

SUNDAY Q&A: August 13, 2023

IN THE LAST 30 DAYS THE BOARD HAS...

- Financial recap. As of June...
 - Cash flow – Continue to hold our own (cash flow) thanks to expense management and vacant positions.
 - Income – lower than budgeted ~\$20,000; comprised mostly of love offerings (\$14,800) and fundraising (\$7,600).
 - Expense – lower than budgeted by \$12,600. Continue to draw down Operating account balance to cover shortfall.
 - Operating account = \$21,600 (includes accounts payable)
 - Capital funds = \$31,000
 - Prudent Reserve = \$14,800.
 - Operating and Prudent Reserve funds = approximately 1.5 months budget. Goal = 3 months operating exp. in liquid accounts.
- Minister Recruitment:
 - **Thank you** volunteers and participants for a successful candidate weekend with Rev. Charles!
 - The Board dinner went smoothly and community feedback was very positive!
 - Speaker: 47 responded. 92% = 9 (very high) or 10 (excellent); 96% (45) would like to hear him again.
 - Workshop: 22 responded. 100% = 9 (very high) or 10 (excellent); 100% (22) would take another workshop.
- Board agreed to postpone Day 2 retreat set for Sept 10. Timing didn't feel right.
- Appointed and Ratified New Committees:
 - Tithing Committee: Minister, Center Administrator, Treasurer, Member. Will operate in accordance with Tithe policy and report to Board on monthly basis through the Treasurer.
 - **FUN**raising Committee: Forming with new members in September. Learning from UWM's new "Let's Grow Together" learning series. Will be accountable for both small and large fundraising efforts.
- Governance Committee (meets 1-2 times per month):
 - Committee is completing policy manual content and reviewing the entire document now. Hope to submitted to Board in the next 60 days. This will be a holistic ministry policy manual (what we have now is focused on Board operations and stewardship). Once approved, the Board the Governance Committee will hold public sessions for the community to learn more. Sneak peek of table of contents is on backside of this handout.
- Recognition and Considerations
 - Big **thank you** to Lisa Singer and all involved in the COVID Remembrance event on August 6.
 - Landscaping team... **Great work** on the groundwork for the labrinyth!
 - Unity Worldwide Ministries class on prayer – On-line Oct 4, 11, 18, 25 (5:00 – 7:00 pm PDT)
 - **August Board meeting = August 22; September Q&A = September 10**

In Partnership: WHAT BOARD NEEDS FROM COMMUNITY

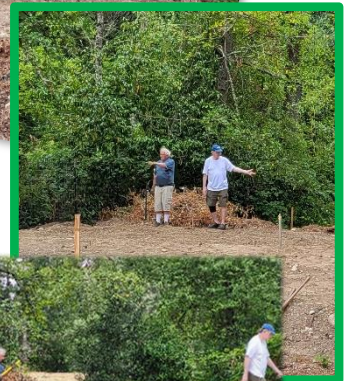
- Include in your daily affirmations: UOB is abundant, prosperous, and thriving.
- Prayers for ease and joy in contract negotiations with Rev. Charles.

In Partnership: WHAT COMMUNITY NEEDS FROM BOARD (Q&A)

- In person: Step up to the microphone (this allows those on-line to hear better).
- On-line: Post questions in chat. Monica will read for you.



Q&A recordings: Posted to UOB website under "about us" and "our board".
Board e-mail: <https://www.unityofbellevue.org/board>



DRAFT of New Policy Manual Table of Contents:

1.0 Policy Manual Guidance and True North Policies .	8.0 Finance & Stewardship.....
1.1 Purpose.....	8.1 Blanket Approval for Operational Expenses.
1.2 Scope.....	8.2 Annual Financial Plan.
1.3 Intent.....	8.3 Disbursements
1.4 True North Policies.....	8.4 Interest Bearing Accounts
2.0 Employment Related.....	8.5 Memorial Funds
2.1 General Employment Policies	8.6 Special Purpose Funds.
2.2 Safety and Health.....	8.7 Sample Income and Expense Statement.....
2.3 Employee Types, Classification, and Eligibility.	8.8 Budget Worksheet for Personnel Expenses
2.4 Employment Practices.....	8.9 General Fund.....
2.5 Employee Conduct	8.10 Revenues.....
2.6 Compensation	8.11 Expenditures
2.7 Benefits	8.12 Tithing
2.8 Absences	8.13 Prudent Reserve.....
2.9 Recruitment, Interviewing, and Selection.....	8.14 Financial Review Team.....
2.10 Contracting and Offers.....	8.15 Independent CPA Examination
2.11 Orientation.....	8.16 Budgeting Process.....
2.12 Personnel Records	8.17 Budget Timing.
2.13 Personal Development.....	8.18 Financial Reporting
2.14 Performance Management	8.19 Planned Giving Program Policies and Guidelines ...
3.0 Operations	8.20 Endowment Fund Team Policies and Guidelines ...
3.1 Property / Facility / Grounds.....	9.0 Board of Trustee Operations
3.2 Outreach	9.1 Introduction
3.3 Income	9.2 Board Member Selection Process & Election.....
3.4 General Policies Related to Center Activities.....	9.3 New Board Member Onboarding.....
4.0 Ministries & Spiritual Development.....	9.4 Officer Accountabilities.....
4.1 Spiritual Development	9.5 General Board Responsibilities.
4.2 Ministries	9.6 Employment of Minister.
5.0 Membership.....	9.7 Relationships.....
5.1 Membership Information.....	9.8 Duties
5.2 Membership Renewal.	9.9 Meetings & Quorums.....
5.3 New Member orientation / classes.....	9.10 General Board Policies
5.4 New Member Requirements.....	10.0 APPENDICES
6.0 Fellowship.....	
6.1 Affinity Groups	
7.0 Committees.....	
7.1 Committee Operation and Membership.....	
7.2 Nomination Committee	
7.3 Ministerial Search Committee	
7.4 Finance Committee.....	