

**Unity of Fort Collins
Council Meeting Minutes
Sunday, April 28, 2024 — 11:30 a.m.**

Council Members present: Anne Hudgens, Nina Kunze, Mike Hawes, Anisha Kuhn, Dave Johnson, Dennis Gibson

Staff present: Jim Yeaw, Sharon Bush, Julie Schoenbauer

Sharon prayed us in, and each person present shared a gratitude.

Anne asked everyone to review the team reports and if there were additional comments.

Marketing/Communication:

--Dave Johnson has joined the marketing team, and he is willing to learn to help with flyers and social media. He is comfortable with technology and will be an asset to the team.

--Nina shared that her goal is to reduce the amount of time she spends on the computer at home with Unity marketing projects since the demand has been heavy for a long time, and she has other goals she wants to spend time on. We still need to bring others onto the marketing team.

--Messages on our outdoor sign, the bulletin and newsletter were discussed. Because of the increasing number of events, it is important to give Unity events top billing, and to only advertise Unity events when there is very limited space, such as on the outdoor sign and in the bulletin.

Outreach: The team recently returned from a service trip to Guatemala, and are excited to share what took place. They will schedule a slide show after Sunday service in May.

Connectons: The Marketplace event is starting earlier this year. They would like to begin planning for the annual picnic, and asked council to set a date. The group determined that the team should set the date for sometime in late August.

YFM:

--Teen sponsors are holding space for teens to come to the new program. They understand it is a possibility that no teens will show up for the Ice Cream Social on May 5, but they are taking the attitude that “if you build it, they will come.”

--Mike brought up fundraising for the teens, and Sharon clarified how that will be handled on the books.

--A YFM Team retreat was held yesterday, and 6-7 people attended. Anisha commented that Nancy Hughes has great energy and enthusiasm for the program, and she is a real blessing.

Office: Julie clarified that the check fraud involving the Hour For Peace check was a Wells Fargo bank issued check that was cashed without an endorsement. If Hour For Peace isn't able to resolve it, Wells Fargo should take responsibility for the fraud.

Xeriscape Plan: The permit with the City of Ft Collins for the landscape upgrades in the front will be good for two years. There is money in the budget for this project, and there will also be a fundraising effort where congregants will have a chance to contribute by buying a plant for the project. The grant money is coming. The team will start with the side where the pine tree was removed. The rendering of the landscape plan was passed around and everyone agreed it looked great.

Preschool Proposal:

Since we last discussed the proposal, Jim looked at lease agreements between churches and preschools, and developed a lease agreement for a period of one year. Courtney reviewed it, and Jim also gave it to an attorney who is a member of our community to review, who said it was a solid lease agreement. A copy of the draft lease agreement was distributed to council members.

The team met with Susan Cohn last week. Julie estimated utility cost increases. Polestar will be responsible for additional utilities, and they are open to paying more if costs increase more than expected. Susan did not have the projected numbers ready yet, so council members will have to review them and the completed lease document via email, and if the discussion is too complicated for email, a special council meeting will be called.

Anisha raised her concern about the Polestar community, based on her family's bad experience. She feels good about the decision to keep the preschool separate from Unity.

Jim called Church Mutual and received clarification that medical coverage for the staff and children of the preschool will not be part of our coverage, that Polestar will have to obtain their own insurance coverage, including 1 million liability.

Jim also clarified that if council approves the preschool as a ministry of the church then there is no tax liability. If not, there will be.

Unity Events vs. Non-Unity Events:

Council then entered a lengthy discussion of how to differentiate between events held at Unity that are part of Unity, and outside events held at Unity. This can be a very grey area, and we discussed how to differentiate events. A clarifying document is needed, and Jim volunteered to take the lead on this. This led into a discussion of what is covered on our insurance policy, and Jim said that anytime we lease the building for an outside event, it is not covered on our insurance policy. This would apply even to weddings and funerals when neither Jim or Sharon are officiating. Jim will call Church Mutual to get clarification on our coverage. This issue has two parts: How we advertise upcoming events, and how we differentiate what is a Unity event and an outside event, which leads into the second part—which events would be covered under our Church Mutual policy? Julie said that demand is rising for building use rental, and she needs to know what to tell folks.

The Service Team will work on this, and Mike Hawes and Nina will attend the meeting on Wednesday May 8 to discuss it.

Respectfully submitted,
Nina Kunze

Items for Council Decisions and Discussion – Council Meeting

April 28, 2024

1. Open Meeting & Review Team Reports
2. Xeriscape Plan
3. Preschool Proposal
4. Readings
5. Other?

April Team Reports

1. Chaplains: The Chaplain Team had one Chaplain leave the team and the congregants on her list were easily assigned to other Chaplains.
2. Facilities/EarthCare Team:
 - Jim Weimar continues to plan the xeriscaping project for the front yard.
 - The diseased chokecherry tree near the front door was removed on 4/17/24.
 - An outdoor cleanup day scheduled for 4/20/24 had to be postponed due to weather. It has been rescheduled to 5/11/24.
 - The indoor cleanup took place on 4/20/24, and consisted of tasks to support YFM changes (locations and uses of rooms), closet clearing, and better utilization of some storage space.
 - We appreciate Dennis Gibson and Jim Weimar for repairing the section of playground fence that blew down in the last windstorm.
 - Leane confirmed that Dan with Red Dog Lawn Care will be our mowing contractor again this year, with no price increase. We'd like to try for a "no-mow May" but we'll see what spring brings us.
3. Finance Report from Sharon:

A new Finance Team has been formed. Leane Gabel has stepped down from this team to focus on more balance in her life. We had a meeting with Scott Kunze, Mike Hawes, Dennis Gibson, and me on April 23, 2024. During this meeting, we discussed canceling the Church Debit Card and applying for a Church Credit Card. Scott Kunze has a good relationship with First National Bank, so he will look into obtaining a credit card for the Church. Scott is also very familiar with QuickBooks online and is willing to be a backup for us if for some reason Barbara, our contract bookkeeper, is unavailable. We reviewed the March 31, 2024 Financial Reports and I explained what each account represents and how the interfacing to the Balance Sheets works.
4. Marketing and Communication: No Report
5. Outreach Team: No Report
6. Social/Connection Team:
 - The Social Connections Team plans to launch Marketplace at the end of April, beginning of May (soon).
 - They would like the Council to give them a date for the annual picnic. (They are hoping to schedule a potluck each quarter.)

- They have started up a book/dinner club, and are continuing the drumming, walking group, tea and talk and movie night. Participation at movie night, tea and talk, and card making have been quite light. Drumming circle is gathering many participants. I heard there were twenty people at one of them. Lil says that even when there is just a small number of participants at an event, the people seem to be enjoying getting to know one another.
- Creativity team (sub-team of SC) - Elise, Jo Ellen and I started a creativity team which is a subset of the SC Team. We are taking it slow. We have an ongoing creative project, a spiritually themed musical. We hope to write it, and with the help of our Unity community, to create the set, cast it, and perform it here at Unity. We do not have a set date for performance as it is too soon in the process.

7. Technology: No Report

8. Teen Sponsors Report:

- Our UFC Teen Sponsors, Mike, Camina, Doug, Lisa, Steph and Anisha, have been meeting regularly to build the foundation of a UFC teen program.
- Sponsors have felt an urgency from parents, to have something in place asap for their teen family members. With Jim's wisdom and inspiration to "jump in" and create policy and procedures in flow with the process, the team has been able to expedite the start date. Making the decision to start the program on campus and delaying off campus field trips and the legal steps required for drivers, helped move the start date up.
- Teen sponsors are happy to report the launching of UFC's teen program beginning Sunday, May 5th. They are hosting a celebration of this important step, with an ice cream sundae gathering and fundraiser for the UFC congregation following the May 5th Sunday service.
- The number of teen participants is currently unknown. Sponsors plan to hold space for the teens whether the number of teens in the early stages of the program is 0 or 10.
- With the help of volunteers last weekend, the room next to the Myrtle room, that was the nursery, is now the teen meeting room.
- The team is in the midst of background checks, as well as completing legal requirements for becoming drivers on field trips.
- In pairs, sponsors will be taking turns being present with the teens during Sunday services. Camina and Doug will work together, Steph and Lisa, and Mike and Anisha.
- Sponsors are in the process of brainstorming and creating a flexible structure for the Sunday teen gathering time, as well as policies, procedures, and an overall mission statement.

9. Welcome Team: No Report

10. Youth and Family:

Our Unity Youth Team meeting was held on Thursday, March 21, at Unity. A team retreat is being held at Unity on Saturday, April 27th 9:30 am – 1:30 pm. We will be discussing curriculum ideas for 3rd and 4th

quarter 2024 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: April: Foundation Stones

Our 2nd quarter has started with a wonderful program headed by Susan Cohn and Joe Cohn. They are amazing teachers, and the classroom has been full of energy with deep conversations and fun projects. Such a joy to watch! This is why we do what we do.

May – Being Present JoEllen/Nancy

June – Prayer Anisha/Nancy

Classroom changes

Thanks to all the support, the discussed classroom changes have been made. The Elementary age children 6-11 are in the Friendship Room and Infants and toddlers up to 5 are in the Sunshine Room. This change is working well for the groups... especially the elementary age, because of the space to truly get into our group discussions without the detraction of the younger aged children. Preschool age children are freer to be themselves as well. A Pack N Play for infants was purchased. This has already proven to be a worthy investment.

Our teens are meeting in the room next to the Myrtle Room. Our first teen gathering will be held on Sunday, May 5th. We are excited about this new level of growth to our program!

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 – cookout & games

Sept 20th 6-8pm Unity – cookout/soccer/corn hole

Oct 18th 6-8pm Unity – Halloween Party

10. Support/Service Team:

Rev. Sharon's Report: Easter Sunday was an amazing service. We had about 140 folks in the sanctuary and 164 folks on the live streaming. The music was joyful and beautiful.

Since the previous report on March 18, 2024 the service team has speakers to speak for all the Sundays to the end of July.

I have had counseling appointments with five congregants. Two congregants met with me in person and the other three were over the telephone.

The landscape sub team had the large tree in the front yard removed because it was infected with bugs. Jim Weimer has applied for grants to pay to have a plan created and a sprinkler system plan done. There is a possibility of a grant from Unity of Fort Collins if we plant xeriscape plants.

Rev. Jim’s Report:

As evidenced by the many events, announcements, activities and meetings, Unity of Fort Collins is engaged, growing and prospering. This is evidenced by the plethora of volunteers that contribute mightily and in little ways to all that is.

Our latest affirmative activity is to provide for our teenagers on Sunday Mornings. We have three sets of volunteers and hope for another to engage teens in their program of spiritual growth, May 5 is the target date to begin. However, this announcement, and other announcements, appear in the respective team reports.

I always desire the observations of our Council as you participate in or observe our Unity community.

Office Report:

New building use requests come in each week for both existing and new groups. Building use income is increasing and there are many good things happening in our spaces. I have filed a number of annual reports lately: The UWM Ministry Report, the State of Colorado Periodic Report, and the Tax Exempt Property Report. Our Zoom account just renewed, and I utilized a coupon through Tech Soup to get us a 50% discount. I also secured a free Business Premium Office 365 subscription through a Microsoft non-profit grant. Nancy Rehe & I carefully went through all the music and lyrics in the old music desk to clean out the area for chair storage. We kept some pertinent music that the choir and musicians currently sing. The rest of the music was donated to the music department at Rocky Mountain HS. I have gathered utility pricing information and room sizes to calculate estimated utility and maintenance costs for the potential preschool. I have also continually been working with The Hour for Peace to recover the money owed to Unity in the check fraud situation.

Attendance Report:

Date	Adults	YFM Kids	Teens	Under 2 yrs	YouTub e Totals
3/17/2024	67	5	3	0	69
3/24/2024	73	4	1	1	36
3/31/2024	123	15	5	1	217
4/7/2024	60	5	2	0	44
4/14/2024	66	4	0	1	73
4/21/2024	79	6	2	0	37

