

UNITARIAN UNIVERSALIST CHURCH OF THE DESERT
Board of Directors Regular Meeting Minutes
January 17, 2023

Attending:

Board Members Attending by Zoom: President Linda Savard; 1st Vice President Bill Masco; 2nd Vice President Fran Hoag; Treasurer Jerry L’Hommedieu; Secretary Bob Rancourt (departed ill at 5:25 p.m.); Director-at-Large Dave Carter; Director-at-Large Carol McDaniel

Minister Attending by Zoom: Rev. Ian W. Riddell

Board Members Absent: No one

Congregational Members Attending by Zoom: Jane Zaun; Walter Gendell; Rod Belshee; Ginger Hemingway; Chris Eager; Sarita Gonzales

Meeting Minutes:

1. Opening and Chalice Lighting: Linda called the regular Board Meeting to order at 5:00 p.m. PST by Zoom. Rev. Riddell offered an inspirational reading for the new year as our chalice lighting.
2. Welcome and Check-in: Linda welcomed everyone and led a check-in of Board Members.
3. Approval of Board Minutes: The Board approved a motion to accept the minutes for the December 20, 2022, Board Meeting.
4. Process Monitor and Timekeeper: Bill
5. Voices of the Congregation: At Gloria Kapp’s direction, Linda asked whether to sponsor a table again at the annual Harvey Milk Breakfast, and Board Members agreed to sponsor one table again this year.
6. Board Reports:
 - a. President Linda Savard: Linda submitted a written report.
 - b. 1st Vice President Bill Masco: Bill orally submitted a report.
 - c. 2nd Vice President Fran Hoag: Fran submitted a written report.
 - d. Treasurer Jerry L’Hommedieu: Jerry submitted a written report.
 - e. Secretary Bob Rancourt: Bob submitted a written report.
 - f. Director-at-Large Dave Carter: Dave submitted a written report from the

Facilities and Furnishings Committee.

g. Director-at-Large Carol McDaniel: Carol submitted a written report.

h. Minister Reverend Ian W. Riddell: Reverend Riddell submitted a written report. Rev. Riddell added that Right Relations procedures have been updated and are available for review.

7. Old Business:

a. Attitude of Gratitude: This month, the Board acted to have cards sent to: Tracey Flynn for her work with new members and visitors, including being out front each week checking people into services; the Finance Committee via Sarita Gonzales for all the members do for drafting a budget for the coming year.

8. Unfinished Business:

a. “Do the Work! An Antiracist Activity Book:” Rev. Riddell led a discussion of the beginning of the second chapter of this workbook by asking Board Members questions about their reading. Individuals reported how they define “privilege.” Rev. Riddell noted that there was a common theme of unearned (unwarranted) preference of one group over another and that privilege also helps us navigate what we don’t have. Rev. Riddell asked Board Members to have the second chapter completed and to play the game at pages 54-55 with another person by the next Board meeting.

b. Budget/Pledge Drive: Chris informed the Board about the upcoming pledge drive which will kick off on 01/29/2023. There will be testimonies speakers for the five following Sundays. In addition to raising needed church funds, the testimonials will also address the need for volunteers to keep the church running. He reported that pledge stewards have signed up and there is a need for additional stewards. Other items related to the pledge drive include:

- At the end of the drive, there will be a celebration on the church’s terrace. Chris suggested new members/friends to serve in attempt to get new volunteers;
- Pledge Drive pins image developed by Sarita was shown. It has not been decided whether to give out the pin to only those who have turned in their pledge or to everyone to instill all with the need to pledge;
- The stewards will emphasize that the new budget of \$188K is \$12K higher than the FY 21-22 budget which Jerry is now predicting a \$10K shortfall;
- Chris floated the idea that Jerry provides the names of the Top 20 donors, and they are asked to increase their pledge 10-15% (need 15% to meet the budget). Jerry and Linda felt this was not a good idea to pursue;
- Linda suggested that those who financially cannot contribute more that they

- pledge to do volunteer work;
- Linda mentioned that the board and committee members will all pledge before we start the drive to show their commitment and having a base to start with;
 - Rev Ian referenced the 01/28/2023 Bingo Day Before Kickoff;
 - Sarita will be on the terrace before and after each service to collect pledges and encourage turning in the pledges; and
 - It was suggested that the Stewards meet once the board approves the budget. It was later agreed that the budget could not be finalized until after we know what the pledges are.

Sarita then opened saying how she was disappointed when the budget was presented at 80% versus a Full Time Minister. She then walked through how the Finance Committee proposes to add a full-time minister and balance the budget which was approved by a vote of 7 to 1. On the revenue side, here is what the Finance Committee recommends:

- Do not increase the pledge drive amount as it's aggressive as it is;
- Increase the contribution of records by \$10K;
- Add two additional fund raisers like the church did prior to COVID;
- Increase Miscellaneous Operation Revenue to \$5K, noting that both Rev Ian and Jerry objected to putting anything in the budget in this category; and
- Total revenues for FY 23-24 would be \$289K.

Sarita then moved onto the Expense with the following discussed:

- Earthquake Insurance and Sarita acknowledged the work of Earl Hoover on this issue. Specifically, only 10% of churches in California have Earthquake Insurance along with less than 1% nationally. The church began purchasing this insurance in 2018 but because of rising cost, it is believed too expensive. The committee recommended discontinuing it which would result in a \$5.5K savings;
- As we would have a full-time minister, the pulpit Honoria would be significantly reduced;
- There would also be \$1.2K of miscellaneous nickel and dime expenses; and
- Regarding the Sabbatical expense for a Settled Minister, the last two budgets had money reserved of part-time ministers that was not spent. The money budgeted for them went into a reserve account should be put into another reserved account for the sabbatical.

The following was discussed after Chris and Sarita's presentations:

- Rev Ian appreciated that the budget was not all about cutting needed expenditures. Sarita acknowledged that efforts were made not to cut anything that would damage personnel or property;
- Jerry brought up his concern that if we do not meet the pledge drive, March will be a scramble to finalize the budget;
- Chris stated that the stewards will use full-time ministry as a reason for

- increased pledge amounts;
- Rev Ian recommended that the board not approve the budget until pledges are in;
- Jerry noted that regarding the FY 23-24 budget, not all committees have submitted their proposed budget; and
- Sarita recommended a pastoral letter to the congregation encouraging them to pledge.

c. Conversations with the Board: Discussions centered around providing information about the church’s goals, share policy and procedures, discuss right relations and communications. Participants talked about:

- Jane agreed with discussing policy and procedures so people know what they are;
- Jerry suggested start discussions on Right Relations and Communications;
- Jane, Walter, and Joaquin Galeano; and
- Rev. Riddell acknowledged there’s a lot going on and to review. Given the short time before the scheduled meeting, Jerry suggested that the meeting be postponed until February. Linda agreed and noted that the same people always attend and need to get more involved.

9. New Business:

a. Finance and Facilities Committee Audit: Ginger Hemingway presented her report along with her multiple pages check off sheets. If there is a “No” check – meaning not in compliance – on how they are working with the respective departments to resolve along with plans to follow-up. Jerry acknowledged what a forward step this group was, and it is something the Finance Committee can do and what a big step it is. Appreciation was given by Jerry to the Audit Subcommittee of Chris, Ginger, and Sarita. Sarita wanted to publicly acknowledge both Chris and Denise Janssen Eager for their commitment to the church even though they are only part-times residents of the desert.

b. Leadership Development: Jane Zaun and Walter Gendell jointly presented their experience in the Spiritual Leadership training. Jane noted the following:

- Out of the original 8 members, 6 completed the program developed by the staff at UUA;
- The key point is “how can they train” for leadership; and
- How can training program be updated and addressed in the strategic plan.

Walter remarked that he was going to try to summarize a seven-week program in 15 minutes. His key points include:

- How we orientate and design/sustain a loving community; maintain an idea that spiritual leadership and practice; the spirit is a birthright; can fit into right relations and a loving community;

- Walter reviewed the five practices of spiritual leadership:
 - Centering Gifts – what type of gifts brought to the church;
 - Inner Work – basically, getting in touch with your soul;
 - Tending our Traditions – living traditions/co-create of what’s yet to come;
 - Domain of Coveting – based on values/not dogma or principles; and
 - Introduction to Mission (?) – focus on purpose.

On completion, Linda asked if Walter would present at the Church Council (yes). Fran suggested this be included in a series of future sermons. Jane indicated that the group will be meet and discuss if they’d like to continue as a group. Rev. Riddell acknowledged we are trying to do a lot of things in the church and how this would work.

- c. AV Volunteers/Contractors: Rod Belshee gave an update and reviewed the issues regarding the stream in November, stating that the major issues were identified and resolved. Rod and Rob Duwors surveyed the individuals who used the stream and it was determined that only two had issues. The summary of the AV Committee meeting was reviewed and given to the Board. Of particular importance is Item 4 – Volunteers. There have been no new volunteers in the last year and several former long-term members have left. As a result, if there are no new volunteers, and if two people on the current committee are on vacation, the church will not be able to stream – potential for this March. Additionally, the church would not be able stream consistently during the summer. Jerry noted that the AV Committee has \$12K in reserve available which Rod acknowledged that this money should be used for a contractor to fine tune the system. Rev Ian acknowledge that this is important and confirmed discussion with Rod on a contractor. Barb Storms mentioned that 30% of the new attendees stated the saw us first on the stream. Discussion on attracting new AV Team Members included:
- Jane Zaun suggested the need for new volunteers should be made this Sunday service;
 - Linda suggested that we develop a show and tell;
 - Rev Ian indicated he has no issue of letting congregants know of the seriousness of this;
 - Sarita stated that we should state that we just don’t need your money, we also need your talent;
 - Fran suggested a testimonial by members on how to run a service;
 - Walter suggested that letting volunteers know that you wouldn’t be needed every Sunday and the more volunteers, the less Sundays you’d be needed; and
 - Rod noted that with the improvements we made in simplifying it, that if you can turn a knob on your radio or flip page on your electronic picture book, you could be a member.

- d. Church Council: Linda opened the discussion an introduced what to add to the

agenda. It was suggested that the budget be introduced but since all the committees have not reported their proposed budget, that might not be workable. Jerry agreed to introduce the pledge drive at the council. Jane suggested that revisions to Article 2 be presented. Rev. Riddell agreed to lead a 10-to-15-minute discussion. Walter was added to review Spiritual Leadership. Fran will get with Rod to determine if he will make an AV Needs presentation.

10. Process Monitor Report: Addressed were whether the Board stayed on topic, everyone got to contribute, and all voices were heard.

11. Extinguishing Chalice and Adjournment of Regular Board Meeting: Linda adjourned the regular Board meeting at 7:36 p.m. PST and Rev. Riddell extinguished the chalice.

12. Executive Session: Tabled.

Respectfully Submitted:



Robert L. "Bob" Rancourt, Jr.
Secretary

February 16, 2023

Approval Date

Attachments: Written Reports Addendum

Addendum to Board of Directors Regular Meeting Minutes
Written Reports of Board Members and Committees

Written Reports of Board Members and Minister:

- a. President Linda Savard's Written Report
- b. 2nd Vice President Fran Hoag's Written Report
- c. Treasurer Jerry L'Hommedieu's Written Report
- d. Secretary Bob Rancourt's Written Report
- e. Director-at-Large Carol McDaniel's Written Report
- f. Minister Rev. Ian W. Riddell's Written Report

Committee Reports:

- a. Facilities and Furnishings Committee Report
- b. Finance Committee Audit Report

a. President Linda Savard's Written Report:

Unitarian Universalist Church of the Desert
President's Board Report
January 17, 2023

Diversity, Inclusion and Belonging Ministry (DIBM)

Shirley LeMaster decided not to join the DIBM. The article written by Linda for Black History month was accepted. Fran will put it on the website and coordinate with Pam to get it into the February newsletter. Fran and Rev. Ian shared how they will organize the congregational book study of Mistakes and Miracles, the UUA Common Read. LeGrand the chair of the membership committee attended our meeting. We had a fruitful discussion on what membership is doing and agreed to stay in close contact. Sandy is leading a trip to the Cheech Museum as a way to engage the congregation in our work. More opportunities will be explored in the New Year.

Nominating Committee

The committee is actively searching for members for next year's board of directors.

Personnel

Nothing new in this area.

Hospitality

Hospitality needs additional members to organize and serve Sunday coffee hour.

Additional

I attended the January President's meeting. We discussed how individual churches are doing. One area of concern we discussed was membership. Many of the churches are in the same situation as we are, trying to bring in more families to become more multicultural. Unfortunately, no one had the magic answer to this problem.

I chaired a special congregational meeting to elect our search committee members for the contract to call process. Between absentee votes and online votes 60 members cast ballots. All nominees were accepted with a 91-100% yes vote. Shirley LeMaster will organize the first meeting of the elected members.

Over the past month, I participated in, the Covid Response team, production meetings, chalice circle, and the stewardship meeting. I continue to keep the records of those who attend Sunday service and their vaccination data. I continue to meet monthly with Rev. Ian to plan our board agenda and to discuss business of the church. I met with Jerry, Rev. Ian, and Chris Eager to work on a proposed budget for the 2023-24 fiscal year. I also attend a special finance meeting to make refinements to the proposed budget, that will be presented to the board.

Submitted by: Linda Savard, Board President

b. 2nd Vice President Fran Hoag's Written Report:

**Unitarian Universalist Church of the Desert
2nd Vice President Report
January 17, 2023**

Stewardship

The Committee planned the kickoff and finale for the pledge drive. Chris Eager, Finance Chair was present which helped coordinate activities between Finance and Stewardship. The kickoff will be a Bingo Bash on Saturday, January 28, called by no other than our illustrious Rev Ian and President Linda. Our appreciation flows out to Carol Lavoie who once again volunteered to take on organization of the Bingo Bash on such short notice. Finance has a planned series of communications and speakers at the pulpit for the drive.

The Pledge Drive ends on March 5. There will be a Cheesecake Social on the patio after the service if some time conflicts are resolved. Otherwise, it will be on March 12. We will serve cheesecake and toppings, accommodating dietary needs.

Website

I undertook a major refresh of the website with outreach in mind. I placed buttons in the header which leads to a group of pages focusing on what those new to the church might be interested in. On the simplified menu bar at the first layer is "Welcome" going to "About Us", "Getting Connected" and "Our Mission". Next to that is a group of pages "What We Do" with the second level "Social and Special Interest Groups A to Z" and "Committees A to Z". At the 3rd level are flyouts for the groups and committees that have submitted information. I have also reworded some of the text to focus on the idea that the purpose of volunteering is to have fun, get connected with others and do the work of the church (in that order).

All pages feature a new header with the contact information and the Livestream button at the top. The "Donate Now" button will be there as soon as the landing page for the button has been created. That will also be coordinated with the pages for the Pledge Drive.

The front page has been pared down and simply focuses on covid protocols, featured or current events and worship services. The Featured Events (or News in Brief) allows us more ability to focus on what is important right now, giving events like the Pledge Drive another avenue for communications.

Common Read

I have been working with Rev Ian to develop a lesson plan for a 3-session discussion of “Mistakes and Miracles”. The book discussions will occur on Mondays, February 13 - 27

Lifespan Spiritual Growth

I met with the working group to approve the book discussion of the “Untethered Soul” to be led by Kathy and Thom Gottberg.

Church Membership Software

I have continued to evaluate a database for tracking membership, volunteer interests, financial giving, engagement in worship and committee work. I have now met with representative from two vendors and am developing an assessment document from those meetings. I am guided by a Finance requirements doc and will be reaching out to current Meminfo users and to Membership for their requirements doc.

Respectfully submitted by Fran Hoag,

c. Treasurer Jerry L'Hommedieu's Written Report:

UUCOD Treasurer's Report

December 2022

As of December 31, UUCOD held deposits of \$263,177.70 which includes \$149,880.37 invested with UUA in its UUCOD Investment Fund. Of the total amount, \$204,440.83 is held in either dedicated or restricted funds. This leaves \$58,736.87 in available, unrestricted funds.

The improvement in liquidity is largely the result of a \$20,000 bequest received from the Vivian Penniman estate. The trustee has advised UUCOD that a final distribution from the estate should be received sometime in the spring of 2023.

The share value of both the MacLean Endowment Circle Fund and the UUCOD Investment Fund rebounded with both funds ending the year at virtually the same values prior to the economic downturn in July.

The December Share the Plate campaign netted \$772.31 for the Tolerance Education Center. Donations at the Christmas Eve service totaled \$1,340 with half going to the Minister's Discretionary Fund and half sent to the UUA Disaster Relief Fund.

Excluding \$20,000 from the Penniman estate and the \$7,732 gain in the value of our investments, December revenues totaled \$14,623 against expenses of \$26,445. Total expenses included \$6,810 in expenses for Share the Plate and expenses incurred for the holiday programs which were all funded by donations earmarked for those purposes.

Total year-to-date revenues are \$188,430 against a total revenue budget of \$303,097. Less than \$50,000 in pledges remain outstanding and we anticipate a shortfall in revenues of roughly \$50,000 for this fiscal year. Members of both the Finance Committee and the Board of Directors are evaluating where the current budget can be cut to avoid a deficit.

The Finance Committee and the Board of Directors are currently organizing the FY 23-24 Pledge Drive and are developing the first draft of next year's budget. The Stewardship Committee is assisting the Finance Committee by developing opening and closing activities for the Pledge Drive. The Pledge Drive will run from January 29 through March 5. Annual statements will be distributed by January 15 and staff and vendor tax documents must be completed by January 31.

Jerry L'Hommedieu
January 4, 2023

d. Secretary Bob Rancourt's Written Report:

*Monthly Report
UUCOD Secretary Bob Rancourt*

HISTORY AND ARCHIVES

- Digital archives still need to be reviewed and evaluated for assessment

SECRETARY

- The Script2Stage2Screen fictitious business name ran in the legal classifieds section of the *Desert Sun/Post Weekly* for four weeks in December 2022
 - On 01/05/2023, an affidavit of publication was executed and provided to the secretary and treasurer
 - The secretary will file the original affidavit of publication with the county Assessor-County Clerk-Recorder, upon which the F/B/N renewal process is complete
- A memorandum addressing AB 506 (revised requirements for adults working or volunteering with a youth organization effective 01/01/2022) is in progress
 - o An accompanying lobby flyer/poster is drafted
- Our annual congregational certification with the Unitarian Universalist Association (member congregations report a current certified membership number plus statistical and financial information from the previous fiscal year) is due February 1, 2023
 - o The treasurer and/or Finance Committee, the Membership Committee, and the secretary are participating and submitting the required information, so timely compliance is anticipated

e. Director-at-Large Carol McDaniel's Written Report:

I'm reporting on 2 committees:

1. Social Justice: They have continued, *Food on the First, Socks on the Second, Share the Plate* (third Sunday) and now *Formula on the Fourth* has been added. In Dec. '22 and Jan. '23, an environmental film was shown after services (more to follow). To be more involved with the Galilee Center in Mecca a volunteer sign-up list has been placed on UUCOD's Facebook page and advertised in the bulletin.

The committee's monthly meeting has moved from the second TH to the last Wed. 4-5:30 pm.

2. Audio Visual: The working group met on 1-9-23, in person @ UUCOD. In summary*, we need volunteers or there may be some blackout days especially this March &/or this Summer. While 2 volunteers were lost this year, Rev. Ian offered his help. Ways to find volunteers were discussed. We also need a "named" leader.

Also discussed was what else can be done visually/auditorily to better present our services.

The suggestions: Two more cameras, one on the sanctuary's south wall and the other on the patio AND drop-down mics for the choir.

Carol McDaniel

*full-page summary available

f. Minister Rev. Ian W. Riddell's Written Report:

Minister's Report to the UUCOD Board

January 17, 2023

The Rev. Ian W. Riddell

Hello, friends,

I do not have any introductory words for you this month, other than to remind you, as we move into this new calendar year together, that I'm grateful to be serving this ministry with you all. And that I am looking forward to the conversations and collective imagining that I hope the call process will bring us over the next months. I hope we can encourage as many people as possible to participate so that we make decisions about our ministry together going forward with all voices heard.

in peace and love

Rev. Ian

Summary Outline of the work I've been involved with for the past month. This is not an exhaustive list but is meant to give you a general idea of what I've been up to as your minister.

A. Counseling and Pastoral Care

- The Care Team met for our regular meeting on Zoom this month.
- We continue to check in and share our contacts with congregants and offer each other guidance and support in our support of congregants' needs.
- I continue to meet with congregants in need of connection and conversation by phone and Zoom and in person.
- This month, I plan to begin an annual tradition of calling all members and friends for a pastoral check in.

B. Administration, Governance, and Staff

- I continue to meet as needed with our Covid Response team and monthly with the DIB Ministry team. We welcomed new member Julie Bell this past month.
- I meet weekly with Pam Bibo to check in on work expectations and how things are going.
- I meet weekly with our choir director, Vanessa Ament, to check in on how things are going with the choir, make plans for the future, and continue to communicate about her role and our collaboration.
- The Committee on Ministry met and prepared a revision of our Right Relations Procedures (not the policy), which we are sharing with the Board this evening. Members of the CoM also volunteered to help lead the January 8 service about Beloved Community when service plans changed due to illness.
- I meet monthly with President Linda Savard and First Vice President Bill Masco to plan the agenda for the monthly Board meeting and coordinate on other issues.
- I will be preparing Vanessa Ament's annual review on the anniversary of her hiring February 1.
- I met with Linda, Jerry, and Chris to craft a first draft of our 2023-24 congregational budget.

C. Membership and Committees

- I attended the December meeting of the Membership Committee.
- I participated in the January meeting of the Stewardship Committee and participated in their conversation about features of white supremacy culture.

- I led the January meeting of the Diversity, Inclusion, and Belonging Ministry team. Leadership of the monthly meetings rotates among members. We welcomed new member Pam Maher to our team.

D. Lifespan Faith-Development

- Fran Hoag and I continue to plan for our congregational read of *Mistakes and Miracles*, a book about several congregations doing the work of dismantling racism and embracing diversity. We will be leading a discussion group three weeks in February and my February 5 service will focus on this project.

E. Worship

- We have service leaders planned through mid-March. With committee member input, I have planned the Worship Associate schedule through April and the schedule for my preaching through June.
- I continue to lead the weekly Production meetings. In our production meetings, we continue the practice of reflecting on the service the day before and noting any issues we need to address.
- I participated in a gathering of the AV volunteers at which we assessed where we are in our work, what we might do differently, our visions for possibilities, and our real need to recruit new volunteers.
- I will use connections created by Rod to reach out to a couple of AV professionals to come in and assess our system and offer us help in making it more robust, reliable, and useful.
- I led or participated in worship several times these past months:
 - Dec. 24 – Christmas Eve: Be Not Afraid with Bryna Blum as Worship Associate
 - Jan. 1 – Rise Up, O Flame: Embracing a New Year with Joni Paddock as Worship Associate
 - Jan. 8 – What Do We Mean When We Say “Beloved Community”? with Julia AlbergBurbank as Worship Associate and members of the Committee on Ministry (Joaquin Gallardo, Walter Gendell, and Jane Zaun).
- Our Christmas Eve service was a great success. A wonderful group of people almost filled out sanctuary. The choir provided two wonderful and contrasting pieces to the service and Jeff brought some beautiful music on the piano. I also worked with a small ensemble which presented a lively holiday tune! It was a great success, I think.
- Next year, Christmas Eve is on a Sunday and we will plan to be ready for two services on that day.

F. Denominational Activities

- I regularly consult with local and regional colleagues on issues affecting our congregations.

- I continue meeting monthly as a mentor to a person in the ministerial formation process for feedback, support, and context setting as they move through the credentialing process.
- I will take part in a day-long class on managing staff in these new times January 20.

G. Prophetic Outreach, Interfaith Activities, and Local Collaboration

- I am part of the Desert Interfaith Council and am Zoom host for our monthly meetings.

H. Personal and Professional Growth

- I am grateful for the vacation time that allowed me to visit with my family in Kingston, Ontario, this past week.
- I continue meeting monthly with a coach for ongoing support, learning, and accountability as I minister to the congregation in our diversity transition work. My coach is Rev. Julica Hermann de la Fuente
- I meet monthly with a small group of colleagues in our region in reflection, sharing, and collegial support and learning.
- I also meet weekly with my therapist and continue weekly Spanish lessons.

in peace and deep love



My weekly schedule is as follows:

Currently, my days off are Friday and Saturday.

Upcoming Travel Schedule:

- My next time away will be to attend a minister's retreat in Phoenix in late March.

a. Facilities and Furnishings Committee Report:

Landscaping: the gardener has been notified to wait until March or April until pruning the Palo Verde trees.

The irrigation system valve #8 had a leak in it and needed a new gasket/gardener repaired this. Dave Emerson and Rod Belshee planted 8-10 mesquite trees that were gifted to UUCOD from Katie Barrows. They are only about 2 feet high, and it was suggested that we "sell" trees (sugg. Price \$250.00) and purchase more mature trees to be placed along the Southern border of the property.

Steve replaced the light fixture in the pantry closet (thank you card to Steve for all that) other lighting fixtures including the parking lot light that is out is being addressed. The platform in the sanctuary has sprung a bounce and Steve is diagnosing the problem and repair suggestions should be made shortly by Steve to Mel.

Thank you
Mel Wilkinson
Facilities Chair

b. Finance Committee Audit Report:

AUDIT COMMITTEE REPORT TO BOARD

The audit committee met in October. Our objective is to review our procedures and where there is a finding in the application of the procedures (our practices), we will develop a corrective action plan.

We used a format that we got from the UUA website which is included with this report. We started with a review of our procedures in the area of income. The committee felt it was appropriate for one of the subcommittee members make a brief presentation to the board.

It is our intent that this is a first look at the procedures. As such we know it will require us to take our time to get it as accurate as possible.

The next audit section will be accounts payable/expenses and the audit committee will meet again at the end of March.

Finance Committee Audit team