**BOARD OF TRUSTEES**  **UNITY OF LOUISVILLE**

**March 15, 2021**

6:30 – 8:30 pm

**BOT Attended:** Chuck Fulner, Jacque Saltsman, Liz Nussbaum, Bill Kuntz, Mark Helm, Dave Fralick, William Driscoll, Rev. Valerie Mansfield

**Call to Order**: 6:43 pm by Chuck Fulner

**Opening Prayer & Meditation**: Jacque Saltsman

**Approval of Agenda:**

1. Jacque Saltsman
2. Bill Kuntz

Approved: Unanimous

**Next Steps Purchase Contract**

* Buyer is in due diligence process. Buyer is renting space and fund raising
* We just had an inspection done and Chuck, Val, Dave, and Charlotte will look at it tomorrow
* We think we will know by the end of April if buyer is able to close

**Identifying Space Needs & Opportunities**

* Need sub-committee – Bill volunteered. Chuck is going to ask Verra, Alan, and Gerry if they want to join.

**Check In**

**Approval of Minutes**:

1. Bill Kuntz
2. Jacque Saltsman

Approved: Unanimous

**Treasurer's Report**:

* See attached
* Mark has the report for the Annual Meeting ready to go

**Minister's Report**:

* See Attached

Sale of the property:

* Buyer has taken Classroom 6 over to secure leases in order to secure the loan

Looking at ways we can collaborate with Unity East:

* Ideas for committees to make to work together in different areas
* Should we live stream some from East and some from downtown?
* If we sell the building can we rent space form East?
* There are 2 Unity churches who have reunited and Val has talked to these ministers
* We think that things need to be very transparent if we are going to collaborate or unify

**Annual Meeting Prep**

* The board bios will go out tomorrow
* Scripts for the Annual Meeting will go out

**Post Covid Unity in Louisville Collaboration with East**

* About 13 people are signed up to come into the Annual Meeting 3/21
* 4/4 we will be outside at East for Easter
* Lets see what happens after Easter – the board is not ready to say that we are going to open until we can make sure the music team is comfortable. We think the end of April everybody on the team will be fully vaccinated
* 4/11 – we may want to live stream 2 weeks from downtown, 2 weeks from East. If we rotate that way we will live stream from East 4/11
* When we come back we could set up registration for people to come in on 3/28 for limited number of people, masks, no singing, temperature checks

**Fireside Chats tomorrow March 16 at 6:00**

**Adjournment**

1. **Jacque Saltsman**
2. **Co-second by William Driscoll & Bill Kuntz**

Approved: Unanimous

**Meeting end 7:50**

***HAND-OUTS***

**AGENDA
UNITY OF LOUISVILLE**

**February 15, 2021**

Board of Trustees Meeting 6:30 – 8:30 pm

**Vision Statement:**
Unity of Louisville is an inclusive, prosperous, compassionate community celebrating Oneness and infinite possibilities. **Mission Statement** We transform ourselves and the world through Love.

**Call to Order**

**Opening Prayer & Meditation**

**Approval of Agenda**

**Check In**

**Approval of Minutes**

**Minister's Report**

**Treasurer's Report**

**Temporary Shelter Outreach**

**Letter of Intent From Hope Buss**

**Post Covid Unity in Louisville Collaboration with East**

**Board Self Evaluation**

**Annual Meeting Prep**

***Adjournment and Closing Prayer***

MINISTER’S REPORT

Rev. Valerie Mansfield

March  15, 2021

**WEDDINGS, FUNERALS, CHRISTENINGS, VISITATION**

Funerals/Memorials: 0

Hospital/Visitation/Healing 0/2/1

Spiritual Direction: 1

Congregant Calls/Cards: 25/6

Weddings/Christenings/House Blessings: 0/0/0

**Worship**

* The March theme is the Healing Presence, as we move into Palm Sunday and Easter.
* Easter will be outdoors at Unity of East Louisville at 11 am. We will have a video for those who will be watching online.
* Both churches continue to have conversations regarding collaboration post Covid-19. I presented an overview of the discussion at Unity of East Louisville’s Annual meeting and will present it to our community on March 21st.

**Prayer**

* Tuesday noon Prayer and Meditation tends to have 1 to 2 folks and I am opening the church up starting in April for a hybrid prayer.
* The Lenten season discussion continues on Monday’s - Thursday’s from  9 to 9:30 am and 6:30 to 7:00
* Fillmore Prayer Circles. This is a new program for folks to be in prayer together in small groups of 10-12. We are looking to find facilitators and host for in home post Covid. Some groups may start on Zoom. I am working on the programs format and flow for the groups. These will be ongoing prayer groups and part of the plan is when a new group forms. Leaders from other groups will go to a new group. More information will be shared over the next month.

**Building Updates**

* Chuck and Dave removed the Kristy Love stuff behind the wall in the activity center.
* The prospective buyer has given us $500 to use classroom 6. This weekend we did run into a boundaries issue which I addressed with Ricco. He does have concerns about the area under one of the windows in the activity center. He and his team cleaned up in the mediation garden and put down mulch.

**ADMINISTRATIVE UPDATES**

* We moved to Quickbooks online and will complete the transfer of all the information after payroll this week. We are already using the new system for accounts payable purposes.

**SOCIAL, EDUCATION, MINISTRY TEAM UPDATES**

 **Adult Education**

* Gerry continues his Sunday morning class with an average of 25 people.
* Gwen continues her Sunday morning class with an average of 10 people.

**Youth & Family Ministry**

* We are gearing up for the joint Easter Event at Unity of East Louisville with stations and an egg hunt.

**Sacred Ministry**

* Communications Team
	+ Please send Elaine your information for the printed newsletter.

* Leah Zellers and the Clasp team have completed their work for now. The report will be emailed later today.
* Strategic Planning
	+ I sent out emails to all the leaders of each committee for an update on what the actual measurements will be for data collection and completion of the committees.  Each committee will be asked to submit a budget for the three year plan.
	+ Board Candidates are Dave Fraylick, Raamesie Umandavi, Urith Smith, Christy Hendon and Sherry Wyleta.

**Prayers/Transitions/Milestones**

* Sybil Temple continues to recover at the Louisville East Post Acute facility.
* Melba Harris continues to recover at home.
* Katharine Robinson continues to recover and is gaining strength.
* Joe Rafferty has been hospitalized at Clark Memorial.
* Dawn Middleton

I will be on vacation March 22-27.

**Unity Of Louisville, Inc**

**Balance Sheet**

As of February 28, 2021

Feb 28, 21

ASSETS

Current Assets Checking/Savings

|  |  |
| --- | --- |
| **1000 · Cash In Bank** |  |
| **1010 · General Fund Checking** | 2,960.43 |
| **1011 · Savings Account** | 378.59 |
| **1082 · Generosity Money Market Acc** | 110,911.96 |
| **1000 · Cash In Bank - Other** | -1.48 |
| **Total 1000 · Cash In Bank** | 114,249.50 |
| **Total Checking/Savings** | 114,249.50 |
| **Other Current Assets** |  |
| **1175 · Capital Campaign Assets** | -56.00 |
| **Total Other Current Assets** | -56.00 |
| **Total Current Assets** | 114,193.50 |
| **Fixed Assets** |  |
| **1500 · Land & Buildings** |  |
| **1506 · Building** | 171,000.00 |
| **1507 · Land** | 54,000.00 |
| **Total 1500 · Land & Buildings** | 225,000.00 |
| **1520 · Building Improvements** |  |
| **1525 · Bldg. Improvements - Sanctuary** | 84,970.41 |
| **1530 · Accum. Depr. Bldg. - Sanctuary** | -84,970.41 |
| **1535 · Bldg. Improvements - Roof '97** | 71,644.00 |
| **1540 · Accum. Depr.- Roof '97** | -71,644.00 |
| **1545 · Bldg. Improv. - Heat/AC - Aud.** | 29,050.01 |
| **1550 · Accum. Depr. - Heat/AC - Aud.** | -29,050.01 |
| **1560 · Bldg. Improvements-Church Off.** | 26,247.36 |
| **1565 · Accum. Depr. - Church Off.** | -26,247.36 |
| **1570 · Bldg. Improvements - Roof** | 4,684.00 |
| **1575 · Accum. Depr. Bldg Imp Roof** | -1,365.00 |
| **1585 · Church Beautification 2002** | 34,636.13 |
| **1590 · Accum. Depr. - Beaut. 2002** | -34,636.13 |
| **1600 · 2015 Building Repairs** | 23,708.85 |
| **1605 · Accum. Depr.- 2015 Bldg/ Repair** | -14,094.60 |
| **1610 · 2016 Bldg & Equipment Repairs** | 38,235.84 |
| **1615 · Accum. Depr.- 2016 Bldg/Equip R** | 5,049.96 |
| **Total 1520 · Building Improvements** | 56,219.05 |
| **1650 · Equipment & Computers** |  |
| **1655 · Equipment & Computers** | 24,029.36 |
| **1660 · Accum. Depr. - Equipment** | -24,029.36 |
| **1665 · Furnishing & Fixtures** | 13,648.84 |
| **1670 · Accum Depr- Furnishings/Fixture** | -13,648.84 |
| **Total 1650 · Equipment & Computers** | 0.00 |

Feb 28, 21

|  |  |
| --- | --- |
| **Total Fixed Assets** | 281,219.05 |
| **TOTAL ASSETS** | **395,412.55** |
| **LIABILITIES & EQUITY** |  |
| **Liabilities****Current Liabilities Accounts Payable** |  |
| **2000 · Accounts Payable** | 5,237.59 |
| **Total Accounts Payable** | 5,237.59 |
| **Other Current Liabilities** |  |
| **2100 · Payroll Liabilities Taxes 2105 · FICA Payable** |  |
| **2110 · Medicare - Company** | 108.00 |
| **2115 · Medicare - Employee** | 108.00 |
| **2120 · Social Security - Company** | 461.85 |
| **2125 · Social Security - Employee** | 461.84 |
| **Total 2105 · FICA Payable** | 1,139.69 |
| **2130 · Federal Taxes W/H** | 179.00 |
| **2135 · Kentucky Taxes W/H** | 285.29 |
| **2140 · Indiana Co. Taxes W/H** | 2.90 |
| **2145 · Indiana Taxes W/H** | 4.70 |
| **2150 · L'ville/Jeff Co. Withhold. Tax** | 145.03 |
| **2155 · Louisville City Taxes W/H** | 101.17 |
| **2167 · Co. Pd. Health Insurance** | -1,321.56 |
| **2180 · Great West Retirement Company** | 1,370.34 |
| **2181 · Great West Retirement Employee** | 3,849.02 |
| **2100 · Payroll Liabilities Taxes - Other** | 329.48 |
| **Total 2100 · Payroll Liabilities Taxes** | 6,085.06 |
| **Total Other Current Liabilities** | 6,085.06 |
| **Total Current Liabilities** | 11,322.65 |
| **Long Term Liabilities** |  |
| **2500 · Long Term Liabilities** |  |
| **2510 · Stock Yards Bank Loan** | 18,155.15 |
| **Total 2500 · Long Term Liabilities** | 18,155.15 |
| **Total Long Term Liabilities** | 18,155.15 |
| **Total Liabilities** | 29,477.80 |
| **Equity** |  |
| **3000 · Equity** |  |
| **3100 · Opening Balance Equity** | 759,798.38 |
| **Total 3000 · Equity** | 759,798.38 |
| **3900 · Retained Earnings** | -430,704.54 |

Feb 28, 21

**Net Income** 36,840.91

**Total Equity** 365,934.75

TOTAL LIABILITIES & EQUITY 395,412.55

**Unity Of Louisville, Inc**

**Profit & Loss YTD**

**February 2021**

Feb 21 Jan - Feb 21

Ordinary Income/Expense Income

4100 · Contributions

|  |  |  |  |
| --- | --- | --- | --- |
| **4105 · Sunday Contributions** | 10,563.00 |  | 21,089.46 |
| **4110 · Mail Contributions** | 755.00 |  | 755.00 |
| **4120 · Contributions from Media Source** | 366.00 |  | 366.00 |
| **4100 · Contributions - Other** | 600.00 |  | 1,225.00 |
| **Total 4100 · Contributions** | 12,284.00 |  | 23,435.46 |
| **4200 · Education Inc****4205 · Adult Class -- Split** | 1,455.00 |  | 3,245.00 |
| **4210 · Adult Class -- 100%** | 183.32 |  | 248.32 |
| **Total 4200 · Education Inc** | 1,638.32 |  | 3,493.32 |
| **4300 · Events & Programs Inc 4325 · Specified Activity** | 45.00 |  | 45.00 |
| **4335 · Outreach** | 20.00 |  | 20.00 |
| **Total 4300 · Events & Programs Inc** | 65.00 |  | 65.00 |
| **4500 · Misc. Income 4505 · Ceremonies** | 0.00 |  | 500.00 |
| **4510 · CD & Savings Interest Income** | 1.70 |  | 3.33 |
| **4515 · Checking Acct. Interest Income** | 0.03 |  | 0.08 |
| **4520 · Fundraising Income** | 96.91 |  | 289.99 |
| **4535 · Proceeds from Insurance Claim** | 197.90 |  | 197.90 |
| **4540 · 2016 Buidling Improvement Fund** | 317.79 |  | 317.79 |
| **4545 · Donated Bank Fees** | 6.00 |  | 14.00 |
| **4550 · Gain on PPP Loan Forgiveness** | 0.00 |  | 36,055.99 |
| **Total 4500 · Misc. Income** | 620.33 |  | 37,379.08 |
| **Total Income** | 14,607.65 |  | 64,372.86 |
| **Gross Profit** | 14,607.65 |  | 64,372.86 |
| **Expense****6100 · Administrative Expenses 6110 · Bank Service Charges** | 272.17 |  | 852.79 |
| **6115 · Vanco Processing Fee** | 41.13 |  | 67.17 |
| **6120 · Copier/Chargeable Copies** | 4.64 |  | 4.64 |
| **6150 · Finance & Late Charges** | 0.00 |  | 36.01 |
| **6160 · Marketing** | 110.00 |  | 125.00 |
| **6170 · Office Supplies** | 0.00 |  | 214.65 |
| **6180 · Professional Fees** | 0.00 |  | 352.72 |
| **6190 · Postage and Freight** | -13.00 |  | 87.00 |
| **6210 · Security** | 0.00 |  | 410.11 |
| **6220 · Technology Purchases & Expenses** | 633.94 |  | 908.43 |
| **Total 6100 · Administrative Expenses** | 1,048.88 |  | 3,058.52 |
| **6300 · Education Exp 6310 · Adult Classes** | 0.00 |  | 1,652.50 |
| **Total 6300 · Education Exp** | 0.00 |  | 1,652.50 |
| **6500 · Insurance Expense 6510 · Building Insurance** | 1,566.50 |  | 1,566.50 |
| **6520 · Worker's Comp Ins** | 158.63 |  | 158.63 |
| **Total 6500 · Insurance Expense** | 1,725.13 |  | 1,725.13 |
| **6600 · Maintenance & Repairs Expenses** |  |  |  |
| **6610 · Bldg-Grounds Maintenance** | 349.00 |  | 1,178.10 |
| **6620 · Contractual Services** | 0.00 |  | 149.00 |
| **6640 · Supplies** | 41.17 |  | 183.57 |
| **Total 6600 · Maintenance & Repairs Expenses** | 390.17 |  | 1,510.67 |
| **6800 · Payroll Expenses** |  |  |  |
| **6830 · Custodial Payroll** | 1,060.80 |  | 2,421.60 |
| **6860 · Employee Health Insurance** | 1,183.86 |  | 2,444.70 |
| **6900 · Minister, Senior** | 4,307.68 |  | 8,615.36 |
| **6910 · Office Asst Payroll** | 1,135.75 |  | 2,474.13 |
| **6916 · PPP Loan Interest Expense** | 0.00 |  | 255.99 |
| **6930 · Youth & Family Coord Payroll** | 143.00 |  | 299.00 |
| **6931 · Youth & Family Director** | 1,050.00 |  | 1,972.50 |
| **6940 · Music Director Payroll** | 2,384.62 |  | 4,769.24 |
| **6943 · Great West Pension** | 200.78 |  | 401.56 |
| **6800 · Payroll Expenses - Other** | 0.00 |  | 55.35 |
| **Total 6800 · Payroll Expenses** | 11,466.49 |  | 23,709.43 |
| **7000 · Taxes** |  |  |  |
| **7005 · Payroll Taxes****7010 · Medicare Expense - Company** | 108.59 |  | 222.84 |
| **7020 · Social Security Exp. - Company** | 464.35 |  | 952.88 |
| **7030 · Other** | 0.00 |  | 21.13 |
| **Total 7005 · Payroll Taxes** | 572.94 |  | 1,196.85 |
| **Total 7000 · Taxes** | 572.94 |  | 1,196.85 |
| **7300 · Utilities Expense** |  |  |  |
| **7320 · Gas & Electric** | 1,091.54 |  | 4,970.86 |
| **7330 · Telephone Service** | 0.00 |  | 261.03 |
| **7340 · Water** | 0.00 |  | 302.31 |
| **Total 7300 · Utilities Expense** | 1,091.54 |  | 5,534.20 |
| **7500 · Worship & Services Expenses** |  |  |  |
| **7520 · Guest Speaker Honorarium** | 150.00 |  | 375.00 |
| **7540 · Musicians & Performers** | 450.00 |  | 1,225.00 |
| **Total 7500 · Worship & Services Expenses** | 600.00 |  | 1,600.00 |
| **7600 · Youth & Family Svcs. Expenses** |  |  |  |
| **7620 · Food** | 50.50 |  | 50.50 |
| **Total 7600 · Youth & Family Svcs. Expenses** | 50.50 |  | 50.50 |
| **7999 · Uncategorized Expenses** | 0.00 |  | 0.00 |
| **Total Expense** | 16,945.65 |  | 40,037.80 |
| **Net Ordinary Income** | -2,338.00 |  | 24,335.06 |
| **Other Income/Expense** |  |  |  |
| **Other Income****8800 · Income From Other Sources****8815 · Unity of Louis. Foundation Inc.** | 2,000.00 |  | 2,000.00 |
| **8910 · Generosity Initative Income** | 9,888.20 |  | 10,714.20 |
| **Total 8800 · Income From Other Sources** | 11,888.20 |  | 12,714.20 |
| **Total Other Income** | 11,888.20 |  | 12,714.20 |
| **Other Expense** |  |  |  |
| **9500 · Other Expense** |  |  |  |
| **9530 · SYB Loan Interest** | 93.62 |  | 178.35 |
| **Total 9500 · Other Expense** |  | 93.62 | 178.35 |
| **Feb 21** | **Jan - Feb 21** |
| **9800 · Depreciation Expense 9845 · Roof Repair** | 15.00 |  |  | 30.00 |  |
| **Total 9800 · Depreciation Expense** |  | 15.00 |  |  | 30.00 |
| **Total Other Expense** | 108.62 |  | 208.35 |
| **Net Other Income** | 11,779.58 |  | 12,505.85 |
| **Net Income** | **9,441.58** |  | **36,840.91** |