

**Friends of Unity**  
**Board of Trustees Meeting**

**June 24, 2020**

**Attendees:** Rev. Kathy Long, Gail Parker, Vic Huber, Linda Grosscup, Phil Erzen, Nancy Langeneckert, Sandy Argas, Jan Whittington. All attendees participated in the meeting via Zoom.

**Starting time:** 6:04 PM

**Opening prayer:** Kathy

**Board minutes:** The May minutes were approved.

**Financial Report for May**

Attendance:

- Because of issues with Facebook live streaming during May, we have no data on how many people viewed the May Sunday services.

Income:

- May total income was \$5,430 versus a budget of \$6, 792.
- Year-to-date income was \$31,806 versus a budget of \$33,958.

Spending:

- May total spending was \$6,084 versus a budget of \$4.953.

May spending included a special, intentional pre-payment of \$3,403 in June payroll expenses to comply with the rules of the PPP loan.

Without this pre-payment, May spending was \$2,681, which was \$2,272 below the budgeted spending for May.

- Without the PPP adjustment, YTD spending was \$35,973, right on budget.

#### Gain/Loss:

- May showed a net loss of \$654, versus a budget projected May gain of \$1,839.
- Factoring out the PPP issue, our YTD net loss is \$2,140 worse than what we budgeted.
- This is totally attributable to income lagging behind the budget assumption.

#### Bank Balance:

- Cash in the bank as of the end of May was \$38,758.

In May we received \$8,100 in a “forgivable” loan from the Federal Government.

#### **SBA Loan Report: Jan**

Jan explained that after the loan is forgiven, it will be reflected as a journal entry as an increase in income of \$8100. She will apply for the forgiveness of the loan after submitting documentation that the money was spent according to the terms of the loan. Fifth Third Bank will eventually send us a letter of documentation stating the loan has been forgiven once our application for forgiveness is approved by them. When this is received, we can finally consider this as income.

The Financial Report was approved with appreciation.

#### **Administrator's Report:**

- Unity of Rochester tithed to us.
- No word back yet from fb about a donate button
- We authorized Gail to renew our membership in GLURC (no fee) annually.
- Heather and Gail went for website training with Julie Braun. Julie was wonderful!

#### **Minister's Report:**

- Board meeting moved to third Wednesday to accommodate Kathy's additional day off (Tuesday.) We agreed to keep the start time at 6:00. Meetings will continue via Zoom.
- Primary energy focus since last Board meeting and what's ahead:

Re-turning to PCAC

Continue a livestream service from PCAC

Communications: written, livestreamed, over the phone, in-person visits

Renewal, reflection, refocus community energy for forward motion using SOAR (Strengths, Opportunities, Aspirations, Results) Summer Mandala

- Attended a one-day conference via Zoom offered by the Center for Spiritual Living (CSL): Reimagining Spiritual Community. Very worthwhile.
- We agreed our greatest strength during the past three months was a desire to stay connected.
- We are a ministry designed to extend beyond walls. We won't grow a ministry by using the old ways. We are creative, resourceful and adaptable. People get behind vision, and the Universe is providing.
- Began regional minister resource calls with Rev. Greg Coles
- Restarted 2020 Soul Guiding Question appointments
- The church will have its own Zoom account. The same link will allow members to attend any Zoom class or meeting.
- The church will also have new phone service, including a new phone number. This will allow Kathy to give up the old Kroger phone, which has no voicemail. We'll add the texting feature to our Servant Keeper account for \$19.95/month, which allows all members to be reached by a group text. This will be used for short-notice or other important information we want to be sure everyone sees. Gail has been paying for this.
- Sunday service changes from the start of the governor's stay-at-home order:

March 15 – Transition service, followed by fb live

June 14 – returning to PCAC; test of wifi

June 21 – livestream service to fb from PCAC

- Communications: Kathy reviewed each segment of the Communications Doors diagram Gail designed, which shows all the doors of communication that are now being used at FoU: our website, fb, Zoom, email, snail mail, phone, text.

- New website design: Kathy showed us the new home page for our web site. Heather, Gail and Kathy have been working diligently to bring this major project to near conclusion. Kathy wanted it to be rich visually. The tabs are labeled a little differently but are still easy to use. Kathy clicked on each one, showing us what came up. It will automatically repopulate information daily; the current class offering for that day will be up front.

Linda closed the meeting with prayer.

Meeting ended at 8:11 PM.

Nancy Langeneckert, Secretary