

UUCL BoT Minutes – Postponed August Meeting on September 15, 2021

Location: Online Zoom Meeting, 7:00 p.m.

Trustees Present: Darcy Pollock, Carole Campbell, Fred Foster-Clark, Alan Jacobs. Kim Chappell, Brad Weaver, Chris Steinbrecher, Jonas Kauffman (Treasurer); Rev. Israel

Others Present: John Snyder and Evelyn Pendleton (both from Financial Advisory Committee), David Dussinger

1. The meeting was called to order at 7:03 by Darcy with a chalice lighting and opening words.

2. Dave Dussinger gave a facilities report on wiring issues that support IT in the building. Rewiring is needed to clean up and reconnect wiring “messes” as well as to provide expanded and optimal performance for cameras needed for security and livestreaming. He also advised the Board to plan ahead for a firewall replacement in the boiler room. Dave gave an estimated cost of \$12,800 for all work except a new firewall.

Alan moved and Fred seconded that UUCL approve this work, pending Jonas’s approval of the financial source [Jonas joined the meeting later] and its payment from the Capital Expenditures Fund account. After discussion, the motion was passed 6-0 [Carole joined the meeting later.]

3. Jonas, John Snyder, and Evie Pendleton, all on the Financial Advisory Committee, gave a presentation about the unusually large operating fund balance (approximately \$180,000) at the end of the fiscal year. They recommended that \$114,000 be earmarked for three purposes and the corresponding funds. For membership expansion efforts, \$30,000 should be allocated. Discussion ensued about uses for that money, with the possibility of a short-term hire for proactively encouraging existing members and for recruitment of new members. The Board deferred development of that possibility to Rev. Israel. Alan and several others expressed unease with the whole amount being allocated for someone’s salary.

Brad moved and Chris seconded that, based on the FAC recommendation, \$30,000 be earmarked to fund efforts to improve member engagement and encourage new attenders to join the church. The motion passed 6-0. [Carole not yet in the meeting].

Regarding the remaining \$84,000 under discussion, the FAC members recommended that \$20,000 be transferred to the Operating Reserve Fund, and \$64,000 to the Capital Reserve Fund.

Fred moved and Alan seconded that these FAC recommendations for the \$20,000 and \$64,000 transfers be adopted. The motion passed 7-0.

FAC members presented a proposed policy regarding the preparation and use of the annual operating budget. Discussion centered on the late-June 2021 use of \$20,000-plus in 2020-2021 funds for previously-unbudgeted office redesign and furniture purchases for the office and Emerson Hall. Alan suggested that the discussion that ensued was valuable, but that adopting a policy in lieu of an initial discussion was not a substitute, and that more discussion needs to take place.

Carole moved and Fred seconded that any action on the proposed policy be tabled until further substantive discussion has taken place. The motion passed 7-0.

4. There were four items on the consent agenda: 1) the Treasurer's reports for August and September 2021(attached); 2) the minutes of the June 24, 2021 BoT meeting; 3) the minutes of the July 22, 2021 BoT meeting; and 4) confirmation of the appointment of Holly Williams to the Committee on the Ministry (COM). All four were considered, and there was no discussion.

Fred moved and Alan seconded that the consent agenda be approved. The motion passed 7-0.

5. Discussion on the varied aspects of re-opening the church for life celebrations and ceremonies began, but because of the complex issues and late hour, the members agreed that they would reconvene in one week, on September 22, to allow time for unhurried exchange of ideas. All agreed.

Alan moved and Carole seconded that the meeting be adjourned. It was passed, 7-0, at 9:30.

Respectfully submitted,

Kim Chappell

August 2021 Treasurer's Report

Dear UUCL Board of Trustees:

Attached are the July 2021 financial statements. The monthly operating surplus for July was \$49.5k, due to the large amount of pre-paid pledges which were booked in July. Total Financial Commitments for July were \$71.5k, approaching one-quarter of the \$300,000 annual pledge budget.

Expenses for the month were \$5k under budget, primarily due to personnel costs coming in \$3.6k lower than budgeted.

Our Operating Fund balance at July month-end stood at \$230k.

We're off to a good start for the 2021-22 fiscal year!

Respectfully submitted,

Jonas Kauffman

September 2021 Treasurer's Report

Dear UUCL Board of Trustees:

Attached are the August 2021 financial reports. Revenues for the month were \$7k under budget. Pledge receipts were \$2.4k less than budgeted and other contributions were also lower than expected.

Expenses for the month were \$8k under budget. As in July, personnel costs had the biggest impact, running \$5.4k under budget. For the month, we had a net budget deficit of \$12k. The expected (budgeted) deficit for the month was \$13k. On a year-to-date basis—two months into the fiscal year—we have a budget surplus of \$37k.

Our Operating Fund balance at August month-end stood at \$217k.

Respectfully submitted,

Jonas Kauffman

APPROVED