

Unity Spiritual Center in the Rockies

Board of Trustees Meeting Minutes September 19, 2024

Call to Order: 10:40am, Meeting in person, Fellowship Hall

Roll Call: Ahriana, interim Minister, Charlotte Wilson, Vice-President, Todd Smith, Treasurer, Beth Brickell, Secretary, Beth Pettit-Willis and Debbie Lacey, Members at Large. Guests: Afrah Caraballo, Lorilei Bourell, Penny Olson.

Opening Prayer: Ahriana

Introductions of members and guests

June Board minutes approved via email. Patricia made a motion to accept the minutes on Sept 2, 2024, Beth PW 2nd the motion, all were in favor to approve minutes. Posted August 1, 2024.

Votes between meetings: none

Public comment: None, guests attending to listen. Ahriana commented that Afrah is holding a monthly “Mental Grace Group” following Myrtle Fillmore’s trauma-based teaching and Afrah brings pertinent credentials. This on the last Friday of each month.

Financial Report: see attached.

Old business:

The new Minister Search team plan to meet with Ahriana and Patricia. They will be working with Joann Burns at UWM to upload the request when the old form is updated. They are working on getting the cost of the Minister search request in the budget along with discussing the new Minister’s Salary, and parameters involving moving expenses, whether we want full time vs part time, benefits, etc. Ideally, they should be able to interview and pre-qualify three candidates during a period of time, (such as Nov. 1 to Feb 2025).

The Music team submitted a proposed budget to Todd for next year's music program and services.

Changes were made to the weekly counting procedures with a new form to be updated with Trudy.

Minister's Report: See attached.

Ahriana will still be with us during her six months away. She will continue to have the staff (i.e. Yo'Lauder, Mark Tim) report to her, not to the board or community. She will be with us for board meetings, wisdom and guidance, and any other situations that arise.

New business:

The music team requested to have a board liaison on their team. We had discussion on team's vs committees. No one has been designated to the music team committee at this time.

Beth B suggested checking in with several different teams each month to report on how their team is working and find out what kind of support they may need. Ahriana said this is a job for a Volunteer Coordinator which we do not presently have. Lorilei said she has been involved in coordinating volunteers in the past and would be happy to help with any questions.

Fun/Fundraising subcommittee request. Charlotte proposed a Spring Craft/metaphysical fair in March. Ahriana suggested a different date due to the unpredictable weather in March. Charlotte will get more details on costs and outcomes. We want new people to come and get curious about Unity. It's not always about profit (although it helps).

Temple Keeper process discussion. There is a Temple Keeper team that Patricia is coordinating. A temple keeper volunteer knows the pulse of our center and works with intention honoring the sacred space for those who enter our building. This team will work in tandem with the finance team as they project future costs and expenses as well as use their professional skills to keep up building needs.

New Member team has 4 members and they have a passion to build community. They will discuss ways to recognize newcomers and make sure ushers connect personally with the newcomer.

The replacement sink was ordered and two attempts were made to install it to accommodate the size. The size of the current sink is non-standard and a decision

was made to send the new sink back and make the old one work until a someday future remodel or new countertops can accommodate a new sink.

For security reasons, the code for the outdoor key will be changed. In the future, anyone given the code will sign an agreement to not share the code.

Ahriana expressed that whatever decisions we are making can be run through our core values. It helps the focus of our purpose and decisions.

Executive Session: Yes

Adjourn: 12:40 pm

Notes submitted by Beth Brickell, Secretary

Treasurer's Report for Unity in the Rockies

Period: August 2024

Net Income

August: \$15,831.11 (Budget: -\$2,898.90)

Year-to-Date: \$32,687.25 (Budgeted \$9,220.60)

Income

August: \$29,467.93 (Budget: \$15,610.93)

Year-to-Date: Income: \$157,842.95 (Budget: \$128,087.28)

Annual Budgeted Expenses: \$192,906.00

Breakdown of Major Income Categories:

● **Bingo Contribution: \$14,000 (Budget: \$3,333.33)**

● **Sunday Service: \$8,320.06 (Budget: \$2,191.66)**

● **Electronic Donation Income: \$5,682.79 (Budget: \$6,258.32)**

● **Fundraising: \$0 (Budget: \$461.82)**

Expenses

August: \$13,636.82 (Budget: \$18,509.83)

Year-to-Date: Expenses: \$125,923.51 (Budget: \$118,866.68)

Annual Budgeted Expenses: \$192,906.00

Breakdown of Major Expense Categories:

● **Ministry Comp: \$5,000 (Budget: \$7,500)**

● **Employment/Contract Labor: \$3,725.00 (Budget: \$4,933.32)**

● **Building Expenses: \$1,979.38 (Budget: \$2,363.30)**

● **Sunday Service Expenses: \$950.00 (Budget: \$1116.66)**

● **Supplies: \$1,279.54 (Budget: \$708.32)**

Financial Position

Current Liquid assets:

CD: \$25,167.10

1st Bank operating Fund: \$28,471.89

1st Bank Reserve Account: \$75,342.78

Bingo Account: \$12,072.97

Progressive Account: \$2,915.03

Total: \$144,239.77

Building: \$486,250.70

Comments:

Coming into Fall, our financial picture looks strong. Monthly income was \$15,831.11 (thanks to the hard work of Bingo) significantly exceeding the projection of -2,898.90 and year-to-date income is \$32,687.25 compared to our projected income for this time of year to be \$9,220.60.

The Finance Committee is working on a multi-phase project to create clarity about the needs of our church, grounds, and personnel in the coming years. Upon completion, we hope to have a centralized area with anticipated capital expenditures and timelines. See project plan below.

Minister's report

1. Staff

- Yo'Lauder is healing well and will be back in the office on Sunday, September 29th. We are working together remotely as of this week.
- Mark Heinrich worked so hard at the Abundant Soul conference. In addition to his pay, I wonder if someone on the board would purchase a gift certificate for a nice dinner for him and his wife Beth.

2. Building

- We need someone to check all the connections in the bathrooms including the sinks and toilets. We had a big leak in the minister's office and will need to replace the carpet in that office as a result. We had a leak in the meditation room bathroom, under the sink, at last week's conference.
- We also had a leak under the swamp cooler. Scott and Patricia got that fixed.

3. Budget

- Budget request forms have been distributed and will be due by next Wednesday. They will be turned over to the finance team with some recommendations from me.
- Trudy, Todd and I will do a first run at the budget by zoom, then Todd will present the proposed budget to the finance team for any suggestions. Once any adjustments have been made, Todd will present the proposed budget to the board.

4. Other

- Omnidirectional speaker/microphone has been purchased so I can zoom into meetings.
- We received the check for \$1950 for the Abundant Soul Conference. Mark (AV Tech) and I worked at that event. We will pay \$300 to the host (me) and Mark will be paid for 12 hours at his normal hourly rate. The remainder is profit. This was a great event! Good attendance, value and impact! If offered, we should do it again.

5. Teams

- This month I met with and trained the Usher "Team and the Marketing Committee"
- Collaboration training was held on two nights for all team leaders and board members.
- I am hoping we can set up a meeting of the Minister Search *Committee next week.

6. Events

- Please help me spread the word about this weekend's concert. The cost is \$1200, which means we need to sell \$48 tickets to break even.

*Teams are volunteer groups. Committees are under the direct supervision of the board because they either spend money or speak for the organization and must follow certain guidelines to operate. For example:

The Marketing committee spent money on purchasing marketing materials. They use the logo and draft written press releases and other documents.

The Finance committee addresses the use of money and makes monetary recommendations to the board.

The fundraising committee must get financial approvals to cover fundraising event costs.