

**Unity of Fort Collins
Council Meeting Minutes
Sunday, May 26, 2024 — 11:30 a.m.**

Council Members present: Anne Hudgens, Nina Kunze, Mike Hawes, Dennis Gibson

Staff present: Jim Yeaw, Sharon Bush

Others Present: Michael Gornik, Susan Cohen, both from Polestar Gardens

Everyone introduced themselves so Michael and Susan had a better sense of who council members are. Susan began by giving an overview of the Montessori system of beliefs, which fits nicely with Unity's.

Preschool Proposal:

Julie forwarded documents regarding the Preschool Proposal to council members for review ahead of time, which are attached. Michael and Susan met with the Support Team last Wednesday to discuss, and the team, along with Courtney, feel ready to put forth the proposal for a final recommendation from the council.

- To clarify, Polestar Gardens is an educational nonprofit organization, and not associated with Yogananda, the organization that Anisha had a negative experience with.
- Space use was an issue to work through. The use of closet space still needs to be resolved.
- Julie has spent lots of time figuring out cost sharing of utilities and maintenance costs to come up with a fair distribution of costs. Utility costs may need to be adjusted in the future, and Polestar is open to having them adjusted if needed.
- The Montessori system uses shelves on wheels that need to be kept totally separate from Unity activities. Susan has measured the shelves and they would require about $\frac{3}{4}$ of the big closet adjacent to the Friendship room on weekends. This means we will need to find a home for the supplies etc. currently kept in that closet.
- The Support Team walked around and looked at potential storage spaces in the building. There are several closets and cabinets that are possibilities for replacement storage. It will take some purging and reorganization, but people feel that it is possible to reorganize and make it work.
- When memorial services happen on Saturdays, the mechanics of setting up the Friendship room will be tricky. Susan volunteered that they could help bring out tables for Unity ahead of time when they are notified that a service is scheduled for that week.

- Polestar is aware that it is a favor and grateful that Unity is willing to begin charging rent at \$100 per child. The number of children who enroll is unknown, but Susan has opened a dozen Montessori preschools in various states, and has never had to advertise. Demand is high for Montessori education and the schools in Fort Collins are all full with waiting lists. The other Montessori schools in Fort Collins are on the south side and in central Fort Collins, so the north side location is ideal. In the past when Susan opened schools, if enrollments were full in a town, she had full enrollment right away often, or when not, she started with 9 students or so and built from there throughout the year.
- Liability insurance: Unity is unable to get more liability insurance than \$1 million per occurrence and \$3 million aggregate (total per year). Jim has tried to get rates from Church Mutual for an Umbrella policy for additional liability coverage, but they have not gotten back to him after he left several messages. The preschool must have their own insurance, as Church Mutual will not cover the preschool. Susan will follow up and find out what kind of insurance coverage other preschools are getting to get a feel for the industry standard, and Michael will find out more about Polestar's umbrella policy. Council members are concerned that \$1 million per occurrence may not be enough, due to the high cost of medical care should an accident occur.
- Cleaning Regimen: The Montessori philosophy is to clean the spaces every day, and even the children get involved, and teachers clean too. Unity's cleaner will not need to clean the spaces used by the preschool.
- The name they have chosen is Polestar Gardens Montessori. The entry door will be through the welcome room. School hours will be from 9-3 M-F, and teachers will arrive at 8. No after-school care will be offered.
- Polestar is proposing a wooden sign on the gable end (west side) of the building exterior, facing the parking lot, with a pastoral scene that says Polestar Gardens Montessori. The city of FC will require a permit which Polestar will obtain.
- The proposed time frame for the preschool is two years, until moving to their own campus. Unity would have the potential for continuing the Montessori school if there is interest.
- Check-ins with council: will happen monthly at the council meeting. Susan can attend the beginning of each meeting to discuss any issues and give council an update.

Susan and Michael then left the meeting.

Dennis suggested putting an announcement out to the community with details of the preschool proposal, and to set up an information meeting with Polestar attending so that people can ask questions.

REPORTS:

Facilities: The Pride event and the annual garage sale are both scheduled for June 29. Someone will ask Leane if she wants to reschedule the garage sale to avoid a conflict.

Finance: Leane and Gerald need to go to the bank to change the signers on the account.

Courtney will be added so that she can sign when Anne is gone to semester at sea this fall.

Support: Will begin brainstorming about prosperity.

YFM: The team building a teen program will be holding space this month and next for teens to begin attending. They will begin to make some connections in the community and plan activities that appeal to teens.

Marketing: The publicity chart Jim created was discussed. It's a general guideline but there will sometimes be exceptions and Julie is empowered to use her judgment as to when to make exceptions.

Annual Picnic: scheduled for August 25, which conflicts with the council meeting, so the August council meeting will be moved to August 18.

Respectfully submitted,
Nina Kunze

Items for Council Decisions and Discussion – Council Meeting - May 26, 2024

1. Montessori Preschool
2. Publicity Policy
3. Team Reports
4. Readings
5. Other?

Team Reports

1. Chaplains: The Chaplain Team had one Chaplain leave the team, due to a legal problem that makes it impossible for him to be present here at Unity. The congregants on his list were easily assigned to another Chaplain.
2. Facilities/EarthCare Team:

- We continue to adjust activities and communications since Jim Weimar volunteered to take on coordination of outdoor tasks. We are grateful for his efforts and dedication.
- Volunteers helped with indoor projects on 4/20 to reconfigure YFM spaces as requested by Nancy Hughes. The big closet at the back of the Friendship Room is still being organized. A significant amount of items were set aside for the Unity Yard Sale. Most of the extra brown chairs are now being stored in the small "hallway" between the sanctuary and east side rooms.
- A successful Outdoor Cleanup Day was held on 5/11 (after being rescheduled from 4/20 due to weather). Approximately a dozen volunteers helped clean up the Unity grounds, particularly in the front in preparation for the xeriscape project.
- Leane Gabel donated a used shed which Gerald Gates and Jim Weimer are modifying for use on the west side of the parking lot to hold garbage and recycling bins. We need to ensure the bins can be easily moved for pickup after snowfalls.
- The EarthCare Green Team submitted a Green Star application to UWM on 5/10.
- Shelly Sanderson from the Green Team attended a training and will complete the Energy Benchmark required by the City of Fort Collins prior to the end of May.
- The yard sale is scheduled for 6/29. Leane will coordinate donations, use of space, posters, signup sheets, etc. in conjunction with other Teams at Unity.

3. Finance Report from Sharon:

The Finance Team is going ahead with the process to obtain a church credit card. This should be completed in the next few weeks, and then the debit card will be cancelled. The operating income was actually a loss for the four months ending on April 30, 2024. It was a (\$1,222.08) loss.

4. Marketing and Communication: No Report

5. Outreach Team:

UIP provided an update on April 2024 trip to La Bendición after service on Sunday, May 19th. The UIP council will be evaluating options to fund an additional teacher in La Bendición.

6. Social/Connection Team:

Walking group met twice in May. Will Moore will determine by response how often they will meet.

Drumming group continues 3rd Thursday eve.

We're asking Outreach how we can help for Salad for the Soul in June.

Movie night continues on the second Friday night in June with the Milagro Bean Field Wars

Book Club/Dinner Group had a good response (18) to first book and have needed to limit the number attending to 18. We will not announce it further unless there is more space available. We will meet again on July 12th.

Tues. Talk & Tea @Ten continues once a month. We're trying to find more folks that are willing to host.

Marketplace needs more events/services before we can open it for sales of events and services.

We will be seeing who might be interested and what times work best for card making by passing the clipboard at service. Maybe we could make some for the pride event.

The Annual Picnic will be August 25th. (Does Council Meeting need to shift?)

7. Technology: No Report
8. Teen Sponsors: No Report
9. Welcome Team: No Report
10. Youth and Family:

Our Unity Youth Team meeting was held on Thursday, May 16, at Unity. A team retreat was held at Unity on Saturday, April 27th. Curriculum for 3rd and 4th quarter 2024 were generated along with an overview of how we see the program going and what adjustments we could see for the near future. We invite all volunteers interested in supporting our youth program with their talents to join our team.

2nd quarter curriculum: Our 2nd quarter curriculum for May has been "Being Present". We have had "stomping" good time with this unit... Thanks to JoEllen Fulton

June – Prayer Anisha/Nancy

Polestar & Unity Kids' Summer Camp 2024: The scheduled dates are June 10-14, July 15-19, and August 5 – 9. Camp will be held on the Polestar property Monday – Thursday and Unity each Friday. This is a great opportunity for Unity to promote our Youth Program.

Family Night May – October, 2024 3rd Friday of each month

- May 17th 6-8pm Polestar Gardens – cookout/baseball game
- June 21st 6-8pm Home of Kurt and Denise Johnson – cookout/games/trampoline/Leif's fort
- July 19th 6-8pm City Park – Swimming/picnic

- Aug 16th 6-8pm Farm of John and Anisha Kuhn – on hold until further notice.
- Sept 20th 6-8pm Unity – cookout/soccer/corn hole
- Oct 18th 6-8pm Unity – Halloween Party

Classes for summer are going to be held outdoors...weather permitting. Depending on attendance, we will possibly be combining the pre-school and elementary ages when outdoors.

11. Support/Service Team:

Rev. Sharon's Report:

I had a counseling appointment with one congregant this month.

The landscape team met with the woman that created the landscaping plan for the front yard. Her payment will be paid from a \$4500.00 grant, that was received for consultants. If we don't use all of the \$4500.00, we will have to refund the remaining funds.

Jim Weimer has submitted the landscape plan to the City of Fort Collins for approval. Work will begin to remove the lawn and do the basics needed to prepare the site for rocks and plants. All of the plants that will be place are native to Colorado. Jim has also applied for another grant to cover plants.

I won a drawing held by Unity South Central Region to attend the Unity Convention. Jim and I had not planned to go because we didn't want to create an expense for the Church. With winning my registration fee, I felt that we should attend, so we can attend some workshops, interact with other ministers, and catch up on UWM business. The total remaining expense will be about \$2,500. There will be a memorial for Rev. Michael Moran, the Unity minister who married us and was our sponsoring minister to Unity Seminary. We will be gone from Sunday, June 16th to Friday June 21st.

Rev. Jim's Report:

Besides regular meetings, services, and classes I have been engaged in helping the Support/Service team in looking at two situations at Unity Fort Collins:

Possible rental of space for a Polestar Preschool. This potentially will be a continued discussion and the Support/Service team will be prepared to make a recommendation to the council.

We have been engaged in a continued discussion regarding types and frequency of publicity given to various types of events at UFC. This is a decision that is carefully balanced to emphasize our own events, but also is aware of the needs of presenters and renters as well as the congregation's need to know. A chart is attached for your questions and comment.

A question arose regarding the role of ministers in working with teams and the role of the council. As written and based on my understanding:

The Council is responsible for all HR functions (Hiring, Termination, and Compensation). In addition, amongst other duties listed in the bylaws, the Council is engaged in conflict resolution in the community.

Ministers are engaged in day-to-day operations as they coach, advise, and encourage teams. For the most part they seek consensus with the team members and the team leader, allowing the team leader to carry forth the decisions of the teams. Teams should seek the advice and counsel, as needed, of the ministers to facilitate this process. Minister affiliation with teams currently is set as follows:

Rev. Sharon - Chaplains, Connections, Facilities, Finance, Support

Rev. Jim - Marketing, Outreach, Support, Technology, Welcome, Youth

Office Report:

There are two upcoming Memorial services at Unity on May 25 and June 1. The Friendship room has been set up for the receptions after both. Kirtan will now be happening on the Polestar Gardens land for the summer. After Anisha's stroke, I created a sign up for a meal train for the Kuhn family. The piano was tuned on May 14th. I will be gone May 24th-27th, and I will be taking a vacation July 6-14. I will find volunteers to be in the office while I'm gone. Question – I see the Connections Team set the Annual Picnic for August 25th. That is the same day as the Council Meeting, and Rev. Sharon asked that no other events conflict with Council Meetings. Should the picnic or the meeting shift dates?

Attendance Report:

Date	Adults	YFM Kids	Teens	Under 2 yrs	YouTube Totals
4/21/2024	79	6	2	0	60
4/28/2024	74	7	1	1	82
5/5/2024	77	9	2	1	84
5/12/2024	90	6	1	1	54
5/19/2024	74	6	2	0	66