

## UUFCC Board of Trustees, March 22, 2025 10:00-12:00 at Fellowship

Present: Laura Anderson, Betty Barriga, Lorrie Douglas, Joseph Fenty, Mike Krzyzkowski, Laura Liermann, Robert Moran, Dick Schwarz. Shelly Canterbury (guest)



### February Minutes

Mike moved the minutes be approved. Dick seconded. Motion approved.

### Finance

- 1) **Auction** - Total net (as of today) \$5084. All expenses are accounted for. Some items not yet paid for so total will be a little more. Big thank you to Shelly for coordinating and to all who supported auction by setting up, cooking, cleaning up, donating and purchasing items. Sixty (60) people participated.
- 2) **Audit Results**- Nancy W, Shelly C, Anna S, and Sandy T reviewed procedures, records, and found no major issues, no signs of fraud. They recognize good practices are not always followed and, being more aware of items such as forms not filled out completely/properly or in one instance, a check requested by and approved by the same person.

They attribute the problems resulting from lack of accounting knowledge and lack of experience with QuickBooks software. In addition, there are some balance sheet reporting issues and the bank statements do not equal the QB system. Some systems are more complicated than they need to be.

All in all, good process - lessons learned will be implemented. Areas of concern worked on. We recognize that everyone is doing the best they can and we appreciate the care that all take with our money. We are healthy.

The lock on the safe should be rekeyed. There are a lot of people who have code. The lock is in office and there are a limited number of people who use the room. Anna mentioned there are 11 keys to the office and she doesn't have good records of who has them. **Laura L** will look into replacing the lock on the door and suggest using a number pad rather than key. Will check cost of changing lock on safe.

- 3) **Treasurer Report** - Dick sent report earlier. The year-end final will be adjusted to include income from auction and any other income/expenses coming in the last few weeks of March.
- 4) **Pledge Drive** - We have about 50% of the budget covered. 130 packets were sent out to members and friends, those who have donated in the past. We have 26 pledges turned in. **Dick will** ask Anna/Sandy to add a reminder for the Weekly Update and **Dick will** mention on the next few Sunday mornings.
- 5) **Rosemary Hagen** - Rosemary left \$20,000 to the fellowship in her will. **Laura L** will ask lawyer if there is a family member to thank.

### Discussion Items

- 1) **Right Relations Team** - Peggy Dawn, Ted, and Sharon  
The formation of the team and encouragement to contact them will be mentioned at annual meeting. **The RRT needs to be visible - announcements on Sunday morning? In Weekly Update? Maybe a newsletter article?**

2) **HR Processes**

Lorrie will contact Rev Ann to review the year. Robert will conduct an evaluation of Cory. Laura L will continue to work with Margaret. She has shared form and they will edit it together.

3) **March 23, Annual Meeting –Full Board of Trustees**

Not necessary to read Covenant at meeting. Will have it displayed on easel in the front of the room. Joseph has reviewed Robert's Rules. Will mention speaking limit if needed. We have 75 members. Quorum is 30. Laura L and Lorrie reviewed agenda. Laura A made powerpoint of agenda for use in the meeting. It includes the board accomplishments and budget. Laura L will copy agenda and ballot for meeting. Ballot will be used if there are nominations from the floor for board or nominating committee.

4) **Vegan Committee** - Joseph moved the board approve formation of new committee to encourage ethical eating practices for friends and members and at fellowship events. Mike seconded motion. Motion passed.

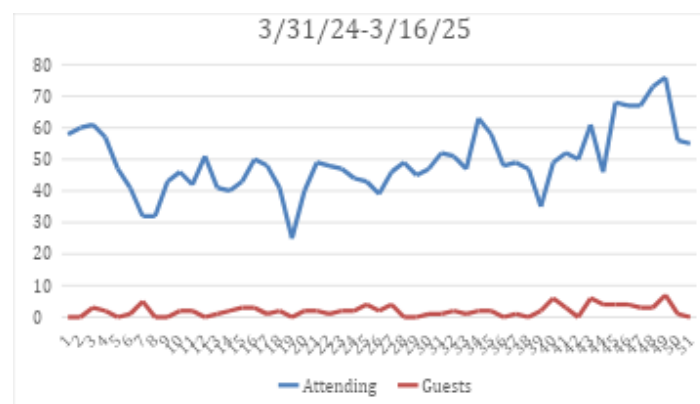
5) **Earmarked Donations** - the formation of the vegan group resulted due to a donation made several years ago and not implemented. \$200 was donated by Aubrey and Nyna Sykes for the purpose of providing vegan options at fellowship events.

After discussion regarding how to evaluate earmarked donations, Dick made motion that all earmarked donations be approved by the board. Mike seconded motion. Motion passed. Laura A will review policy for in-kind donations and share with all for further discussion on details. Additionally, we need a process to keep track of earmarked funds to ensure they are used for intended purpose.

6) **Minister**– Laura L and Lorrie met with the leadership of Fort Myers UU congregation to discuss the possibility of sharing a minister because their previous minister was 75%. We are asking members if they want to increase the budget to include minister. We recognize there are many congregations in search and not as many ministers looking for a job. We will form a search committee and ask for members who may wish to serve with someone(s) on the board. Who is on this committee from the board?

7) **Rentals** – We currently have several groups renting space at the fellowship and have income of \$350/month. A new person who seeks to use our space has asked if they can put a sign up when they are here. We agreed a sign could be put by the entrance door, not on the street. Laura L will communicate with office.

8) Laura Liermann compiled Sunday morning attendance throughout the year. The blue is number in attendance. Red line is visitors.



- 9) Laura L asked the board to assist in selecting new logo for the sign by the road. The members will vote at annual meeting.

#1



#2



#3



# 4

