Unitarian Society of New Haven Minutes of the Meeting of the Board of Trustees May 9, 2019

Accepted June 13, 2019

Board Members Present: President - Peggy Myers, Vice President - Al Bosch, Treasurer - Linda Mehta, Clerk - Pamela Miller, Past-President - Dan Gelperin, Ex-Officio – Rev. Megan Lloyd Joiner, At Large: Craig Machado, Bobbi Pace, Pat Trotta,

Board Members Absent: At Large: Jeannette Faber, Dan Wade

Others Present: G. Heuss-Severance, J. Hill, D. Stagg

Gather:

P. Myers called the meeting to order at 6:30 pm. J. Hill lit the chalice and P. Miller read Today by Billy Collins and Lines Written in Early Spring by William Wordsworth for the chalice lighting. Attendees read the covenant. This was followed by a life event check in and a check in with each person answering the question, "What do you do to perk your spirits up on the 5th consecutive cloudy and gray day?"

Changes to the agenda:

Add minutes from May 7, 2019 to the Consent Agenda

Assess the Past:

Minister's report

The Minister's report is attached at the end of the minutes.

People are moving forward. They are energized about next steps for USNH.

Electronic and paper files are being organized for the incoming minister.

Area ministers will be informed that there will be a gap in emergency ministerial care from the end of June until the interim minister arrives. C. Elferdink will be available to help.

- C. Machado will send condolence cards from the USNH Board to J. Greist for the loss of his father and to J. Ross on the loss of her mother.
- M. Lloyd Joiner will send a list of questions to board members to review prior to her exit interview.

Monitoring of policies

MT report and interpretation of Policy 1.3 is attached at the end of the minutes. The interpretation was presented at an earlier Board meeting but the MT did not as it to be approved until additional work was completed.

MOTION – A. Bosch, to accept the amended MT interpretation of Policy 1.3; **SECONDED – P. Trotta**;

PASSED unanimously, 8 in favor, 0 opposed, 0 abstentions

Update on financial reports

What is the required frequency of reporting?

The treasurer has not always received financial reports when they are generated. The accountant only reviews the annual report. MT will ask A. Baroga to remedy this problem. What is the relationship between the finance committee, MT, treasurer, and bookkeeper? The treasurer is not a member of the finance committee but offers financial guidance to the board.

P&L reports are cumulative. It might be helpful to review documentation created by K. Garner, the previous treasurer. This information is in the financial reports page of the board web site: Financial Roles March 14 2018.docx

<u>Create the Future & Learning:</u> Policy Governance Committee

The Draft Board Governance Committee document is attached at the end of the minutes.

Is it necessary to have a Board Governance Committee? There is a need to help with people who need to be trained in policy governance. The committee members might act as parliamentarians if needed at board meetings. We have turned policy governance into a hybrid which makes it more necessary to have people who understand the current usage. There needs to be a rotation of committee members. The role is to be a resource to the board, not to be a monitor.

MOTION – D. Gelperin, to set up a governance committee as described in the document consisting of 3 members with terms to be determined by the board; **SECONDED – A Bosch**:

PASSED: 7 in favor, 1 opposed, 0 abstentions

An update on the Interim minister search

Available candidates have been interviewed. We started with 6 candidates, 4 candidates were eliminated, an additional candidate was added but then dropped. We have chosen a candidate and checked references. UUA told us that our chances of getting the interim we want are excellent. We will be informed as soon as the candidate decides on our proposal. We have a backup available.

Budget proposals

The proposed budget is attached at the end of the minutes. MT is proposing 2019-20 Budget (2) column in the document. We need more staff, but we may not be able to do it in the upcoming year. Adding pastoral care ministry is a second goal for the year. It would provide support for the interim minister. It may be more important for a settled

minister to make decisions on staff. Can we afford the 2, 10-hour positions? Can the positions be effective if we can afford them?

MOTION – A. Bosch, to approve Budget (1); **SECONDED – C. Machado**;

PASSED: 5 in favor, 3 opposed, 0 abstentions

Board rep after 10:30 service:

5/12 - D. Gelperin

5/19 – A. Bosch

5/26 - B. Pace

6/2 - P. Trotta

6/9 – C. Machado

Site for joint Board meeting 6/13/19 - USNH

Fourth Tuesday meeting – J. Faber's home

Consent Agenda:

Minutes from Board meeting on 4/14/19

Minutes from Board meeting on 5/7/19

MOTION – B. Pace, to approve the consent agenda; **SECONDED – D Gelperin**;

PASSED: 8 in favor, 0 opposed, 0 abstentions.

Announcements – 5/28/19 6:30PM Exit Board conversation with Rev. Megan

Children's Chapel

6/16/19 at service: Commissioning of the MSC

Thank you's:

Adjournment:

MOTION - A. Bosch, to adjourn; SECONDED - L. Mehta;

PASSED unanimously, 8 in favor, 0 opposed, 0 abstentions

The meeting was adjourned at 8:32pm.

Attachments:

Minister's report

MT Report and Interpretation of Policy 1.3

Board Governance Committee

Budget proposal

Minister's Report April 11, 2019 Rev. Megan Lloyd Joiner

<u>State of the Congregation</u> (recent successes, challenges, observations about the congregation's functioning in relationship to the mission, ministries, members, staff, or other Board concerns)

I believe many in the congregation have come to terms with my departure. The focus now seems to be on concluding stewardship, anticipation about the Interim Minister choice, and selection of the Ministerial Search Committee.

Many members have made appointments with me to discuss their feelings around my departure and to say goodbye. This feels healthy and like an important step in the processing.

My focus has turned to preparing an exit memo for the interim and next settled minister.

Major Accomplishments (Large, new, or not regular-duty projects)

The Mental Health Awareness Task Force has presented a proposal to the Management Team for consideration of USNH hosting a mental health support group. The previous support group meeting at USNH lacked trained peer facilitators and any accountability or oversight. We are seeking to rectify that situation.

Primary Ministry Focus (Areas of intellectual, mental, or spiritual study)

- May's Theme of "Curiosity"
- Studying examples of "leaving well"

Upcoming Time Away (vacation, study leave, UUMA or UUA gatherings)

- My last Sunday in the pulpit will be June 16th. I have unused vacation and study leave time and will be
 using some of that time between June 16-June 30. I will also focus on packing up and will be available
 for pastoral care emergencies.
- Claudia Elferdink, retired UU minister and member of USNH will work with the Pastoral Care
 Associates to provide pastoral care coverage for July until the interim arrives in August. I will contact
 other area ministers to make sure they are aware of our gap during July.

Activity Report for Areas of Ministry

(not exhaustive)

Counseling and Pastoral Care

- Meetings to discuss my departure and say goodbye
- We have a number of seriously ill people who we are following and a number of people that we are
 referring to Pastoral Care Associates. I will leave information about these situations in the exit memo.

Practical Arts (administration, organizational development in and out of congregation, management of staff, attention to detail, support and leadership development, recognition and appreciation of others, delegation of responsibility and authority, follow through and completion of tasks, time management, attention to finances, fundraising, funding ministry, public relations and publicity skills, ability to work with boards and committees, clarity of roles, attention to long range plans, etc.)

The MT is presenting the Board with two potential budgets on May 9. One includes a Pastoral Care
Coordinator. One does not. It is possible that two budgets could be presented to the congregation, but we
would prefer to present one.

- Volunteers will be recognized on June 9th at our annual Flower Communion service
- The June 16th service will include a commissioning of the current Pastoral Care Associates as well as the Ministerial Search Committee
- I am not sure if I've reported to the Board that Jesse Greist, DLRE, is in the process of completing his
 credentialing as a Masters Level Religious Educator. This involves taking courses, working with a
 mentor and writing a significant number of essays. Jesse expects to complete the requirements by 2021.

Organizational Ministry (integration of new members and clients, creates a welcoming environment, encourages a sense of community, encourages growth, supports broad variety of programs, involvement of others in planning and conducting programs, nurtures lay leadership, professional presentation of self, pastors to various age groups, etc.)

We welcomed 9 new members on May 5th.

Personal and Professional Growth

Continuing to work with my coach, spiritual director and mentor.

Teaching

Nothing to Report at this time

Worship

```
Sermons Preached/Services Led

April 21 – Easter/Passover/Earth Day "They Didn't Know We Were Seeds"

April 28 – Music Sunday "Gloria"

May 5 – "I Can't Wait to See"

Lay Led Services

none

Guest Preacher Services

April 14 – Dan Cayer (Buddhist Teacher) "Don't Get Better"

Attendance –

April 14 – 164 in sanctuary; 36 children and youth; 7 teachers = 207 total

April 21 – 261 total

April 28 – 237 in sanctuary; 50 children and youth; 14 teachers = 301 total

May 5 – 210 in sanctuary; 56 children and youth; 11 teachers = 277 total
```

Denominational Activities

 I attended the May 1st meeting of the UUMA Clara Barton Chapter. We were visited by the New England Regional Lead, Woullard Lett.

Prophetic Outreach

- I have been active in protests and activism regarding the shooting of Stephanie Washington and Paul Witherspoon and providing updates to USNH members and friends on how people can get and stay involved.
- I opened the press conference at the Capitol regarding Clean Slate Legislation on April 24.

Respectfully Submitted by Rev. Megan Lloyd Joiner

MT Interpretation and Monitoring of Policy Governance Section 1.3

1.3 Treatment of Paid and Volunteer Staff

With respect to treatment of staff/volunteers, the Management Team may not act in a manner inconsistent with UU Principles or cause or allow conditions that are inhumane, unfair, or unprofessional.

Furthermore, the Management Team shall not:

- Discriminate against existing or potential paid or volunteer staff based on race, ethnicity, national origin, gender, physical disability, marital status, sexual orientation, or gender characteristics, identity, or expression.
- Operate without or fail to comply with written personnel policies that clarify personnel rules for staff, provide for effective handling of grievances, and protect against wrongful conditions.
- c. Subject paid or volunteer staff to unsafe or unhealthy conditions.

Approved by the Board: October 9, 2014; revised February 12, 2015

MT Interpretation.

Section 1.3 a. and b. are explicit and require no interpretation. However, we note that the USNH Employee Handbook elaborates the requirements of 1.3 a. and describes in detail the rules and procedures called for by 1.3b.

Section 1.3 c indicates two areas to be addressed. USNH must comply with longstanding regulations from the fire marshal and the building inspector. Examples include inspection of fire extinguishers, the sprinkler system and testing of the fire alarm. More recent safety concerns require that we develop new procedures e.g. lockdown procedures and new ways of alerting building occupants to emergency situations.

MT Interpretation submitted for approval May 9th 2019

MT Report

All staff were asked to report any issues covered by 1.3. There were no complaints. We report compliance with sections 1.3a and 1.3b.

Here is the list of new measures implemented in response to the requirements of 1.3c:

 A spreadsheet is now maintained in the Office by the Administrator detailing regular inspections of fire extinguishers, sprinkler system, elevator maintenance, emergency lighting etc
 The windows in the Sanctuary doors have had a vision blocking film installed restricting the view of the sanctuary from the lobby.

- 3. Small windows have been installed in the office doors of the main office, the DRE office and the Minister's office.
- The Children's Chapel has had deadbolts installed allowing locking from the inside but allowing key access from outside.
- The upstairs fire doors are now closed during the service when the Children are with their teachers.
- 6. Policies concerning Behavior and Safety (originally called Disruptive Behavior Policy) have been developed and published
- 7. Policies concerning Children and Youth Protection have been developed and published
- 8. Installing a PA system is not considered a workable option at this time because of expense and complexity and also because it is not clear how it would be used.
- 9. Two additional wireless panic buttons have been installed in the kitchen and sanctuary

We report compliance with section 1.3 c.

Submitted by the Management Team March 14th 2019

Draft Board Governance Committee:

Minimum 3 members

3-year term

Evaluation with Board and Committee members at 2 years to determine ongoing role of committee.

Requirements:

- Competency in policy governance within UU setting.
- Ability and availability to facilitate or help facilitate annual training of new board members between July 1 and Sept 1.
- Availability to attend ¼ of all official board meetings a year (rotating basis with members of the committee) for the purpose of observing and advising board as needed with effective PG decisions, policies, monitoring procedures etc.
- Maintain relevant policy governance skills through additional trainings on line or attendance at UU workshops.

Charge:

- Observe and support the BOT's progress towards a fully implemented policy-based governance system at USNH.
- Advise and or consult with the BOT on areas needing attention or education regarding policy based governance.
- 3. Provide orientation on Policy-Based Governance for new Board members.
- 4. Act as a resource for the Board and Management Team on policy-based governance questions.
- 5. Suggest appropriate ways to spread PG knowledge within the larger congregation.

		Draft Operating Budget for 2019-20	2018-17	2018-2017	2017-18	2017-18	2018-19	3/31/2019	% of	2018-20	2018-20		_
1		Version 2.10 June 2019	Budget	Actual	Budget	Antual	budget	Actual	Budget	Budget (1)	Budget (2)	Comments.	
Н		INCOME	Dunger	Potos	Duage	Pictural	Duuget	Autour	Dudget	Dudget(i)	Dunger (L)		╃┤
-	4000	Piedges	465,000.00	448.594.93	461,742.00	472,653,98	445,000.00	345,769,75	77.7%	458,000.00	458,000.00	Best estimate	1
2		Collection Plate	25,000.00	25,264,25	25,000.00	23,540,30	25,000.00	16,949,50	67.8%	22,500.00	22,500.00		2
-	4200	Coffee and Flower donations	2,000.00	1,961,42	0.00	1,259.67	1,500.00	879.62	58.6%	1,500.00	1,500.00		-
Н		Rentals	2,000.00	1,221.12		,,233.01	1,200.00		20.070	1,555.55	1,500.00		┿
4	4310	Regular Tenant	58,000.00	57,781,00	58,000,00	57.781.00	58,000.00	43,392,00	74.8%	60.216.00	60.216.00	FC calculation	4
5	4320	Incidental	6,000.00	9,303.00	8,000.00	8,505,00	7,000.00	5,540.00	79.1%	7.000.00	7,000.00		5
6	4400	RE Income	900.00	170.00	0.00	250.00	500.00	660.00	132.0%	500.00	500.00		6
7	4500	Fundraising	16,000.00	16,689,37	21,500,00	19,971,11	18,000.00	13,273,94	73.7%	16,000.00	16,000.00	Reduce somewhat	7
- 5		BLUU fundraising				,	3,500.00	3,552.00				2018-9 Activity only	5
9		CONECT Fundraising		1						2,500.00	2,500.00	Partial Support	9
30	4600	Interest	1,500.00	630.01	500.00	780.64	1,700.00	1,805.60	106.2%	5,200.00	5,200.00	Short term investments (CDs)	10
11	4800	Miscellaneous Gain/Loss			1,500.00	-263.88	0.00	-1,467.40		0.00		stock sales	\vdash
12	4900	Endowment contribution (2%)	17,461.00	17,461.00	27,000.00	27,289.50	23,827.50	10,000.00	42.0%	30,615.66	30,615.66	Increase to 3% for this year	12
13		Total Income	808,881.00	682,854.88	618,242.00	626,787.32	584,027.50	450,355.01	76.8%	604,031.66	604,031.68	Total Income	13
г				1					-				т
14		EXPENSES .		1				1	-				14
15	5100	Facility		1				1	-				15
16	5110	Utilities		1 1				1				water 15%, gas 25%, electricity 60% plus cost	16
ı			31,000.00	23,754.93	27,000.00	25,255.16	25,000.00	20,369.11	81.5%	25,500.00	25,500.00	Increase (including ~\$1600 in savings)	1 1
17	5120	Maintenance and Repair	9,200.00	7,138.74	9,200.00	7,995.51	7,000.00	7,499.86	107.1%	9,000.00	9,000.00	HVAC 10% Elevator maint 13%	17
15	5130	Property management							\Box			cleaning 20%, waste removal 40%, hvac	15
			8,000.00		9,000.00	8,837.30	10,000.00	10,035.82	100.4%	10,000.00		contracts 2%, elevator 10%, pest control 10%	
19	5140	Custodial Supplies	3,500.00	2,665.90	2,700.00	3,055.43	2,700.00	1,890.16	70.0%	2,700.00	2,700.00		19
20	5150	Landscape	11,000.00	9,506.78	10,000.00	10,553.50	11,000.00	9,864.10	89.7%	12,000.00		Mostly snowremoval	20
21	5160	Security/Alarm system	3,260.00	3,571.84	3,000.00	2,948.76	3,000.00	3,861.72	128.7%	4,000.00	4,000.00	Costs Increase	21
22		Facility total	65,960.00	68,036.07	80,800.00	68,845.88	68,700.00	63,620.77	91.2%	63,200.00	63,200.00		22
													\Box
23	5200	Communication, Media											23
24	5210	Office Supplies (copier paper,		1									24
ᆫ		supplies)	1,500.00	1,431.74	2,000.00	1,680.09	2,000.00	1,063.51	53.2%	1,700.00		Based on previous 12 months	ш
		Postage	700.00	791.48	1,000.00	630.75	1,000.00	347.20	34.7%	800.00	800.00	Based on previous 12 months	25
26	5230	Office service contracts (copier,											26
Щ		Poland Spring)	7,000.00	8,571.88	10,000.00	8,620.49	10,000.00	6,657.44	66.6%	9,000.00	9,000.00	Based on previous 12 months	+_
27	5240	Cable service: Internet, phone, TV,	3,400.00	3.642.24	3,500,00	4.042.69	4.000.00	2,707,76	67.7%	4.000.00	4.000.00		27
70	5260	WHI	1,500.00		1,800.00		1,800.00		53.8%	2,000.00		LogMein remote access increase	25
29	5200	Tech: hosting, software, licensing Communication total		2,611.00	18,800.00	2,308.83		967.51		17,500.00	17,500.00	LogiMeiri remote access increase	29
	\vdash	Communication total	14,600.00	17,343.66	10,000.00	17,282.86	18,800.00	11,743.42	62.6%	17,000.00	17,000.00		-28
30	5300	Committee SupportMember							\vdash				30
-	2300	Services			I I		I		 	I	l		
-	5330	Membership Committee	1,000.00	982.16	1,000.00	879.49	1,000.00	739.10	73.9%	1,000.00	750.00	Reduce possibly	31
		Covenantal Relations Committee	2,000.00	1.780.03	1,500.00	1,000.00	1,500.00	0.00	0.0%	1,500.00		Reduce possibly	32
_		Sunday Morning Team	2,000.00	1,760.03	1,500.00	1,000.00	1,500.00	0.00	U.U76	1,500.00	1,125.00	Won't need as many supplies to due kitchen	33
1 "	3330	ouroay Morning Team	2.000.00	1,702,03	1,800.00	1.844.55	1,800.00	1.443.62	80.2%	1,500,00	1,125,00	renovation	
34	5340	Stewardship/Canvass	2,000.00	1,637,82	1,800.00	1,072,72	1,800.00	484.67	26.9%	1,500.00	1,125.00		34
35		Endowment & Legacies	2,000.00	1,250.75	1,500.00	1,842.30	2,000.00	1.007.00	50.4%	2,000.00	1,500.00		35
36		Small Groups	300.00	1,220.73	150.00	0.00	150.00	0.00	0.0%	150.00	112.50		36
37		Library/Archives	245.00	210.89	200.00	131.50	200.00	25.84	12.9%	200.00	150.00		37
-27		Search Committee		210.03	200.00	.51.50	200.00	22.54	-2.2,0	10.000.00	10.000.00	Allocation for MSC Search Committee	-20
38	5380	Lay Ministry Team	200.00	200.00	200.00	0.00	200.00	148.00	74.0%	200.00	150.00	TOTAL STREET CONTINUES	35
39	2200	Committee/Member Services total	202.00	200.00	200.00	0.00	200.00	140.00	14.079	200.00	130.00		39
1 "		The state of the s	9,745.00	7,783,68	8,160.00	8,770.58	8,850.00	3,848,23	44.5%	18,060.00	18,037.60		1 "
\vdash		 	5,1 12.00	1,100.00	5,100.00	0,110.00	5,555.00	0,010.20	44.00%	10,000.00	10,000.00		+
40	5400	Denominational Affairs							\vdash				40

Version 2-10 June 2019 Budget Actual Budget Actual Budget Actual Budget Actual Budget Actual Budget Budget (1) Budget (2) 17,800.80	00 loan to Endowment. 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4
request now based on total income 17,760.00 17,760.00 17,760.00 17,760.00 17,760.00 17,760.00 17,760.00 17,760.00 17,772.00 17,772.00 17,772.00 17,760.00 17,860.80 17,800.80 17,900.00 17,900.00 18,900.00 18,900.00 19,900.00	above 4 20 loan to Endowment. 4 20 loan to Endowment. 4 Ancreased fees. If USNIH 4 rfees, this may go up. 4 to pay for fees, this may go up dated so donor picks up fees, Proposal - fees for piedges sees for fundraising activities
request now based on total income 17,760.00 17,760.00 17,760.00 17,760.00 17,760.00 17,760.00 17,760.00 17,760.00 17,772.00 17,772.00 17,772.00 17,760.00 17,860.80 17,800.80 17,900.00 17,900.00 18,900.00 18,900.00 19,900.00	above 4 20 loan to Endowment. 4 20 loan to Endowment. 4 Ancreased fees. If USNIH 4 rfees, this may go up. 4 to pay for fees, this may go up dated so donor picks up fees, Proposal - fees for piedges sees for fundraising activities
42 5430 New England Region (\$22/mem) 6,512.00 7,172.00 7,172.00 0.0	above 4 20 loan to Endowment. 4 20 loan to Endowment. 4 Ancreased fees. If USNIH 4 rfees, this may go up. 4 to pay for fees, this may go up dated so donor picks up fees, Proposal - fees for piedges sees for fundraising activities
49 Denom. Affairs total 24,272.00 28,732.00 14,702.60 7,361.26 60.04 17,800.80 17,800.	00 loan to Endowment. 4 4 noreased fees. If USNIH 1 fees, this may go up. 4 to pay for fees, this may go didated so donor picks up fees, Proposal - fees for piedges sees for fundraising activities
44 5300 Finance 85,100.00 82,869.61 85,234.00 7,790.00 7,900.00 7,790.00 7,900.00 7,790.00 7,900.00 7,900.00 3,500.00 3,500.00 3,500.00 3,600.00 3,700.00 195.93 49.0% 400.00 400.00 69.	100 loan to Endowment. 4 Increased fees. If USNH 4 Increased fees, this may go up. 4 Ito pay for fees, this may go idiated so donor picks up fees, imposal - fees for piedges sees for fundraising activities
45 5320 Mortgage 85,100.00 82,869,61 85,234.00 84,931.07 38,813.60 28,286.19 72.9% 37,714.92	00 loan to Endowment. 4 Ancreased fees. If USNIH 1 fees, this may go up. 4 to pay for fees, this may go disted so donor picks up fees, Proposal - fees for piedges sees for fundraising activities
45 5520 Mortgage 85,100.00 82,869,61 85,234.00 84,931.07 38,813.60 28,286.19 72.9% 37,714.92	00 loan to Endowment. 4 Ancreased fees. If USNIH 1 fees, this may go up. 4 to pay for fees, this may go disted so donor picks up fees, Proposal - fees for piedges sees for fundraising activities
48 530 Insurance 7,900.00	to pay for fees, this may go dated so donor picks up fees, Proposal - fees for fundralising activities
47 5330 Accountant's Review 4,350.00 3,500.00 3,500.00 3,600.00 3,700.00 102.8% 3,700.00 3,700.00 102.8% 3,700.00 3,700.00 102.8% 3,700.00 3,700.00 102.8% 3,700.00 3,700.00 102.8% 3,700.00 3,700.00 102.8% 3,700.00 3,700.00 102.8% 3,700.00 3,700.00 102.8% 3,700.00 3,700.00 102.8% 3,700.00 3,700.00 102.8% 3,700.00 102.	to pay for fees, this may go dated so donor picks up fees, included so donor picks up fees, included so for picking activities.
48 5340 EFT (VANCO) Fees 270.00 526.47 270.00 432.50 400.00 195.93 49.0% 400.00 continues to pay kees 40 5350 Bank fees 96.02 200.00 69.00 34.5% 0.00 0.00 not more ased usage, if USAH continues to pay kees (~3.0% of contrib using paypal) 5570 Paypal Fees (~3.0% of contrib using paypal) 5570 Paypal Fees (~3.0% of contrib using paypal) 5570 CT Sales Tax	rfees, this may go up. to pay for fees, this may go odated so donor picks up fees, Proposal - fees for piedges sees for fundraising activities
270.00 526.47 270.00 432.50 400.00 195.93 49.0% 400.00 400.00 continues to pay it sold the so	r fees, this may go up. 4 to pay for fees, this may go dated so donor picks up fees, Proposal - fees for piedges ses for fundraising activities
49 5500 Bank fees -138.83 96.02 200.00 69.00 34.5% 0.00 0.00 no mortgage fees 10 5500 Paypal Fees (~3.0% of contrib using paypal)	to pay for fees, this may go dated so donor picks up fees, Proposal - fees for piedges sees for fundraising activities
50 5570 Paypal Fees (~3.0% of contrib using paypal) 10 5570 Paypal Fees (~3.0% of contrib using paypal) 11 USNH continues up. if account is u this will go down. (USNH absorbs), if using paypal) 12 5570 CT Sales Tax 250.00 133.35 250.00 285.82 250.00 193.00 77.2% 250.00 250.00 250.00 285.00 285.00 100.00 50	to pay for fees, this may go dated so donor picks up fees, Proposal - fees for piedges tees for fundraising activities
Description	dated so donor picks up fees, Proposal - fees for piedges ees for fundraising activites
this will go down. (USNH absorbs), f 500.00 511.95 600.00 355.17 59.2% 500.00 500.00 (donor absorbs), f 500.00 (donor abs	Proposal - fees for piedges ees for fundraising activities
600.00 524,60 500.00 511.95 600.00 365.17 59.2% 500.00 500.00 (donor absorbs), 1 525.00 525.00 193.00 77.2% 250.00	ees for fundraising activities
500.00 524.60 500.00 511.95 600.00 355.17 59.2% 500.00 500.00 (donor absorbs).	
51 5570 CT Sales Tax 250.00 133.35 250.00 285.82 250.00 193.00 77.2% 250.00 250.00 52 5300 Merrill Edge sales commission 0.00 36.37 50.00 28.69 50.00 91.39 182.8% 100.00 100.00 Fees associated w 5500 Financial Affairs - Other 0.00 55.00 0.0%	
32 5380 Mertil Edge sales commission 0.00 35.37 50.00 28.69 50.00 91.39 182.8% 100.00 100.00 Fees associated w	
5300 Financial Affairs - Other 0.00 55.00 0.0%	th stock donations :
53 Finance total 98,070,00 96,840,67 97,704,00 88,677,06 51,813,80 40,188,68 77,6% 50,684,82 50,684,82	5
54 5800 Personnel	
53 5600 Salaries (Minister, DLRE,	
	ployees with more than 1 year
Associate Director of Music) 249,370.00 239,085.27 243,640.00 241,164.66 249,010.80 186,758.10 75.0% 255,512.35 255,512.35 service	
56 Scale Hourly Wages (Sexton, Membership	5
	re Coordinator 10hrs/week.
	hip Coordinator to 10%
57 S635 Contractor (Bookkeeping Services)	
12,000.00 11,456.25 12,000.00 12,093.75 14,250.00 10,687.50 75.0% 14,250.00 14,250.00	
	ray through year + Interim
Administrator, Sexton) 24,247.00 22,978.87 26,659.00 23,781.47 24,970.49 18,846.30 75.5% 38,818.50 Minister	
workers comp. life) 7.366.00 7.138.84 8,149.00 7.724.60 8.460.69 6,738.01 79.6% 8,594.22 8,632.90	1 -
© 500 Federal insurance Contributions Act	
(FICA) Tax 20.878.00 19.178.55 21.342.00 20.206.32 22.392.70 15.476.32 69.1% 22.766.86 23.450.42 7.65% of salary to	
61 5000 Pensions (Minister, DLRE,	6
Administrator, Sexton) 21,352.00 21,855.84 22,898.00 22,622.15 23,405.20 17,615.17 75.3% 24,028.43 24,028.43 10% of eligible sai	
cs sero Payroll service,admin fees, etc 3,000.00 2,601.28 3,000.00 2,766.28 3,200.00 1,906.12 59.6% 3,200.00 3,200.00	6
si sasi Professional Expense Accounts	6
(Minister, DLRE, Administrator,	I
Director of Music) 13,600.00 12,585.51 13,700.00 11,730.11 13,700.00 8,217.96 60.0% 15,365.00 15,365.00 Taken from Person	
64 Personnel total 378,823.00 388,880.30 388,734.00 378,716.74 403,094.18 284,671.82 73.1% 424,828.89 434,288.88	6
ss sno Tructeec Research and	6
Development 3,000.00 275.00 500.00 582.81 1,500.00 1,362.82 90.2% 1,500.00 1,125.00	
66	6
67 S720 Management Team Discretionary	6
Fund (new in 2018-17) 3,000.00 1,951.99 1,000.00 200.00 1,000.00 70.00 70.00 1,000.00 750.00	
68 5200 Musto	6
69 Music Dir-Training, Conference 0.00	6
	usic Fund for balance 7
71 6120 Accompanist for memorials 300.00 150.00 0.00 0.00 0.00	7
72 6130 Sheet Music/Library 800.00 486.43 500.00 1,940.79 500.00 186.69 37.3% 500.00 375.00	7

		Draft Operating Budget for 2019-20	2018-17	2018-2017	2017-18	2017-18	2018-19	3/31/2019	% of	2018-20	2018-20		_
ΙI		Version 2.10 June 2019	Budget	Actual	Budget	Aotual	budget	Actual	Budget	Budget (1)	Budget (2)	Comments.	
73	6140	Plano Tuning/Repair	750.00	1,281.00	700.00	375.00	700.00	500.00	71.4%	700.00	525.00		73
		Dues, Tapes, Misc	200.00	81.00	100.00	50.00	100.00	0.00	0.0%	100.00	75.00		74
75		Music total	3,060.00	2,648.43	2,460.00	2,385.79	2,450.00	788.69	32.1%	1,800.00	1,350.00		75
						-		1					
		Religious Education						l					76
		Adult RE	1,300.00	1,088.27	1,300.00	1,132.21	1,300.00	597.47	45.0%	1,200.00	900.00		77
\rightarrow		CYRE discretionary fund	500.00	302.97	400.00	422.04	400.00	31.29	7.8%	400.00	300.00		75
\rightarrow		Teacher Training & Support	300.00	300.00	300.00	337.69	300.00	300.00	100.0%	300.00	225.00		79
		Curriculum, supplies, equipment	1,200.00	897.30	1,200.00	1,011.48	1,200.00	637.52	53.1%	1,200.00	900.00		50
\rightarrow		YRUU Support	800.00	580.10	700.00 500.00	429.87	700.00	334.43	47.8%	700.00 500.00	525.00		81
\rightarrow		Family Multigenerational Activities	750.00	537.86	500.00	392.03	500.00	238.34	47.7%	500.00	375.00		52 53
83	6207	Teacher/volunteer background checks	300.00	0.00	150.00	36.00	150.00	173.00	115.3%	200.00	150.00		83
84	6206	OWL TeacherTraining	1,500.00	1.501.15	500.00	400.00	500.00	504.67	100.9%	500.00	375.00		54
85		Affirmations Class Expense	1,500.00	1,500.00	1,500.00	1,500.00	1.800.00	0.00	0.0%	1,800.00	1,350.00		85
86		Religious Education total	8,160.00	6,707.86	8,550.00	6,681.32	8,850.00	2,816.72	41.1%	8,800.00	6,100.00		36
Н	-	Transpired Constitution total	0,100.00	0,101.00	-,	0,001.02	0,000.00	2,010.72	41.17				\vdash
87	6300	Social Justice			-			i				Allocation (other than CONECT determined by 8J	87
ΙI							l			15,000.00	11,250.00	Network	1
55	6301	Abraham's Tent/Columbus House						1					55
Ш		(HEART)	600.00	569.04	450.00	449.97	500.00	666.66	133.3%				\perp
		Anti-Racism TF	700.00	700.00	400.00	526.94	400.00	400.00	100.0%				89
		Peace TF	650.00	650.00	650.00	650.00	500.00	40.59	8.1%				90
		Kids' Service Team TF	1,000.00	1,000.35	1,000.00	1,017.29	1,100.00	785.63	71.4%				91
		Immigration and Refugee TF	1,450.00	1,387.37	1,300.00	1,353.59	1,400.00	778.80	55.6%				92
		Green Sanctuary TF	200.00	141.47	280.00 400.00	190.00	635.00	438.19	69.0%				93
		Preventing Gun Violence TF	600.00	516.52	9,000,00	227.05	365.00	0.00	0.0%				94 95
		Waverty/USNH Partnership TF	9,500.00	9,499.62	570.00	8,990.00 123.29	10,000.00	6,275.21	62.8%				96
		UU-UNO TF (Dues) UUSC TF (Dues)	400.00 600.00	598.47	350.00	350.00	250.00 350.00	ł	0.0%				97
\rightarrow		Social Justice Council Reserve	300.00	300.00	650.00	447.09	500.00	ł	0.0%				95
		Mental Health Awareness	300.00	300.00	400.00	420.90	500.00	175.03	35.0%				99
		Social Justice Programs - Other	-	237.16	550.00	550.00	500.00	1,100.00	220.0%				100
\rightarrow		CONECT		251110		220.00	1,000.00	1,000.00	100.0%	7,000.00	7,000.00		101
102		Social Justice total	18,000.00	16,800.00	18,000.00	16,296.12	18,000.00	11,680.11	64.8%	22,000.00	18,250.00	Excluding CONECT SJ is down \$2,000	102
П													┱
108		BLUU Support					3,500.00	3,662.00	101.5%			2018-2019 only	103
								1					
		Worship											104
		Speakers	2,400.00	1,481.00	2,000.00	1,504.00	1,500.00	844.25		1,500.00	1,126.00		105
		Sanctuary supplies	400.00	45.34	400.00	393.30	400.00	55.98	14.0%	400.00	300.00		106
\rightarrow		Sunday Flowers	1,500.00	2,105.65	1,000.00	1,746.70	1,500.00	1,202.26	80.2%	1,950.00	1,482.60		107
106	6400	Worship - Other	4 222 22	516.96	3,400.00			150.00	22.00	3.860.00	0.007.50	\$300 request for Soul Matter Subscription	108
109	-	Worship total	4,300.00	4,148.96	3,400.00	3,844.00	3,400.00	2,262.49	88.2%	3,860.00	2,887.60		109
\vdash	-		\vdash		\vdash								+
\vdash	-		\vdash		\vdash								+
$\vdash \vdash$	-		\vdash		\vdash				\vdash				+
\vdash	-		\vdash		-								+
$\vdash \vdash$	-		\vdash		\vdash								+
110	-	Capital Fund Contribution	\vdash		\vdash		—					Calculated to produce deficit equal to Funds	110
							1,687.22	0.00	0.0%	544.82	388.93		
М	-									1			\top
П								1					\top
111		Total Expenses	830,170.00	801,187.19	628,720.00	612,473.90	684,027.60	434,354.80	73.1%	629,239.33	829,239.33	Total Expenses	111
112		Income - Expenses	-23,309.00	-8,312.21	-10,478.00	14,293.42	0.00	18,000.41		-26,207.67	-26,207.87	Negative means Deficit	112

	Draft Operating Budget for 2019-20 Version 2.10 June 2019	2016-17 Budget	2016-2017 Actual	2017-18 Budget	2017-18 Actual	2018-19 budget	3/31/2019 Actual	% of Budget	2018-20 Budget (1)	2018-20 Budget (2)	Comments.	
$\vdash \vdash$							-	\vdash				\dashv
二												口
\vdash		-		Fur	Pn nds released f	oposal to fund rom Emerson	the Deficit for Restricted Fu	r 2019-20 nd for RE	12,884.31	12.884.31	Remaining balance - fund will close	Н
					Funds rele	ased from Min	ilster's Sabbal	tical Fund	2,513.38	2,613.38	Remaining balance - fund will close	
$\vdash \vdash$			├	\vdash	Funds to 0	e taken from l	unrestricted N	et ∧ssets Total	10,000.00 26,207.87	10,000.00 26,207.87	Total cash available on 6/30/2018 \$27,218	Н
Ш									20,201.01	20,207.07		$\pm \pm$
\vdash												+
\vdash			 				Cost to b	ring UUA	tues to 100%	11,887.20	Full request \$29,668	\vdash
						•	cost to add Pa	storal Can	dues to 100% e Coordinator s Coordinator		10 hrs/week	
$\vdash\vdash$			 				COST TO BOOK	unication	Coordinator	7,068.00	10 hrs/week	\vdash
												\perp
$\vdash \vdash$		_	<u> </u>						<u>J</u>	<u></u>		+
\vdash					Unrestrict		- de d =			-		+
\vdash					Net Asset		apital Fun	id,				+
\Box			20	18-19	\$27,218		\$27,752					\perp
$\vdash\vdash$		\vdash		epaid				Donat		-		+
				edges,				\$29,	464			\bot
$\vdash\vdash$		\vdash	\$4	6,913								+
												\perp
$\vdash \vdash$		-										+
												\perp
\vdash					Temp							+
oxdot					stricted		Operating	g				
\Box					funds,		Reserve,					\blacksquare
$\vdash\vdash$		\vdash			73,994		\$94,126					+
				*								\perp
$\vdash\vdash$		\vdash										+
						-						
\vdash		\vdash		Net As	sets \$2	99,468	6/30/2	2018				+
\vdash			1									+