

**Unity of Fairfax Board of Trustees  
July 8, 2025**

Board Members Present	Others Present	Board Members Absent
		Russell Heiland, Senior Minister
Sherrie Quander, First Chair		
Millicent Eubanks, Second Chair		
Bowman Kell, Treasurer		
Sue Carrillo, Secretary		
Kalahn Taylor-Clark, Keeper of the Flame		
Midd Hunt, Member at Large		

**Quorum present? Yes**

Meeting was called to order at 6:37 pm EST

**New business:**

Flagpole replacement special contribution request

- Congregant is contributing \$1500 to purchase a new flagpole since the current one (donated by Unity Veterans in June 2013) is irreparable. He committed to raising additional funds from other Veterans to cover the additional installation costs. Those costs are estimated to be \$400 - 600; however no official bids have been solicited.
- Per our Unity of Fairfax Policy Manual, a new separate fund must be established. The Board agreed on the best practice, from prior Boards, of raising all of the funds needed before a project incurs costs.
- Since multiple bids have not been solicited, the Board feels an additional amount of \$300 should be raised for contingencies yet unknown.

**MOTION:**

- Establish a Special Purpose Fund for contributions to the Flagpole Replacement Project. The Board agrees to forego its best practice of obtaining three bids if \$2,400 (\$1500 pole + \$600 installation + \$300 contingency) is raised before any project costs are incurred.
  - Millicent moved, Sue seconded, Unanimously passed

**Adjournment**

The meeting adjourned at 7:07 pm EST.