



ANNUAL REPORT  
FOR **2018**

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## UOL Annual Meeting Agenda

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January 20, 2019

1. Call to Order
2. Opening Prayer
3. Approval of Agenda
4. Determination of Quorum
5. Approval of Minutes from Annual Meeting, January 21, 2018
6. President's Report
7. Treasurer's Report
8. Attracting Alternative Income Sources Task Force Invitation
9. Visioning Team Invitation
10. Announcement of Board Candidates
11. Election of New Board Members
12. Election of Congregational Representatives for 2019 Nominating Team
13. Congregational Representatives for Finance Team and/or Bylaw Revision
14. Recognition of 2018 Board Members
15. Closing Prayer
16. Adjourn

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## UOL Annual Meeting Minutes for 2018

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### **Call to Order**

President Michelle Kirk called the Annual Meeting of Unity of Lawrence (UOL) to order at 12:24 p.m. on January 21, 2018. She asked all members present to turn in their 2018 Membership Renewal so we can ascertain the presence of a quorum. Marsene Feldt and Roger Houck were available to distribute, collect, and report regarding these forms. Unity's total active membership is 68. Forty-eight (48) members are present at this Annual Meeting.

### **Opening Prayer**

Rev. Sherrie provided our opening prayer.

### **Approval of Agenda**

Members present were asked to look at today's agenda. Caren Lowe moved to approve the agenda. Polly McCall seconded the motion, which passed unanimously.

### **Approval of Minutes from Annual Meeting, January 22, 2017**

Pat Weaver moved to approve last year's Annual Meeting Minutes. Jay Pryor seconded the motion, which was passed unanimously by members present.

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## UOL Annual Meeting Minutes for 2018, continued

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### Minister's Report

Rev. Sherrie presented a report highlighting multiple items from Year 2017. These included:

- UOL reduced its debt load by \$70,000 due to the sale of the Annex at 901 Madeline Lane. From this sale, Unity was able to put \$13,000 in reserves and used \$25,000 for improvements in Unity's church building. Carol March was recognized as a key driver in this area as well as her many other significant contributions made during her tenure on the Board.
- A new digital sound system was installed, thanks to a generous anonymous gift of \$5,000. Along with this, microphones and other technical equipment were upgraded.
- UOL participated in "The Shadow to Light Program," a three-month pilot in the transformational process of Dr. Shariff Abdullah.
- UOL hosted the Drepung Gomang Tibetan Monks. Many Lawrence residents visited during this time, and there were 150 attendees at the closing ceremony.
- Music, an important part of UOL's services, has flourished under Holly Taylor as its Music Director. For the second year in a row, Kelley Hunt directed our Christmas Choir.
- She thanked the Outreach Team, led by Pat Phillips and Lisa Miller.
- Rev. Sherrie spoke of losing the Seventh-Day Adventists as a tenant. Their last day was December 2, 2017. This cost UOL income of \$500-600 per month. She invited all congregants to be on the lookout for others to rent our facility.
- Rev. Sherrie reminded us that her last day would be February 11, 2018. She will give us her final message on February 4, 2018. She thanked Graham for his support and members present recognized him for his contributions to UOL. Rev. Sherrie said they are taking a leap of faith and have no definite plans. She feels that she is being called elsewhere - to be determined. In moving, they will be closer to Rev. Sherrie's mother as well as "going back home" to Florida. Janet Gerstner thanked Rev. Sherrie for speaking at the Lawrence Women's March on the previous day. Cindy Sellers thanked Rev. Sherrie for being a friend. Stephanie Ann Barrows helped us remember that we have to cut the tie, but that this doesn't reflect on our relationship with Rev. Sherrie. UOL members shouldn't contact Rev. Sherrie for one year, according to Unity guidelines in searching for a new minister. Russell Montague thanked Rev. Sherrie for her help in both personal and work-related relationships.

### President's Report

Michelle Kirk, President, read Item 3.5.4 of the Unity [Church] of Lawrence Bylaws defining a quorum. Ten percent is a quorum. Seventy-five percent of members present must vote for candidates for UOL's Board of Directors. Michelle thanked members for allowing her to lead UOL as President of the Board of Directors. Jo Anderson asked members to remember former member Paula Atkins, who started the original UOL Study Group. Robin Loomis has a picture she will forward for inclusion in UOL's History.

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## UOL Annual Meeting Minutes for 2018, continued

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### Treasurer's Report

Carol March spoke regarding the Treasurer's Report (see Addendum 1). She thanked Jan Spiegel for her gardening work, Marsene Feldt for her painting efforts, and Roger Houck for his help with countless tasks. In addition, she thanked, in general, the many others who helped with various projects during 2017. Members of UOL's 2017 Finance Team were Carol March, Rev.

Sherrie, Michelle Kirk, Carla Mumma, and Polly McCall. Regarding the sale of the Annex, Carol indicated that \$70,000 was used to pay down the mortgage, reducing monthly UOL's mortgage costs as well as reducing insurance costs. Proceeds from the sale were used for a furnace/air conditioning unit and roof repair. In addition, \$10,500 in pledges were received as part of the \$50,000 Capital Campaign that started in 2016. Carol pointed out items on UOL's 2017 Income and Expense Budget as well as the Profit and Loss Statement. A \$131,000 budget was set for 2017; \$119,000 came in. [See Addendum 2.]

The proposed budget for 2018 (Addendum 3), approved by the Board of Directors last week, set the income level at \$115,000. Commitment of Tithing Pledges for 2018, as of the previous Monday, total \$81,900. Carol urged members to use the Dillons' Plus program and Amazon contributions to help make our income figures, remembering that we no longer have the Seventh-Day Adventist rental income of \$5,000 to \$6,000 per year. She also informed members that grocery certificates sales have been curtailed. Vicki Douglas asked if the \$20 per week from Deep Listening Sanga was included in the budget. Carol indicated it is included in "Groups" under Other Income. In comparing the 2017 Budget to 2018's, Carol noted the decrease in the Minister's Salary because Rev. Sherrie will be gone, and we won't have a replacement until mid-year. The costs for the Youth Program staff were decreased. There is an increase in salary paid for the sound system. Polly indicated that the plan is to zero out and that we will receive enough income to meet expenses. Nancy Houck asked if we pay guest speakers. The "other staff" budget increase is because of additional guest speakers in the absence of a minister. Paul Baker asked what the impact to UOL will be with a part-time minister. Rev. Sherrie answered Paul's question with the following points:

- a part-time minister keeps things afloat, no more;
- a Transition Team made up of 12 people will pick up some things; and
- there will be a gap in ministerial support; a part-time minister is usually 20 hours per week.

Paul followed up with a question regarding what would need to be done if UOL wants a full-time minister. Rev. Sherrie responded with the following:

- contributions and facility use would need to be increased;
- individual financial responsibilities are greater because of a smaller congregation; and
- it is hoped that using the Facebook check-in will raise the level of consciousness about Unity.

Michelle Kirk reminded us that the budget is shown as what we anticipate will work for us because we don't have greater income. She further stated, "Love is as boundless as the sea,' but it doesn't pay the bills. We are a thriving spiritual community." Janet asked us to raise

consciousness of our Unity facility and/or synergy with other groups that our members participate in; i.e., place our intention that we may be able to draw other activities and/or members like childcare, music groups, concerts, and weddings. Russell Montague reminded us that there is a list of groups that have previously used our facility. Marsene Feldt and the Marketing Team will consider marketing activities.

President Michelle moved us on to a proposed Bylaw revision recommendation. Currently our Bylaws state that anyone applying for a Board position must have been a member for a full year. We should consider Bylaw revision language, since this year we have two nominees who do not meet that qualification. The recommended Bylaw change would be as follows:

Current Bylaw Language, pp 9-10:

**4.4 Board of Directors--Election.**

**4.4.1 Qualifications.**

Any person elected to the Board of Directors must be an Member of Unity Church of Lawrence. He/she will be a person who: ...

**4.4.1.6** has been a member of Unity Church of Lawrence for at least one year; and

Proposed Bylaw Changes:

**4.4 Board of Directors--Election.**

**4.4.1 Qualifications.**

Any person elected to the Board of Directors must be an Member of Unity Church of Lawrence. He/she will be a person who: ...

~~**4.4.1.6** has been a member of Unity Church of Lawrence for at least one year; and~~

~~**4.4.1.7**~~ then becomes **4.4.1.6**

Jo Anderson informed us why this Bylaw is as it is: ministerial students brought members along and this Bylaw prevented brand-new, and perhaps temporary, members from gaining seats on the Board. Kris Hicks asked if we could suspend that Bylaw for this year. Janet Gerstner asked if we could have a percentage of the Board be members for at least one year in order to avoid a "hostile takeover." All agreed there is value in having longevity among Board members. Pat Weaver suggested suspending this particular Bylaw for this year while investigating Janet's suggestion regarding a percentage. Diane Silver stated that we need to be sure the Nominating Committee can do its job and that people are chosen based on their desire to serve. Diane asked Jo if she thinks we are in a different place now than we were at the time this Bylaw was created. Jo responded that she likes the idea of suspending the rule for now and forming a committee to review all Bylaws. Russell Montague suggested that perhaps a year when we don't have a minister search would be better timing. Roger Houck moved that we vote on the Bylaw Revision question; Diane Silver seconded the motion. Since we have previously discussed this matter, the vote was taken. Sixteen (16) voted yes to changing the Bylaws, eighteen (18) voted against doing so, and two (2) abstained. Jo Anderson moved to suspend this clause of the Bylaws for this year's election; Russell Montague seconded the motion. Thirty (30) were in favor, none were opposed.

All were referred to the Bylaw Section 4.4.1 regarding qualifications for nominees to the Board of Directors. The candidates were introduced: Gail Ishmael, Karen Langsford, Cheryl Miller (unable to be present), and Kathy Pryor. Ballots were distributed. Nominees cannot vote. Members were asked if there were nominations from the floor. There were none. The positions available are those being vacated by Carol March, Ann Hartley (three year terms),

and Gail Ishmael, Michelle Kirk (serving one-year terms). Michelle will be completing Frank Schwaller's final year of his three-year term, remaining on the Board as President. Marsene Feldt and Roger Houck collected and counted the votes. The required number of members approved all nominated persons in order to comply with Bylaws.

President Kirk asked for nominations for the Board Nominating Chair position. This cannot be a Board member. Kathy Pryor nominated Jessica Pryor, and Polly McCall nominated Vicki Douglas as the alternate. Kris Hicks seconded the nominating motions, which passed with 30 votes.

Marsene Feldt and Roger Houck, co-chairs of the Minister Search Committee, passed a survey out to members present (Addendum 2). Gail Ishmael and Cheryl Miller are also members of the Search Committee. Sharon Dwyer (Licensed Unity Teacher) reminded us that what we indicate may be different as we consider a part-time minister rather than a full-time minister. Carol March collected the surveys. The Minister Search Committee will compile information. Vicki Douglas asked about the Transition Team as Rev. Sherrie leaves and until there is a new minister chosen. Michelle indicated that Team Leaders and Board members would fill in as "go-to guys" during that period of time. Diane Silver asked that the Transition Team members be posted for easy access. All were informed that this would be done; however, contact information will not be posted publicly.

Outgoing Board members were recognized for their contributions and given gifts: a Unity brick cornerstone for Carol March and a scarf for Ann Hartley. Members blessed both individuals. The meeting was adjourned.

Respectfully submitted,  
Ginger Scalet, Board Secretary

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## From the 2018 Board President

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Dear Ones,

This has been a year full of transitions! At our previous annual meeting, we were preparing for Reverend Sherrie Taylor-Jones and Graham Taylor-Jones moving away on an adventure into the unknown. Because of her generous heart and grace, we were able to prepare in advance for saying goodbye on February 11, 2018. We celebrated them fully, thanks to fantastic music from the UOL songbirds and Holly, as well as a special appearance from Kelley Hunt. Jay Pryor's message lifted us all in love and laughter.

The Transition Team, created before Rev. Sherrie's departure, was comprised of UOL staff and volunteers. Sharon Dwyer, Licensed Unity Teacher, led the charge by meeting duties normally assigned a minister. She arranged for all guest speakers, getting their talk titles, descriptions, and slides (as necessary) to the Office Manager. Additionally, Sharon coordinated and officiated celebrations of life for two of our congregation: Robin Kidney, beloved Sound Technician at UOL for decades, and Ann Nunley, a gentle, sweet spirit and member. Sharon did all of this while also leading the Chaplain Team, arranging for Unity Worldwide's Silent Unity support for prayer

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requests as well as chaplain training in March. Sharon also taught the new membership classes in April. We are blessed beyond measure to have Sharon here at Unity of Lawrence, especially in this time of transition. It was a pleasure for Cheryl and I to invite our congregation to recognize all she has done for us for eight months of spiritual leadership.

Another crucial part of our Transition Team was with office management. Jennifer King's office hours were increased to twenty hours per week as her new title of Office Manager came with increased responsibilities. This position is a crucial one in streamlining communication with all volunteer teams and Board Liaisons, as well as maintaining supplies. She and I created a revised description of her duties and a contract that the Board approved for this new role. Since there was no longer a supervising minister, I met with Jennifer every Sunday after services as Board President to coordinate the coming week events and tasks. However, Jennifer was interested in a full-time position, so Cathy Moreland was hired in June as our new Office Manager. She and I continue to meet weekly after services, reviewing communications, announcements, and prioritized activities. Cathy is no stranger to the UOL office, having volunteered before, sending out the Constant Contact E-News messages. Cathy has done an amazing job, so much so that the Board approved her as Special Events Coordinator when/as the occasion calls for one. Her contributions to our Unity community have been monumental; it is a joy to work with her.

Other vital roles on our Transition Team: Marsene, Roger and Nancy Houck, Cheryl, and Gail led the Minister's Search Team, along with Jessica Pryor, Jo Anderson, Linda Lake, and Chris Hartman. Roger's oversight of UOL Grounds/Building meant getting business done behind the scenes, never asking for recognition. He and Nancy (bookstore coordinator) will be sorely missed, now that they have moved away from Kansas. Jan Spiegel and Linda also brought our grounds to life this year with their loving care and pruning.

Karen Langsford was Board Liaison for special events, which included an April Taize Ceremony of Life service. This was for a healing of our natural world, in connection with National Earth Day. Reverend Michael Perrie facilitated. This September, we hosted singer/songwriter Bob Sims and his partner, bringing people from Unity of Wichita and fans from Western Kansas. Bob's music was inspiring and uplifting. With Jo Anderson's help, Roy Zimmerman brought more politically driven music, although laughter and some tears were shared by all who attended. From inside out, Unity of Lawrence volunteers keep this place rolling along, putting love into action in ways that continue to astound me.

We didn't know at the time, but Transition Team duties would run all the way to September, when Reverend Shawn Ann Wegner, MDiv., was hired as our part-time minister. Reverend Shawn Ann's path to us started with her guest speaking prior to applying for Senior Minister at UOL. In her own words, "My spiritual journey began 28 years ago when I walked into a Unity church in the Midwest and discovered that I was One with the Divine. Not only was that Universal Presence a force for good in the world, but so was I! Deeply recognizing this Truth, I began practicing Unity principles that support living a conscious life of thought management and meditation practice. I believe each of us have a responsibility to wake up to our own Divine Nature and be a source of good for the world. A teacher at heart, I support others in growing mentally, physically, emotionally, and spiritually. Unity is a path of self-responsibility, self-actualization, and spiritual awakening."



A thunderous awakening was felt when Kelley Hunt once again led our Christmas Choir. We're excited that she will also lead our UOL Choir in the spring of 2019. This is a joyous gift for us all!

Gratefully, in love and light,  
Michelle C. Kirk, Board President

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## 2019 Nominees for the Board of Directors

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As stated in Unity Church of Lawrence Bylaws, Section 4.4.1, any person elected to the Board of Directors must be a Member of Unity of Lawrence.

He/she will be a person who is

- willing to serve on the Board; endeavors to live in accord with the Jesus Christ principles of love and truth as taught by Unity;
- furthers the work of this Ministry through his/her active interest, love, and financial support;
- is a sincere and continuing student of Unity, conversant with its teachings;
- has demonstrated leadership capabilities;
- has been a member of Unity Church of Lawrence for at least one year; and
- is in attendance at the annual membership meeting, or in the case of the inability to attend, has submitted a letter of willingness to accept election to the Board.

The **2018 Nominating Chair, Jessica Pryor**, served with Rev. Shawn Anne Wegner, Gail Ishmael, and Kathy Pryor on the Board Nominating Committee. Vicki Douglas was the congregation alternate. This is the slate proposed by the Nominating Team:

**Michelle Kirk:** *Michelle is our outgoing Board President and has served on the UOL Board multiple times. Building bridges and sharing love in service to others brings her joy. She is committed to increasing membership and active participation among volunteers. Michelle enjoys the open-hearted support of joyous deep metaphysical practice.*

**Karen Langsford:** *Holding sacred space with others as a prayer chaplain is something Karen knows well, from her 7 years at Unity Temple to here, attending Unity churches since 2000. Karen says, "I love that Unity has no doctrine. The principles are simple and easily accessible and support each individual's unique spiritual path and as such, gives a supportive place for growth and change." Karen has served on the UOL Board for one year and is applying for a new term.*

**Mikayla Schmitz:** *Mikayla is ready to offer her fresh perspective and loving energy toward the growth and care of the Unity of Lawrence Community, particularly in the area of outreach to KU. She has held leadership positions as a student at KU and on high school teams. A practitioner of affirmative prayer and creating reality with her thoughts and actions, Mikayla says, "I have been affirming for myself an opportunity to become more involved with other members and activities and I believe being a member of the board could be just that opportunity."*

**Diane Silver:** *Diane is a seeker, storyteller, poet, and heretic who figures that if she keeps working on life, she'll figure it out someday. She has served on the UOL Board twice before, and on the Kansas Zen Center Board. She helped found several LGBTQ rights organizations in*

Kansas. To pay her bills, she has worked as a newspaper reporter, a wire service editor, a grant writer, a political writer, and a magazine writer. Her most recent books are Your Daily Shot of Hope: Meditations for an Age of Despair and Your Daily Shot of Hope: Meditations on Awakening.

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## 2018 UOL Board of Directors

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*Michelle Kirk, President*

*Ginger Scalet, Secretary*

*Karen Langsford*

*Cheryl Miller, Vice President*

*Gail Ishmael*

*Roger Houck*

*Kathy Pryor, Treasurer*

*Marsene Feldt*

*Rev. Shawn Anne Wegner,  
Part-time Minister*

**Our heartfelt thanks to Roger Houck, Karen Langsford, Cheryl Miller, and Ginger Scalet for their service to the Board in 2018.**

**You are amazing bridge-builders, sharing your love in service to Unity of Lawrence!**

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## 2018 New Members Welcomed:

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Rita Richardson

Susan Vertner Ashburn

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## In Remembrance:

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Robin Kidney



Beverly Noonan

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## To All Above:

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We love you, we bless you, we appreciate you, and we behold the Divinity in you!

# 2018 Treasurer's Finance Summary Report

## Unity Church of Lawrence Income and Expense Statement For the Year ended 12/31/17

|   | <i>Actual</i>     | <i>Budget</i>     | <i>Favorable/-<br/>Unfavorable</i> |
|---|-------------------|-------------------|------------------------------------|
| <b>INCOME</b>                                       |                   |                   |                                    |
| <b>CONTRIBUTIONS</b>                                |                   |                   |                                    |
| GENERAL FUND  | \$115,902.37      | \$122,461.33      | -\$6,558.96                        |
| DESIGNATED GIFTS                                    | 0.00              | 0.00              | 0.00                               |
| MINISTRIES FUND                                     | 63.00             | 200.00            | -137.00                            |
| YOUTH EDUCATION FUND                                | 0.00              | 15.00             | -15.00                             |
| CLASSES FUND  | 1,013.90          | 900.00            | 113.90                             |
| <b>SUBTOTAL CONTRIBUTIONS</b>                       | <b>116,979.27</b> | <b>123,576.33</b> | <b>-6,597.06</b>                   |
| <b>OTHER INCOME</b>                                 |                   |                   |                                    |
| Rent  | 9,160.00          | 11,760.00         | -2,600.00                          |
| Groups  | 4,084.55          | 5,500.00          | -1,415.45                          |
| Music Concerts                                      | 75.00             | 2,850.00          | -2,775.00                          |
| Special Events                                      | 180.00            | 0.00              | 180.00                             |
| Weddings/Services                                   | 0.00              | 0.00              | 0.00                               |
| Grocery Certificate Profit/Affinity Programs        | 2,073.00          | 2,200.00          | -127.00                            |
| Bookstore Profit                                    | 553.58            | 300.00            | 253.58                             |
| Other Income  | 0.00              | 0.00              | 0.00                               |
| <b>Subtotal Other Income</b>                        | <b>16,126.13</b>  | <b>22,610.00</b>  | <b>-6,483.87</b>                   |
| <b>INVESTMENT INCOME</b>                            | <b>28.59</b>      | <b>20.00</b>      | <b>8.59</b>                        |
| <b>TITHES</b>                                       | <b>-13,803.00</b> | <b>-14,620.63</b> | <b>817.63</b>                      |
| <b>TOTAL INCOME</b>                                 | <b>119,330.99</b> | <b>131,585.70</b> | <b>-12,254.71</b>                  |
| <b>EXPENSES</b>                                     |                   |                   |                                    |
| <b>ADMINISTRATIVE &amp; FACILITY</b>                |                   |                   |                                    |
| <b>SALARIES</b>                                     |                   |                   |                                    |
| MINISTER  | 36,225.00         | 37,800.00         | 1,575.00                           |
| OTHER STAFF   | 29,356.34         | 29,580.00         | 223.66                             |
| <b>Subtotal Salaries</b>                            | <b>65,581.34</b>  | <b>67,380.00</b>  | <b>1,798.66</b>                    |
| <b>OTHER ADMINISTRATIVE &amp; FACILITY EXPENSES</b> |                   |                   |                                    |
| MINISTER BUDGET                                     | 2,423.90          | 2,000.00          | -423.90                            |
| <b>BOARD/CORPORATE COSTS</b>                        | <b>608.00</b>     | <b>800.00</b>     | <b>192.00</b>                      |
| <b>FINANCE/INSURANCE COSTS</b>                      |                   |                   |                                    |
| Bank Charges  | 101.01            | 0.00              | -101.01                            |
| Facility Insurance                                  | 5,597.00          | 5,000.00          | -597.00                            |
| Mortgage Interest                                   | 10,513.24         | 12,600.58         | 2,087.34                           |
| <b>Subtotal Finance/Insurance Costs</b>             | <b>16,211.25</b>  | <b>17,600.58</b>  | <b>1,389.33</b>                    |
| <b>MAINTENANCE COSTS</b>                            |                   |                   |                                    |
| Cleaning Services/Supplies                          | 2,880.33          | 3,000.00          | 119.67                             |
| Ground Maintenance                                  | 776.25            | 1,000.00          | 223.75                             |
| Pest Control/Recycling                              | 497.00            | 535.50            | 38.50                              |
| Repairs/Upkeep                                      | 1,336.68          | 2,800.00          | 1,463.32                           |
| <b>Subtotal Maintenance Costs</b>                   | <b>5,490.26</b>   | <b>7,335.50</b>   | <b>1,845.24</b>                    |
| <b>OFFICE EQUIPMENT COSTS</b>                       |                   |                   |                                    |

# 2018 Income and Expense Statement

## Unity Church of Lawrence Income and Expense Statement For the Year ended 12/31/17

|   | <i>Actual</i>     | <i>Budget</i>     | <i>Favorable/-<br/>Unfavorable</i> |
|---|-------------------|-------------------|------------------------------------|
| <b>INCOME</b>                                       |                   |                   |                                    |
| <b>CONTRIBUTIONS</b>                                |                   |                   |                                    |
| GENERAL FUND  | \$115,902.37      | \$122,461.33      | -\$6,558.96                        |
| DESIGNATED GIFTS                                    | 0.00              | 0.00              | 0.00                               |
| MINISTRIES FUND                                     | 63.00             | 200.00            | -137.00                            |
| YOUTH EDUCATION FUND                                | 0.00              | 15.00             | -15.00                             |
| CLASSES FUND  | 1,013.90          | 900.00            | 113.90                             |
| <b>SUBTOTAL CONTRIBUTIONS</b>                       | <u>116,979.27</u> | <u>123,576.33</u> | <u>-6,597.06</u>                   |
| <b>OTHER INCOME</b>                                 |                   |                   |                                    |
| Rent  | 9,160.00          | 11,760.00         | -2,600.00                          |
| Groups  | 4,084.55          | 5,500.00          | -1,415.45                          |
| Music Concerts                                      | 75.00             | 2,850.00          | -2,775.00                          |
| Special Events                                      | 180.00            | 0.00              | 180.00                             |
| Weddings/Services                                   | 0.00              | 0.00              | 0.00                               |
| Grocery Certificate Profit/Affinity Programs        | 2,073.00          | 2,200.00          | -127.00                            |
| Bookstore Profit                                    | 553.58            | 300.00            | 253.58                             |
| Other Income  | 0.00              | 0.00              | 0.00                               |
| <b>Subtotal Other Income</b>                        | <u>16,126.13</u>  | <u>22,610.00</u>  | <u>-6,483.87</u>                   |
| <b>INVESTMENT INCOME</b>                            | <u>28.59</u>      | <u>20.00</u>      | <u>8.59</u>                        |
| <b>TITHES</b>                                       | <u>-13,803.00</u> | <u>-14,620.63</u> | <u>817.63</u>                      |
| <b>TOTAL INCOME</b>                                 | <u>119,330.99</u> | <u>131,585.70</u> | <u>-12,254.71</u>                  |
| <b>EXPENSES</b>                                     |                   |                   |                                    |
| <b>ADMINISTRATIVE &amp; FACILITY</b>                |                   |                   |                                    |
| <b>SALARIES</b>                                     |                   |                   |                                    |
| MINISTER  | 36,225.00         | 37,800.00         | 1,575.00                           |
| OTHER STAFF   | 29,356.34         | 29,580.00         | 223.66                             |
| <b>Subtotal Salaries</b>                            | <u>65,581.34</u>  | <u>67,380.00</u>  | <u>1,798.66</u>                    |
| <b>OTHER ADMINISTRATIVE &amp; FACILITY EXPENSES</b> |                   |                   |                                    |
| MINISTER BUDGET                                     | 2,423.90          | 2,000.00          | -423.90                            |
| <b>BOARD/CORPORATE COSTS</b>                        | <u>608.00</u>     | <u>800.00</u>     | <u>192.00</u>                      |
| <b>FINANCE/INSURANCE COSTS</b>                      |                   |                   |                                    |
| Bank Charges  | 101.01            | 0.00              | -101.01                            |
| Facility Insurance                                  | 5,597.00          | 5,000.00          | -597.00                            |
| Mortgage Interest                                   | 10,513.24         | 12,600.58         | 2,087.34                           |
| <b>Subtotal Finance/Insurance Costs</b>             | <u>16,211.25</u>  | <u>17,600.58</u>  | <u>1,389.33</u>                    |
| <b>MAINTENANCE COSTS</b>                            |                   |                   |                                    |
| Cleaning Services/Supplies                          | 2,880.33          | 3,000.00          | 119.67                             |
| Ground Maintenance                                  | 776.25            | 1,000.00          | 223.75                             |
| Pest Control/Recycling                              | 497.00            | 535.50            | 38.50                              |
| Repairs/Upkeep                                      | 1,336.68          | 2,800.00          | 1,463.32                           |
| <b>Subtotal Maintenance Costs</b>                   | <u>5,490.26</u>   | <u>7,335.50</u>   | <u>1,845.24</u>                    |
| <b>OFFICE EQUIPMENT COSTS</b>                       |                   |                   |                                    |

# 2019 Proposed Budget

## Unity Church of Lawrence Income and Expense Statement For the Year ended 12/31/17

|  | <i>Actual</i>     | <i>Budget</i>     | <i>Favorable/-<br/>Unfavorable</i> |
|--|-------------------|-------------------|------------------------------------|
| <b>INCOME</b>                                |                   |                   |                                    |
| CONTRIBUTIONS                                |                   |                   |                                    |
| GENERAL FUND                                 | \$115,902.37      | \$122,461.33      | -\$6,558.96                        |
| DESIGNATED GIFTS                             | 0.00              | 0.00              | 0.00                               |
| MINISTRIES FUND                              | 63.00             | 200.00            | -137.00                            |
| YOUTH EDUCATION FUND                         | 0.00              | 15.00             | -15.00                             |
| CLASSES FUND                                 | 1,013.90          | 900.00            | 113.90                             |
| SUBTOTAL CONTRIBUTIONS                       | <u>116,979.27</u> | <u>123,576.33</u> | <u>-6,597.06</u>                   |
| OTHER INCOME                                 |                   |                   |                                    |
| Rent   | 9,160.00          | 11,760.00         | -2,600.00                          |
| Groups                                       | 4,084.55          | 5,500.00          | -1,415.45                          |
| Music Concerts                               | 75.00             | 2,850.00          | -2,775.00                          |
| Special Events                               | 180.00            | 0.00              | 180.00                             |
| Weddings/Services                            | 0.00              | 0.00              | 0.00                               |
| Grocery Certificate Profit/Affinity Programs | 2,073.00          | 2,200.00          | -127.00                            |
| Bookstore Profit                             | 553.58            | 300.00            | 253.58                             |
| Other Income                                 | 0.00              | 0.00              | 0.00                               |
| Subtotal Other Income                        | <u>16,126.13</u>  | <u>22,610.00</u>  | <u>-6,483.87</u>                   |
| INVESTMENT INCOME                            | <u>28.59</u>      | <u>20.00</u>      | <u>8.59</u>                        |
| TITHES                                       | -13,803.00        | -14,620.63        | 817.63                             |
| <b>TOTAL INCOME</b>                          | <u>119,330.99</u> | <u>131,585.70</u> | <u>-12,254.71</u>                  |
| <b>EXPENSES</b>                              |                   |                   |                                    |
| ADMINISTRATIVE & FACILITY                    |                   |                   |                                    |
| SALARIES                                     |                   |                   |                                    |
| MINISTER                                     | 36,225.00         | 37,800.00         | 1,575.00                           |
| OTHER STAFF                                  | 29,356.34         | 29,580.00         | 223.66                             |
| Subtotal Salaries                            | <u>65,581.34</u>  | <u>67,380.00</u>  | <u>1,798.66</u>                    |
| OTHER ADMINISTRATIVE & FACILITY EXPENSES     |                   |                   |                                    |
| MINISTER BUDGET                              | 2,423.90          | 2,000.00          | -423.90                            |
| BOARD/CORPORATE COSTS                        | 608.00            | 800.00            | 192.00                             |
| FINANCE/INSURANCE COSTS                      |                   |                   |                                    |
| Bank Charges                                 | 101.01            | 0.00              | -101.01                            |
| Facility Insurance                           | 5,597.00          | 5,000.00          | -597.00                            |
| Mortgage Interest                            | 10,513.24         | 12,600.58         | 2,087.34                           |
| Subtotal Finance/Insurance Costs             | <u>16,211.25</u>  | <u>17,600.58</u>  | <u>1,389.33</u>                    |
| MAINTENANCE COSTS                            |                   |                   |                                    |
| Cleaning Services/Supplies                   | 2,880.33          | 3,000.00          | 119.67                             |
| Ground Maintenance                           | 776.25            | 1,000.00          | 223.75                             |
| Pest Control/Recycling                       | 497.00            | 535.50            | 38.50                              |
| Repairs/Upkeep                               | 1,336.68          | 2,800.00          | 1,463.32                           |
| Subtotal Maintenance Costs                   | <u>5,490.26</u>   | <u>7,335.50</u>   | <u>1,845.24</u>                    |
| OFFICE EQUIPMENT COSTS                       |                   |                   |                                    |

## 2019 Budget, continued

### Unity Church of Lawrence Income and Expense Statement For the Year ended 12/31/17

|   | <i>Actual</i>            | <i>Budget</i>      | <i>Favorable/<br/>Unfavorable</i> |
|---|--------------------------|--------------------|-----------------------------------|
| Computer/Printer/Sound Equipment                  | 507.99                   | 0.00               | -507.99                           |
| Copier Lease & Maintenance                        | 3,990.65                 | 4,750.00           | 759.35                            |
| Subtotal Office Equipment Costs                   | <u>4,498.64</u>          | <u>4,750.00</u>    | <u>251.36</u>                     |
| <b>SERVICES</b>                                   |                          |                    |                                   |
| Internet/Web Services                             | 1,468.03                 | 1,350.00           | -118.03                           |
| Phone Service                                     | 1,468.04                 | 1,350.00           | -118.04                           |
| Subtotal Services                                 | <u>2,936.07</u>          | <u>2,700.00</u>    | <u>-236.07</u>                    |
| <b>SUPPLIES</b>                                   |                          |                    |                                   |
| Postage   | 19.60                    | 300.00             | 280.40                            |
| Office Supplies                                   | 1,757.09                 | 1,650.00           | -107.09                           |
| Subtotal Supplies                                 | <u>1,776.69</u>          | <u>1,950.00</u>    | <u>173.31</u>                     |
| <b>UTILITIES</b>                                  |                          |                    |                                   |
| Electricity                                       | 3,922.75                 | 4,800.00           | 877.25                            |
| Gas   | 1,713.04                 | 2,700.00           | 986.96                            |
| Water/Trash                                       | 1,566.77                 | 1,725.00           | 158.23                            |
| Subtotal Utilities                                | <u>7,202.56</u>          | <u>9,225.00</u>    | <u>2,022.44</u>                   |
| Subtotal Other Administrative & Facility Expenses | <u>41,147.37</u>         | <u>46,361.08</u>   | <u>5,213.71</u>                   |
| Subtotal Administrative & Facility                | <u>106,728.71</u>        | <u>113,741.08</u>  | <u>7,012.37</u>                   |
| <b>MINISTRIES FUND EXPENSES</b>                   |                          |                    |                                   |
| MARKETING   | 0.00                     | 500.00             | 500.00                            |
| CHAPLAINS   | 0.00                     | 500.00             | 500.00                            |
| COMMUNICATIONS                                    | 422.75                   | 435.00             | 12.25                             |
| HOSPITALITY                                       | 294.43                   | 1,000.00           | 705.57                            |
| MUSIC   | 7,325.00                 | 7,000.00           | -325.00                           |
| CLASSES   | 0.00                     | 250.00             | 250.00                            |
| WORSHIP   | 112.63                   | 500.00             | 387.37                            |
| Subtotal Ministries Fund Expenses                 | <u>8,154.81</u>          | <u>10,185.00</u>   | <u>2,030.19</u>                   |
| YOUTH EDUCATION EXPENSES                          | <u>200.19</u>            | <u>975.00</u>      | <u>774.81</u>                     |
| <b>TOTAL EXPENSES</b>                             | <u>115,083.71</u>        | <u>124,901.08</u>  | <u>9,817.37</u>                   |
| <b>DEBT PAYMENT - LOAN ON BUILDINGS</b>           | <u>5,538.47</u>          | <u>6,684.62</u>    | <u>1,146.15</u>                   |
| <b>ORDINARY CASH FLOW</b>                         | <u>-1,291.19</u>         | <u>0.00</u>        | <u>-1,291.19</u>                  |
| <b>EXTRAORDINARY CASH FLOW</b>                    |                          |                    |                                   |
| <b>EXTRAORDINARY INFLOWS</b>                      |                          |                    |                                   |
| Sale of Annex                                     | 6,300.00                 | 0.00               | 6,300.00                          |
| <b>EXTRAORDINARY OUTFLOWS</b>                     |                          |                    |                                   |
| Building Improvements                             | 18,969.05                | 0.00               | -18,969.05                        |
| Equipment   | 2,217.56                 | 0.00               | -2,217.56                         |
| Subtotal Extraordinary                            | <u>-14,886.61</u>        | <u>0.00</u>        | <u>14,886.61</u>                  |
| <b>NET CASH FLOW</b>                              | <u><u>-16,177.80</u></u> | <u><u>0.00</u></u> | <u><u>-16,177.80</u></u>          |

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## Life in Our Community: Team Reports

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### Bookstore Team

*Team Leader: Nancy Houck*

A small team of volunteers includes Marsene Feldt, Ann Hartley, Robin Joseph, and Nancy Houck. The UOL Bookstore has been a beautiful blessing and resource for UOL, thanks to Nancy Houck's generous efforts. The decision made in November to close by the end of 2018 led to discounts and, the last two weeks of December, "grab and go" bags of items for \$10 a bag. The bookstore space will be repurposed in 2019.

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### Chaplain Team

*Team Leaders: Sharon Dwyer, Karen Langsford*

The Unity of Lawrence Chaplain Team holds the high watch for the ministry at all times. One chaplain is available for one-on-one prayer after each Sunday service. We are also available for prayer at any time of need by contacting the church office, as well as making hospital or health facility or home visits also by request. Our intention is to serve congregants by knowing the truth of our divine nature. There was a Chaplain's training in 2018 for current chaplains, led by Reverend Michael Perrie and Joy Pierre. Serving as Unity of Lawrence prayer chaplains were Karen Langsford, JoaAnn Qandil, Jessica Pryor, and Sharon Dwyer.

### Finance Team

*Team Leader: Kathy Pryor*

The Finance Team in 2018 was comprised of Rev. Shawn Ann Wegner, Senior Minister; Kathy Pryor, Treasurer; Michelle Kirk, President; Carla Mumma, congregational representative; and Polly McCall, Director of Finance. The Treasurer's Report for 2018 is on page 10.

### Gallery Team

*Team Leader: Vicki Douglas*

The Gallery at Unity of Lawrence hosted three exhibits in 2018. Laurie Culling's holiday art show was up until January 20th. Terra Brunton had a summer show of paintings of female figures and abstracts. Celia Smith's paintings and drawings will be up from mid-November until January 2019. The Gallery appreciates Roger Houck's efforts with replacing the bulbs in the track lighting.

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### Grounds Team

*Team Leaders: Janet Spiegel and Roger Houck*

Grounds Team members included Greg Hamel, Roger Houck, Linda Lake, and others. In 2018 Jan Spiegel planted the north landscape bed with more perennial flowers, bushes and an ornamental tree. Linda Lake is keeping the north garden trimmed, watered and weeded.

The Unity wall sign above the bed was removed and stored for repurposing. Michelle Kirk and Brad Ferguson installed the new ground sign on the north side of the building, thanks to the assistance of Gail Ishmael's coordination with local sign shop Luminous Neon.

The parking lot west side strip garden's second half was dug up and planted by Jan with a variety of perennials, and Roger cut back and killed the invasive honeysuckle along the south border of the lot.

New fencing and paver blocks were installed by Roger & son to enclose the expanded HVAC/storage area on the west side, and lighting was installed above the ramp entrance on the east side. Expenses were covered by using the Vi Hamilton Memorial Fund.

## Hospitality

*Team Leader: Gail Ishmael*

Hospitality continued to host potlucks each second Sunday of the month. In 2019, we are planning holiday themes and providing a festive entree, plus a picnic in July.

## Marketing Team

*Team Leader: Marsene Feldt*

Members from January - May: Marsene Feldt, Jennifer King, and Kaleb Rupe. Joining the team in June - Cheryl Miller, and in October, Reverend Shawn Ann Wegner

- Kaleb Rupe (KU student intern) designed UOL yard signs (ready to be ordered) Marsene said she would research companies to place a small order. (This did not happen as she became too busy filling out the Minister Search packet then forgot all about it!)
- Kaleb also designed postcards for us to us to invite past members and others to visit UOL. The printing of these was shelved until we had a new minister hired so we could include an updated photo!
- Kaleb also created a tri-fold flyer for UOL to use for promotional purposes. This was shared directly with Jennifer since she was going to do the printing of it from our office computer. (The printing did not happen as far as Marsene is aware.)
- In the spring, Jennifer called a few meetings with Kaleb (without Marsene's knowledge) to have him help brainstorm and create a Women's Self-Care Workshop that would be sponsored by UOL. (They were informed that Marsene was to always be brought in on any meetings pertaining to UOL Marketing.) Shortly thereafter, Jennifer was left, and the Board decided to hold off on the workshop.
- Facebook was always one of Jennifer's responsibilities. (No consistent activity was given to this site since January or February of 2018.) Marsene recently asked Kaleb if he would be willing to work on this for us.
- When Marketing met June 3, Cheryl Miller joined the group and suggested reworking our welcome packet. Kaleb took the packet at that time but wasn't sure if he would have time due to his summer internship in KC (He ended up needing to take a break from UOL for the summer.) Cathy Moreland reworked the Welcome packet, with oversight from Cheryl Miller and Michelle Kirk. We also talked about online promotions to reach young families, area college students, events that help the community, getting featured in Lawrence Magazine? and search engine optimization.
- Moving forward: lawrencemarketplace.org, chamber of commerce, KU school of journalism...and taking direction from Rev. Shawn!

## Music and Sound Team

*Music Director: Holly Taylor*



This year has been one of refining processes and expansion. I have worked with the Songbirds, special musicians, sound technicians, office manager, financial administrator, and the ministers to assist in creating a cohesive and efficient Sunday service and music program. The role of myself and my team has been to facilitate a supportive atmosphere that allows the congregant the opportunity for Spirit filled moments, focused learning, heart centered meditation and community bonding. Our working goal is for a service that flows efficiently in communication, time, equipment and space. Throughout the year we have updated our music/sound department procedures and usage of the stage documents. We have also continued to participate in the Empowerment Music Rights program, where our congregational music is reported for songwriters to be provided recognition and compensation for music use.

One of the most exciting parts of the year has been showcasing many new special musicians from across the US, including professionals from New Mexico, Texas, Colorado, Florida and Maryland. Some of these connections were made possible through my attendance at the POSI Empowerment Music Fest in February. Some of these musicians also provided concerts at the church and in our community. We have continued to work towards expansion of concerts as our facility is well equipped to host community concerts, workshops and musical events. This year three music concerts took place at UoL with varied attendance. Through this, our booking process was refined and our board reworked the building usage form for ease and clarity. Some musicians show interest in booking our facility, but I hope for a larger congregational/local audience interest to make it worth their while. This is an area we will continue to work on in the coming year.

The church was able to financially support my attendance, transportation and lodging for the national POSI Empowerment Music Conference in February. This provided connections to highly qualified professionals in the music and Unity movement and training specific to my role as a music director. There has been a consistently positive tone of support from the board, pastor and congregation in response to the music program. It is a joy to work in a space of personal and musical appreciation.

Our songbird team has incorporated a quarterly special music performance to showcase their gifts. They have been dedicated to rehearsing for these performances and faithful to their once a month leadership offering. They have worked to be aware of stage presence, entrances/exits and overall efficiency. We have been able to provide our music with a practice the day of service and with lyrics and songs sent via email prior to the week of service. The songbirds are dedicated to learning their congregational songs prior to service to enable us all to keep up with busy schedules.

Our sound technicians have worked to maintain ease of equipment usage, quality live sound and FB live recordings. There have been many steps along the way where the technicians have worked towards better efficiency and quality. Here is a list of accomplishments provided by Bev Schuster:

- Organized the sound booth to operate more efficiently by removing obsolete and non-utilized equipment.
- Created a list, labeled and packaged all outdated operational equipment. The operational equipment is located in the locked store room.
- Created a list, labeled and packaged all obsolete equipment and stored it separately in the attic for future electronics recycling.
- Sorted and recycled old materials and cords.

- Removed the large heavy-duty extension cord that was being utilized by old equipment. Installed an additional power strip inside the sound booth creating power for the security camera and for other uses when needed.
- Implemented the use of rechargeable batteries for wireless microphones.
- Completed operational instructions for current equipment in the sound booth.

## Outreach Team

*Team Co-Leaders: Pat Phillips and Lisa Miller*

The Outreach Team offers coordinated support for those who have a desire to serve. The Team identified projects, groups and programs in the community that need assistance, support and loving care. The projects are communicated to Unity members through email, bulletins, announcements, flyers and word of mouth. In 2018, there was an Outreach Project six months out of the year.

- January: Provided Noon Meal at LINK
- April: Spring Food Gathering for “Just Food”
- July: Sponsored a “Pack a Backpack Project” providing needed school supplies for children in our community. Also, Marsene Feldt coordinated donations for El Centro for the immigrant students temporarily moved from Texas to Topeka.
- October: Fall Food Gathering for “Just Food”
- November: Plan to provide requested food for the “Community Thanksgiving Dinner”
- December: Plan to give gift cards for mothers at the Willow Domestic Violence Center to purchase gifts and holiday meals.

We look ahead to 2019 with open hearts to seek ways the Outreach Team can be a helping and loving presence in our community. We will continue to engage in familiar projects and welcome new ideas.

## Welcome Team

*Team Leader: Linda Dean*

Email seems to be an effective communication tool. Nametags are now better organized with three rather than two boxes to hold them. Many congregants now wear them, and Cathy Moreland is quick to make new nametags as needed. Visitors are greeted with open arms and given name tags. If they complete the visitor form, Cathy Moreland followed up with a quick thank you email for attending and an invitation to return. Reverend Shawn is now collecting visitor forms from Cathy to follow up. I talked with Ann Nunley about assisting Sharon Dwyer with flowers for the podium every Sunday; several greeters have stepped up to help with this. With a new minister in place, it may bode well to have an open meeting to invite others to join the greeting staff.

## Youth Ministries

*Youth and Family Director: Danica Moore*

Greetings! Youth and Family Education is happy to send this report of the past year’s work and improvements! We have sent light and love to 3 Youth teachers this year. These include: Alea Surrender, Janell Banks, and Raysha Claibourn. Gina Lathrop has continued with us to begin her 2nd year and we are grateful for her leadership.

In February 2018, Minister Sherrie Taylor created distinguished roles of Youth and Family Education Director (Danica) and a Youth and Family Education Coordinator (Tricia). The clarification in the roles has helped to bring clear understandings of expectations and duties to be

UOL ANNUAL REPORT for 2018

fulfilled. In the Director role, I have dedicated my time to not only the creating and planning of classroom lessons/units focusing on youth learning the Unity Principles, but also all the office clerical tasks such as creating schedules, updating worker logs/files, evaluating teacher performances, recruiting potential hires and working directly with the lead minister and board. In the Coordinator role, Tricia has managed and supported classroom lessons and the staff on-site 2-3 times per month.

The program has seen new attendees who are our most frequent participants. We are excited to welcome new families and children into the UCOL family of young learners. I continue to strive for a multimedia instructional base for our youth, complete with meditation, music/dance, games, instructional videos, and crafts to engage and connect them to our lesson themes. One of the educational principles I believe with young is that full engagement comes when a variety of activities are implemented every 15 minutes; this supported structure has received great feedback from our parents. A second goal for which I strive is to provide our children live demonstrations of lesson themes. As we know, many of our themes are difficult for the young mind to grasp, however, when I can create a live demonstration for the children, they connect to the message and have a grounding activity that becomes symbolic for their learning.

Finally, in using multiple resources to create original lessons, moving beyond the older YFM curriculum onsite, we have created a digital and physical resource library of lessons. These lessons are stored in our new Google Drive file under "UCOL Lessons." We also keep the printed versions, with all demo crafts included, in our filing cabinet. Thanks to our classroom staff, Raysha and Gina, for all the prep work it required to file these alphabetically and by theme. The next step is to complete an online digital Table of Contents that can be used to locate multiple lessons from this database anytime we need to find activities for the themes/sermon titles given. I'm very excited for this project to be completed by January 2019. The biggest challenge is finding the best template and format for this in the Google Drive options. Ideally, a database with embedded hyperlinks to each lesson would be superb, however, that goal would extend beyond the timeline.

I'm grateful for the partnership of the office staff, the Minister(s) and the delightful staff in the Youth Education program, Tricia and Gina. We cannot forget to send our gratitude to the parents and family who continue to bring their children and entrust them into our care. We would not be the program we are without them. We are looking forward to a prosperous fall season in Youth and Family Education. Blessings!

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