Congregation Meeting

May 19, 2013

Agenda

- Life Cycles
- Q1 Financial Recap
- Minister Selection Process Update
- Mission Statement
- Long Term Focus Areas
- Short Term Goals
- Short Term Goals – Progress
- Asset Overview
- Short Term Goals – Capital Costs
- Questions / Feedback

Life Cycles

• **Birth**	High expenses / no income
• **Young Adult**	Lowest-earning income / No assets / Loans for significant expenses
• **Young Family**	Expenses > Income / Take on debt to acquire assets
• **Mature Family**	Income > Expenses / Build assets, reduce debt
• **Empty Nesters**	Highest level of disposable income
• **Retirees**	Fixed income, Draw on assets (liquefy if tied up in property)
• **Death**	Liquidate & distribute assets

Q1 2013 Financial Recap

OPERATING INCOME	2013 Qtr 1	2012 Qtr 1	vs. 2012	Budget	vs Budget
General contributions	62,891	56,631	+6,260	67,700	-4,809
Other Donations	4,538	0	+4,538	2,150	+2,388
Events & Classes income	12,277	4,928	+7,349	12,575	-298
Other Income & Bookstore, net	1,255	3,052	-1,797	625	+630
	80,961	64,611	16,350	83,050	-2,089
OPERATING EXPENSES					
Compensation & Payroll expenses	43,249	42,109	+1,140	39,947	+3,302
Events & Classes expenses	5,606	3,625	+1,981	7,095	-1,489
Music Dept. expenses	6,104	5,976	+128	6,198	-94
Other Expenses	20,153	21,230	-1,077	19,782	+371
Gifting	2,249	1,775	+474	2,031	+218
	77,361	74,715	+2,646	75,053	+2,308
Operating Margin	3,600	-10,104	+13,704	7,997	-4,397

2013 Q1 Extraordinary & Non-recurring Expenses included above

Bonuses for 2/2012 - 2/2013	5,700	
Technology related expenses	1,795	
	7,495	

Performance bonuses primarily due to 2012 year-end.
Technology were necessary expenses deferred from previous year(s)

Q1 2013 Financial Recap

	APRIL			APRIL	
	ACTUAL	**2012**	**vs 2012**	**BUDGET**	**vs Budget**
OPERATING INCOME					
General Contributions	15,963	23,751	-7,788	21,000	-5,037
Other Donations	123	0	123	150	-27
Classes/Events	6,125	1,078	5,047	3,500	2,625
Other Income & Bookstore,net	1,877	133	1,744	600	1,277
	24,088	24,962	-874	25,250	-1,162
OPERATING EXPENSES					
Compensation & Payroll expenses	13,681	11,687	1,994	13,762	-81
Events & Classes expenses	2,531	2,606	-75	1,588	943
Music Dept. expenses	2,415	2,915	-500	2,305	110
Other Expenses	4,849	4,570	279	5,596	-747
Gifting	660	0	660	630	30
	24,136	21,778	2,358	23,881	255
Operating Margins	-48	3,184	-3,232	1,369	-1,417

Extraordinary & Non-recurring Expenses included above

Technology related · 325

Minister Selection Process Update

- Advisory Committee completed initial draft of Minister Packet
- Board is completing final pieces with input from staff
- Nomination Committee formed

Minister Selection Process Next Steps

- Complete and submit Minister Packet Q2 / Q3
- Nomination Committee documents processes, procedures, and relevant documents for minister selection process (e.g.. interview process, questions, forms, etc.) Q3 / Q4
- Nomination Committee reviews applications and selects final group for Board and Church review (Q4 2013)
- On-Site Visits (Q1 2014) – Feedback collected from Members
- Selection of Minister, Negotiation of Contract by Board (Q1 2014)
- Full Time Minister Starts March or April 2014

Mission / Vision Statement

- Required for Minister Selection Packet / Process
- Input gathered from:
  - 3 Fellowship meetings held Summer / Fall 2012
  - 4+ printed documents circulated by Unity of Mesa
  - Review of Mission Statements from Unity Worldwide and other Unity Churches

Mission / Vision Statement

- Unity of Mesa is an inclusive Spiritual Community whose mission is to encourage Spiritual growth and transformation through the teachings of Universal Christ Principles and Practices.

Long Term Focus Areas

- Financial Systems
- Marketing
- Tithing
- Book Store
- Governance
- Technology

- Spiritual Education
- Multigenerational Ministry
- Minister Selection
- Capital Improvements
- Community Involvement
- HR / Staffing

Short Term Goals

- Financial Systems
  - Data Entry
  - Accounts
  - Reporting
  - Insurance Review
  - Contribution Acknowledgements
- Marketing
  - Sign Management
  - Advertising
  - Press Releases / Special Events

- Tithing
  - Increased Consciousness
  - Church Tithe Model / Policy
  - Commitment Classes
  - Testimonials
- Book Store
  - Inventory
  - Vendor Relations
  - Systems / Management Controls
  - Design

* Indicates identified in 2009 / 2010

Short Term Goals - Continued

- Governance
  - Bylaws Review
  - Mission / Vision
  - Board Job Descriptions / Roles
  - Board Committees
  - Organization Chart
  - Finalize Program Priorities
  - Legal Counsel / Statutory Filings
  - Corporate Status / 501C3

- Technology
  - Hardware (Servers, A/V, etc.) *
  - RDS Updates
  - Update Software *
  - Tech Support
  - Resolve Network Issues
  - Training / Cross Training
  - Integrate Systems

* Indicates identified in 2009 / 2010

Short Term Goals - Continued

- Spiritual Education
  - Focus Areas / Core
  - Tie-ins with Lessons
  - Lending Library
- Multigenerational Ministry
  - Pastoral Support / Visitations
  - Ceremonies
  - Choir / Music

- Minister Selection
  - Nomination Committee
  - Clarity w/Mission & Vision
  - Job Description
  - Complete and Submit Packet
  - Nomination / Interview / Selection (Q4)

*Indicates identified in 2009 / 2010

Short Term Goals - Continued

- Capital Improvements
  - Security
  - Air Conditioning *
  - Phone System
  - Parking Lot *
  - Drip System *
  - Roof *
  - Bridge to Sign
  - Storage Areas cleaned and Inventoried
- Community Involvement
  - TBD
- HR / Staffing
  - TBD / On-Going

* Indicates identified in 2009 / 2010

Short Term Goals – Progress

- Financial Systems
  - *Data Entry*
  - *Accounts*
  - Reporting
  - Insurance Review
  - Contribution Acknowledgments
- Marketing
  - *Sign Management*
  - *Advertising*
  - *Press Releases / Special Events*

- Tithing
  - *Increased Consciousness*
  - *Church Tithe Model / Policy*
  - *Commitment Classes*
  - Testimonials
- Book Store
  - *Inventory*
  - *Vendor Relations*
  - *Systems / Management Controls*
  - Design

* Indicates identified in 2009 / 2010

Short Term Goals – Progress

- Governance
  - Bylaws Review
  - *Mission / Vision*
  - *Board Job Descriptions / Roles*
  - *Board Committees*
  - Organization Chart
  - Finalize Program Priorities
  - *Legal Counsel / Statutory Filings*
  - Corporate Status / 501C3

- Technology
  - *Hardware (Servers, A/V, etc.) ***
  - *RDS Updates*
  - *Update Software ***
  - *Tech Support*
  - *Resolve Network Issues*
  - *Training / Cross Training*
  - Integrate Systems

* Indicates identified in 2009 / 2010

Short Term Goals – Progress

- Spiritual Education
  - *Focus Areas / Core*
  - *Tie-ins with Lessons*
  - Lending Library
- Multigenerational Ministry
  - *Pastoral Support / Visitations*
  - *Ceremonies*
  - *Choir / Music*

- Minister Selection
  - *Nomination Committee*
  - *Clarity w/Mission & Vision*
  - *Job Description*
  - *Complete and Submit Packet*
  - Nomination / Interview / Selection (Q4 / Q1)

* Indicates identified in 2009 / 2010

Short Term Goals – Progress

- Capital Improvements
  - *Security*
  - *Air Conditioning **
  - *Parking Lot **
  - *Phone System*
  - Roof *
  - Drip System *
  - Bridge to Sign
  - Storage Areas cleaned and Inventoried
- Community Involvement
  - TBD
- HR / Staffing
  - TBD / *On-Going*

* Indicates identified in 2009 / 2010

Asset Overview

- **Mortgage - $0**
- **Line of Credit (up to $50,000) - $2,700**
- **Cash in Reserves**
  - **Unrestricted - $39K**
  - **Restricted - $27K**

Short Term Goals – Capital Costs

- **Renovate Apartment - $500 - $1500** * (recoup w/higher rent)
- **Upgrade Phone Systems - $1,500** * (recoup w/monthly savings)
- **Air Conditioning (1 unit) - $4,500** *
- **Air Conditioning (deductibles for 2 units + labor) - $3,000***
- **Security upgrades – TBD ($6,000 - 20,000)**
- **Parking Lot reseal (Sanctuary and Annex) - $7,500** *

- **Roof - (re-shingle - TBD) - TBD***

Approximately $20,000 required immediately from Reserves / Line of Credit

* Indicates estimated cost

Questions / Feedback