22), there is one strong candidate for the Administrative Assistant position. She had a first interview with Patie, Rebecca, and Sashia while I was away. I will meet with her on Sunday, June 24.\*

Ron Karstetter and Linda Powell will be attending the Licensed Unity Teacher intensive at Unity Village July 14 – 21. It is possible both could receive the LUT certifications by year end, but more likely in the spring.

Beverly Ellis will be attending the Unity National Youth and Family Ministry training July 29 – August 3 at Unity Village.

### **Pinnacle and Absolute Academy**

As of this writing (June 22, 12:30 pm), there is no extension to the Pinnacle lease or approval of the sublease. I expect there will be other updates prior to our meeting on June 28 from Peter Lunt directly.

### **Errata**

I will be on vacation July 9 – 13 in Colorado. On July 14 and 15 I will be at Unity Columbine Spiritual Center in Boulder, CO making my mentoring trip to visit with Rev. Sue McQueen, her board and Sr. Minister. New Day will be playing there on July 15. Our guest speaker will be Rev. Sandra Butler on July 15.

Make plans to attend the 5<sup>th</sup> Sunday potluck on July 29, the Edwene Gaines event on August 12 and the David Friedman "Thought Exchange" event on October 21.

Movie nights continue to draw 50-60 people. A win for Unity of Fairfax.

I will be at a family gathering August 25-27 in Indiana. Our guest speaker on August 26 will be Rev. Toni Fish, Minister of Unity in Frederick, MD. She's 2<sup>nd</sup> chair on the UWM Board.

For Unity Awakening 2018 the material will be the "new" Eric Butterworth book *Practical Metaphysics*. The text is the transcription of talks Butterworth gave. Series will run October 7 – November 18.

That's my report as of June 22.

Respectfully submitted,

Rev. Russell Heiland

\*As of today, June 28, Tony Rogers was hired for a 90 day probationary period, to be our administrative assistant

## APPENDIX 2

### Unity of Fairfax

#### STATEMENT OF FINANCIAL POSITION

As of May 31, 2018

	JAN - DEC 2017	JAN - MAY, 2018
<b>ASSETS</b>		
Current Assets		
Bank Accounts		
1 Unrestricted cash	62,863	13,659
2 Reserve Cash UNITED Bank 2564	31,151	74,840
3 Restricted Cash	96,147	98,794
<b>Total Bank Accounts</b>	<b>\$190,160</b>	<b>\$187,293</b>
Accounts Receivable		
1201 Accounts Receivable	1,355	917
<b>Total Accounts Receivable</b>	<b>\$1,355</b>	<b>\$917</b>
Other Current Assets		
1200 Inventory - Bookstore	12,494	12,494
1499 Undeposited Funds	0	0
Due from Unrestricted Fund	42,054	17,054
Funds Receivable	300	0
Prepaid Expense	1,802	810
<b>Total Other Current Assets</b>	<b>\$56,650</b>	<b>\$30,358</b>
<b>Total Current Assets</b>	<b>\$248,165</b>	<b>\$218,569</b>
Fixed Assets		
1610 Land	419,328	419,328
1682 Software	0	0
1690 Accumulated Depreciation	-1,679,761	-1,727,645
Building and Grounds	4,071,196	4,101,553
Equipment	58,744	68,096
Furniture and Fixtures	130,336	130,336
<b>Total Fixed Assets</b>	<b>\$2,999,843</b>	<b>\$2,991,668</b>
Other Assets		
Vanguard-Mildred Park Fund	87,575	86,247
<b>Total Other Assets</b>	<b>\$87,575</b>	<b>\$86,247</b>
<b>TOTAL ASSETS</b>	<b>\$3,335,584</b>	<b>\$3,296,483</b>
<b>LIABILITIES AND EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
2010 Accounts Payable	10,338	13,366
<b>Total Accounts Payable</b>	<b>\$10,338</b>	<b>\$13,366</b>
Credit Cards		
2035 Home Depot Credit Card	0	0
Cardinal VISA	2,371	4,868
<b>Total Credit Cards</b>	<b>\$2,371</b>	<b>\$4,868</b>
Other Current Liabilities		
1310 Deposits for Rentals	0	0

	JAN - DEC 2017	JAN - MAY, 2018
2100 Payroll Liabilities	0	4,784
2110 Sales Tax Payable	182	107
2111 Direct Deposit Liabilities		-
Accrued Expense	0	4,041
Accrued Mortgage Interest	0	0
Accrued Tithes	11,577	6,499
Deferred Revenue	0	0
Direct Deposit Payable		0
Due to Capital Reserve Fund	7,054	7,054
Due to Operating Reserve Fund	35,000	10,000
Passsthroughs	5,252	3,767
Suspense	0	0
<b>Total Other Current Liabilities</b>	<b>\$59,064</b>	<b>\$36,261</b>
<b>Total Current Liabilities</b>	<b>\$71,772</b>	<b>\$54,495</b>
Long-Term Liabilities		
Escrow Liab.-Pinnacle Academy	35,000	35,000
Mortgage Payable-United Bank	1,616,521	1,574,826
Note Payable - United Bank	35,185	31,315
<b>Total Long-Term Liabilities</b>	<b>\$1,686,706</b>	<b>\$1,641,141</b>
<b>Total Liabilities</b>	<b>\$1,758,478</b>	<b>\$1,695,636</b>
Equity		
3000 Opening Bal Equity	0	0
3900 NET ASSETS	1,470,640	1,577,105
Net Revenue	106,465	23,742
<b>Total Equity</b>	<b>\$1,577,105</b>	<b>\$1,600,847</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$3,335,584</b>	<b>\$3,296,483</b>