

February 2021 Board of Trustees Meeting Packet

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Covenant of First Parish Brewster UU Board of Trustees

“Entrusted by the congregation, we recognize that ours is a sacred duty and we will bring our highest selves to all work on their behalf. We promise to arrive on time, come prepared, speak gently and respectfully with each other, and allow everyone time to speak. We will operate by majority vote, trying whenever possible to work toward consensus and support a decision once it has been made.

We pledge to use one-on-one communication to express concerns or resolve conflicts with each other. When communicating with the congregation and community at large, the Board speaks with one voice. Our primary commitment is to the long-range health of First Parish Brewster Unitarian Universalist congregation.”

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FPBUU Board of Trustees
Meeting Agenda February 18, 2021

6:35 - Spiritual Opening and focused check-in - Rev Jessica

6:55 - Read Board Covenant – Jim

7:00 – Reparations (History)& Reparations(Action)Task Force

7:20 - Widening the Circle Discussion (pages 101-110) - Rev Jessica

7:45 - Financial Update - Diane

7:55 - Policy – Board Communication with members - Katharine

8:15 – Community Engagement Survey (This is in December packet)
Frank, Jim, Bill, Carol D, Carol Y

8:20 - Consent Agenda – President’s report, Minister’s report, Life Span Religious Education Director’s report, Director of Administration and Finance report, Congregational Covenant task Force Report, 8th Principle Task Force Report, Covid Task Force Report

8:30- Check-out/Closing – How are you feeling about this meeting. Both positive and negative comments are welcome.

**FPBUU Board of Trustees
Zoom Meeting Minutes
January 21, 2021 6:30 PM**

Members in Attendance

Jim Hild, Past President
Susan Smith, President-Elect
Diane Pansire, Treasurer
Carol Yerby, Clerk
Katharine Farnham, Member at Large
Tom O'Brien, Member at Large
Frank Re, Member at Large
Bill Roberts, Member at Large

Note: Carol DiAnna, President was absent. Susan Smith, President Elect, presided over the meeting.

Staff in Attendance Rev. Jessica Clay

Chalice Lighting - Rev Jessica

Rev. Jessica lit the chalice and shared a reading by Rev. Scott Taylor.

Read Board Covenant - Diane

Diane Pansire read the Board Covenant.

Widening the Circle of Concern Discussion - Rev. Jessica

The Board read and discussed the chapters on Religious Professionals and Educating for Liberation. Board members were invited to share recommended actions for our congregation. Suggestions included: Jubilee training on anti-racism from the UUA which is available online, a lay service on unconscious bias, hiring an additional minister or ministerial intern to support Rev. Jessica, leadership training in anti-racism and/or conflict resolution, and hiring a leadership coach to work with the Board and LDC.

The **reading assignment for next month** is Innovations and Risk-Taking (pages 101-110). Board members should come prepared to recommend actions for our congregation to take.

Financial/Stewardship Campaign Report – Diane

1. Danica needs additional funds to pay for musicians for their participation in online worship services. The Board voted unanimously to approve \$2,150 for this line item.
2. The new PPP loan from the government is available, though it appears FPB income was not negatively impacted enough for us to qualify, but we have not given up hope. In case we do qualify and apply, we would like Board approval to accept the funds. The Board voted unanimously to accept the PPP loan if we are approved for the loan.
3. The Endowment loan to First Parish Brewster has a remaining balance of about \$78,000. The treasurer reminded the Board that the congregation expressed its strong preference to pay off the Endowment loan as soon as possible.
4. On February 28th, there will be a state-of-the-church conversation with the

congregation. There are three main elements: A representative from the Board will provide a brief presentation, the Finance Committee will provide a midyear financial update, and the kickoff of the stewardship campaign will occur. A representative of the Board should be prepared to speak for about five minutes. Board members should attend the meeting if possible.

Policy Committee - Katharine

The Policy Committee had no comments on the Demonstration Policy. Elenita spoke to the Policy Committee about the 8th Principle. Policies will need to be reviewed if the congregation votes to adopt the 8th Principle.

Covid Task Force Report – Rev. Jessica

The Covid Task Force met recently. In the next month or two, the task force will create guidelines for when we can open the church again. We will open based on community parameters that the team will develop. The date will probably be in the fall. Outdoor gatherings are being explored, potentially one Sunday per month in the spring when the warmer weather permits.

Community Engagement Survey Discussion (see December packet)

Carol D. is forming a subcommittee to discuss the survey responses. Carol D, Frank, Carol Y, Jim, and Bill offered to be on the subcommittee. Rev. Jessica noted that the Committee on Shared Ministry has already discussed the survey results.

Congregational Covenant Report – Katharine and Susan

The committee is going to offer five listening sessions to gather input from the congregation. The first session will be held with the Committee on Shared Ministry, the second with the Right Relations Committee. The last three sessions will be open to the congregation. Both Rand B. and Barb D. will be the clerks.

8th Principle Task Force Report – Tom, Carol Y

Members of the 8th Principle Task Force have been meeting with each of FPBUU's committees to discuss what adoption of the 8th Principle would mean for them. Rev. Jessica recommended that the 8th Principle Task Force hold one more Q & A in May to refresh people's memories and provide another forum for parishioners to ask questions before the annual meeting. Katharine recommended that there be some type of training related to implementation of the 8th Principle if the congregation votes to adopt it. The Board would like the Task Force to recommend what needs to happen going forward if the 8th Principle is adopted. There will most likely need to be a visioning process regarding implementation if it becomes one of our Principles.

Reparations Task Force Report - Susan

There are two working groups that have been meeting separately: Reparations Action and Reparations History. Last week, the two groups met together to learn about each other's activities. At the next Board meeting, members from both groups will talk to us about what they have been doing. They are joining other groups outside of FPBUU that are also doing this inspiring work. They will participate in the March 21st worship service.

Consent Agenda – December 2020

The Board voted unanimously to approve the December 2020 Consent Agenda (President's report, Minister's report, Lifespan Religious Education Director's report, Director of Administration and Finance report).

Note: The FPBUU Board of Trustees voted via email to approve the December Board meeting minutes, so that members could read them in a more timely manner.

Executive Session

Note: On Thursday, February 11th at 6:30 there will be an extra Board meeting to continue the Executive Session discussion.

Check-out/Closing

Adjourn

Respectfully submitted, Carol Yerby, Clerk

President's Report – February 18, 2021

It's hard to believe that we are more than half way through February and Covid 19 pandemic is still with us and may be for a number of months. What's positive is that the Covid vaccine is on the Cape but still challenging to schedule an appointment and I believe we are still in Phase one which means you must be 75 or older to get an appointment. I recently heard on NPR that Barnstable County has set up a special number to call for information (774-330-3001). One can also call 211 for information. However, I have not tried calling as I am under 75.

Obviously as this pandemic continues and many of us are isolated in are homes, we would like to see our campus open and have church services in the sanctuary. We also have members who would like the Board to allow small groups to meet in FPBUU buildings. Please know that the Board members hear you. However, the Covid Task Force continues to meet monthly to access the situation and make he to the Board about when and how we may be able to open our campus and we will only open the campus when we feel it is safe for our members and friends.

Of course would be to be able to meet in person and we will do that when we feel it safe for all of our members. What is amazing that there is so much that has gone on and still goes on with members via zoom. Just to name a few, FPBUU has 6 covenant groups in which 50 individuals are participating. Building a Bigger Table continues to meet monthly finding ways to help immigrants. Over a 12 month period, members of FPBUU the vote sent out 14,220 letters and postcards to key swing states encouraging people to vote. No candidate was endorsed because we are a religious organization.

During our Board Retreat in August 2020, the Board voted for 2 goals:

- To educate our congregation on the importance of the 8th Principle with hopes that FPBUU members will vote to adopt it at our Annual Meeting.
- To develop a Congregational Covenant and have it voted on at our Annual meeting in June.

We now have several church members and 2 board members working in each task force. And they are doing a fabulous job. They have been holding discussion sessions to get input from our congregants. If you have any concerns or questions, Susan Smith and Katharine Farnham are members of the Congregational Task Force. Carol Yerby and Tom O'Brien are members of the 8th Principle task Force.

There are also 2 Reparations Task Forces:

- Historical Reparations
- Action Reparations

What's amazing to me is how many individuals have realized and stepped up to be part of this important work as we analyze systemic racism and white privilege culture within Unitarian Universalism and within our own congregation.

The Board continues to work to maintain the long-range health of the FPBUU congregation by overseeing planning and goal setting, creating policies and overseeing the annual budget.

Keep the faith.

Carol DiAnna, President of the Board of Trustees

Ministers Board Report February 2021 from Rev Jessica Clay

Overall thoughts:

February has gone well, things seem to be moving along in the congregation as we near the one year anniversary of the pandemic.

Worship and Rites of Passage:

Several NE congregations attended our worship services this month with much success. Attendance is a bit higher as a result. I worked closely with the LGBTQ Welcoming Congregation Committee to plan the service on February 14th. Laura Wagner from UU Mass Action preaching on Feb 21st. I am using my professional expenses for our few guest preachers this year because it is an extraordinary year.

A conversation has begun around tech needs once we resume in person worship (projected for this fall). I suggest a tech task force to asses building and equipment needs so that meetings can be part hybrid/part in person.

We continue to have 17-20 accounts on for vespers each Wednesday evening.

Pastoral Care:

I continue to meet with congregants via phone and zoom. We will be holding a pastoral care meeting on zoom in later February. I will be fully vaccinated by March, this does not mean I will resume in person visits, but if there is an emergency need I will be available.

Social Justice in the Public Square:

My class on My Grandmothers Hands has 12 participants and is going well. I plan on attending the 8th Principle Task Force meeting in March.

Administration:

Staff Evaluations are completed and recommended changes were presented to the personal consultants and finance committee this week. At the March meeting of the finance committee we will be presenting a draft budget. It is my recommendation that this congregation strive to have a goal of providing the recommended cost of living wage increase each year and having employees' salaries at mid-range of UUA recommendations.

Serves the Larger Unitarian Universalist Faith:

I continue to attend UUMA cluster meetings, my local interfaith women ministers group, and the zoom group of newly settled ministers that I convene. I am taking a course on supervision at the end of February. I am taking a management course in March. I have also signed up for a year long fundamentals of Buddhism class through Insight Meditation Center as well.

Board Report February 2021
Twinks Hastings, Director of Lifespan Religious Education

Overview

This is such an extraordinary time and yet I continue to see resistance, and joy in our children, on a weekly basis, this helps to keep me grounded in this time. The pandemic is really starting to take a toll on our middle and high school youth. The social separation, at a time in their lives where peer interaction is so important, is really hard. They are struggling. Our families are also struggling, especially with Brewster schools returning to full remote for now. It's a lot, and myself and the committee are doing what we can to be as supportive as possible. We welcomed another baby into the community this month, baby Neve, sister to Elliot, Edie and Olive. The other Chalice Children families, the committee and I have been dropping meals off to the family, its so nice to see the community come together in this way.

Outreach/Professional Development

My credentialing is starting to wrap up, I had my last class yesterday and handed in my portfolio last week, the end of this month is the final deadline for 4 essays, a response to about 40 books!, and a self-evaluation of my learning. I have my final interview in April, Jessica is setting up a mock panel for me in March, for which I am very grateful. I have learnt so much from this process and am grateful for the support of FPB

I also took and completed a certification to become a Youth Mental Health First Aider, in response to the needs of our young people.

CYM Committee

We continue to meet monthly through the pandemic and are working on plans for celebrating our bridging seniors and an Easter treat drop-off.

Adult Religious Education

I had intended to have an adult RE plan finalized by the end of February but have pushed back that deadline till March to give me some extra time to complete the credentialing process.

CYM in the community

I was really heartened this month by both the covenant task force and the stewardship committee reaching out to me and asking for the children and youth to be involved in these processes in a meaningful way. It really touched me because I have so often experienced the children and youth being treated as an afterthought, or they are asked to help with the labor of a project without meaningful input. I really hope to continue to nurture these connections to the wider community, its vital to the faith development of the children and youth and only serves to strengthen the congregation.

In conclusion

This was a busy and productive month, my hearts are with our families, and our isolated members right now. We have done such a great job of carrying on, and making it work, and adapting, and rolling with this pandemic, and now there is a need to process how "not normal" this has been and think about the lasting trauma as we move on in community.

Report from Administration and Finance Director – February 2021

Financial Highlights & Pledges (see the cover page of the financial reports for more info)

- Financial Reports show as of January 31, 2021, a surplus of \$27,708 and a checking/savings balance of \$135,015. With cash on hand of more than 2 months of budgeted expenses, no Endowment distribution is needed at this time.
- We received our second PPP loan, February 5th, 2021 for \$72,567.50. This reduces the potential need to draw from the Endowment Fund for operating expenses this current fiscal year.
- For FY20-21, we currently have 206 pledge units for a total of \$361,068 pledge commitments.

Property Management

- I included in my self-evaluation last month that I have been looking at the property management part of my job with a wider lens. I am curious about moving the Sexton position into more Property Manager. I am currently delegating tasks that make the most sense, such as scheduling and outreach with our various technicians for service and inspections. Starting in March, Jennie will begin attending the monthly Building Maintenance Committee meetings, and we will work to build clear lines of communication. The overall goal is to use our human resources in the most efficient way and clarify processes in particular to the oversight of our buildings and grounds.
- I have sent a letter to the Main Street Brewster Trust that owns the Brewster Chowder House/Woodshed Tavern to touch base on the verbal agreement to use the back part of the lots with the hopes of making a more formal agreement.
- The Building Committee is working with the Covid Taskforce to ensure our buildings are ready when the time comes for us to gather in person in our buildings.

Administration as Ministry

- I have been working with Rev Jessica to create the personnel recommendations breakdown of costs for the 2021-2022 Draft Budget, which she presented to the Finance Committee this month. I have begun setting up the skeleton of the overall 21-22 budget and will give a draft for Finance Committee to review and make recommendations to the Board of Trustees next month.
- In January, I led a two-part book discussion on Edgar Villanueva's book *Decolonizing Wealth*. The participants included members of Membership, Board of Trustees, Reparations Group, Endowment Board and Social Justice. There was very positive unanimous response indicating a need for more conversation on this topic.
- I am designing the pledge material for the Annual Stewardship Drive with input from the Stewardship Committee and Rev Jessica. Materials will be ready to send out the last week of February so that members will receive their packet right after the opening Stewardship Sunday, February 28th.
- I continue to meet with the 4 Employees that I supervise regularly and offer support for all staff as needed. Everyone is tired of the pandemic and yet still showing up and making the best of each day.
- I am co-leading the All Committees' *Come Together* Meeting on February 27th 9-11 am with Rev Jessica and Twinks. Last I checked we have 12 people signed up, but I am anticipating a good turnout as it is still early for people to RSVP. The main goal is to connect with the many groups at FPBUU, to hear how and what they are doing and to share information to help committees continue the meaningful work of the church.

Membership

- The following names are before the Board to review their membership status because they do not meet the by-law requirements for membership. Multiple attempts have been made to contact these individuals and upon review by myself, the Minister and the Stewardship co-chairs, we believe they do not wish to be members of First Parish at this time. My last letter assured them that at any point they are welcome to attend services or reinstate their membership if they wished. Names to be reviewed for removal from membership: Donna Baldwin(Bray), Bob Wait, Pamela Herrick.

Blessings, Karena Stroh, Administration and Finance Director

Summary of Policy committee minutes 2/1/2021

Present; Karen Witting, Marilee Crocker, John Kielb, Topper Roth and Katharine Farnham

The Policy Committee recommends that the updated Board Meetings Policy does not require a congregational review and should be published directly with notice to the congregation that it has been updated.

Time was spent on the Safety Policy. Discussion centered on whether the policy should be broken into separate components (medical Emergencies, Fire, Bomb threats, Lockdown situations, not involving active shooter) These four in addition to Active shooter and Severe weather Policies. There was agreement to this general idea.

Katharine Farnham

First Parish Brewster Unitarian Universalist Policy

Policy Title: Board Meetings

Policy Number: 2.2

Purpose: To establish relations and communications between the Board and the members of FPBUU

Revisions: Revised

Board Review Date: February 18, 2021

Congregations' Review Period: September 2017

Effective Date: October 2017

POLICY STATEMENT

This policy establishes the procedures/standards for relations and communications between the FPBUU Board of Trustees, hereafter referred to as the Board, and the members of the FPBUU Congregation.

The Board will hold open meetings so FPBUU members can share in important decision making. The Board will communicate Board decisions with the Congregation through the FPBUU web site, the weekly Angle and quarterly Angle. The Board may also enter into an executive session to discuss confidential personnel and legal matters.

PROCEDURES

1. At the beginning of each Board meeting time will be allotted for members of the congregation to come before the Board to make comments or questions. Members wishing to make comments should contact the Board President prior to meeting.
2. Approval of Board minutes:
 - a. Minutes of the Board meetings will be sent to Board members soon after each meeting for review and correction.
 - b. The Board will have one week to submit corrections to the clerk.

c. The clerk will send the revised version of the minutes to the Board president for final approval, and the President will send the approved version of the minutes to the Administration and Finance Director (AFD).

d. When the AFD sends the Board packet to the Board, it will also be posted on line.

e. Members of the congregation will have access to the previous month's minutes and the agenda in advance of each upcoming meeting.

3. When a member or members of FPBUU bring proposals or concerns to the Board that requires further study, a written response by the Board will be made to the initiating member(s).

4. A bulletin board shall be placed in the hallway near the other bulletin boards. Photos of all Board members along with an invitation for members to contact the Board president with their ideas and concerns will be posted on the bulletin board.

5. The following procedures apply whenever the Board is in executive session:

a. Board members and others whom the Board invites as needed for the purposes of the session shall be the only persons entitled to attend the executive session.

b. No votes or binding decisions will be made in an executive session, unless the nature of the issue is such that it must remain confidential until fully resolved.

c. Decisions to be made as a result of the executive session discussion shall be formalized in the open Board meeting with a motion that is properly made, seconded, and voted upon.

d. Executive sessions may be held to manage the following:

i. Selection of members to fill Board or Committee vacancies;

ii. Human resource issues, including evaluations, compensation, and disciplinary issues;

iii. Legal issues

iv. Any other issues that arise requiring confidential discussion by the Board.

6. Voting by email - Under special circumstances, the Board may be required to vote on a specific issue by email. In such an event, responses by a quorum of Board members will be required to arrive at a decision.

GUIDELINES

1. Unless the minister or ministers are required to attend an executive session, the minister or ministers will be excused from executive sessions as a matter of course.
2. When issues arise that require tasks beyond Board members' available time or special skills or knowledge, the Board will be mindful of the possibility of appealing to the church community for assistance in order to insure the best outcome and as a way of inviting greater numbers of church members to become involved in the operation of the church.
3. The Board will seek congregational input when considering Board decisions that would create a major departure from current practices.
4. The Board shall consider holding some meetings during the day to accommodate those who want to attend Board meetings but do not drive at night.
5. Before any vote by the Board, comments and opinions from any congregants present will be solicited.

STANDARDS

No standards are recommended at this time.

DEFINITIONS

1. Executive Sessions are exclusive to Board members but others may be invited. The core functions of the executive sessions are to assure confidentiality, create a mechanism for Board independence and oversight, and enhance relationships among Board members. While such sessions seem contrary to the expected openness and transparency of the Board, these sessions provide a mechanism to respond to confidential issues.

Below are some takeaways from the Community Engagement Survey.

Community Engagement Survey

Final 2020 FPBUU Engagement survey take-aways.

- Approximately 1/3 (111) of the FPBUU congregation participated in FPBUU's Engagement survey. This is a statistically significant number of people responding.
- In answering the open question at the end of the survey: "Is there anything else you would like the staff and leadership team to know or consider at this time?" - There were 62 responses of which roughly half were expressing gratitude to the Board / leadership for good work they do. There were roughly 15% were concerns dealing with the direction the country or FPBUU was going, mostly the country.
- In answering the "During the Pandemic" issues question: "*Are there any other issues that are significant to you?*" – There were 44 *open* additional issues/feelings that were mostly dealt with either the pandemic in general or the election, the fact of being isolated and the resulting insurrection at the US Capital.
- More than ½ expressed concern for their mental / physical health, depression, isolation, and/or anxiety.
- Most of the people responding to the survey were over 60 years old, had been a member for more than 10 years, and were retired.
- An overwhelming (greater than 50%) number of responders read the Weekly Angle, attend FPBUU Sunday services, participate in FPBUU Covenant groups, and participate in non-FPBUU activities. (Thanks Jim for doing the take-aways.)

Below is information from the pie charts.

Age Group (111 responses):

- 17 or younger – 14%
- 31-45 – 6%
- 46-60 – 10%
- 61-80 – 70%

How long a member at FPBUU (108 responses):

- Less than a year – 6%
- 1-2 years – 10%
- 2-5 years – 10%
- 5-10 years – 10%
- 10-20 years -34%
- More than 20 years – 30%

What does your life look like day to day? (111 responses)

- Working from home – 15%
- Working on site away from home – 15%

- Not working; wanting to find work – 9%
- Not working; retired or not looking – 61%

How often attending online Sunday worship since Covid 19? (111 responses)

- Weekly – 45%
- 2-3 times a month – 25%
- Monthly – 7%
- Occasionally – 22%
- Not at all – 2%

Did summertime impact your usual level of attendance? (111 responses)

- Not really – 68%
- Somewhat – 16%
- A lot – 16%

Are you participating in a covenant group? (110 responses)

- Yes – 66%
- No – 34%

Do you read the Weekly Angle each week ? (111 responses)

- Yes always – 61%
- Yes most weeks – 32%
- Sometimes – 6%
- Never – 1 %

M107

What support practices have been helpful durin this pandemic? (111 responses)

- Reading – 80% (89 responses)
- Connecting online with others – 82% (92 responses)
- Spending time in nature – 78% (86 responses)
- Physical exercise – 78% (87 responses)

How much energy do you feel you have for volunteering this Fall at FPBUU? (107 responses)

- 1. No energy – 10%
- 2. – 31%
- 3. – 35%

- 4. - 14%
- 5, A lot - 10%

How much energy do you feel you have for participating in programs at FPB this Fall and winter? (107 responses)

- 1. No energy) - 7%
- 2. - 30%
- 3. - 39%
- 4 - 17%
- 5. A lot - 5%

If building were to open for services sometime in 2021 would you attend? (110 responses)

- Definitely - 42%
- Maybe - 29 %
- Definitely not - 5%
- Not sure - 4%
- It depends - 20%

When time comes to return to in-person services, we plan to continue to stream Sunday worship online. How do you think you would attend?

- Attend in person all or most of the time - 50%
- Split attendance between in person and online - 31%
- Online or most of the time - 4%
- Not sure yet - 15%

Respectfully submitted

The Community Engagement Survey Sub-Committee

Carol Yerby, Carol DiAnna, Jim Hild, Frank Re, Bill Roberts

2/9/21 Covid Task Force Meeting Summary

1. Discussion re suggested outdoor annual meeting on June 13

- Locations suggested to the task force included the Brewster Elementary School property (like Brewster Town Meeting) or the FPB solar field parking lot.
 - The town is unlikely to permit the use of the school property for a large private meeting during covid restrictions, for liability and other reasons. Town Meeting was held on town property, and operated subject to a legislative-body exemption from the Governor's gathering orders.
 - Use of the FPB solar field parking lot for an outdoor meeting would require cars to park elsewhere, as social distancing would not permit both parking and separated seating. The lawn behind Winslow house is too steeply pitched to be used for outdoor seating, and no other flat area on FPB property is large enough to socially distance a large group.
- General task force concerns regarding the logistics of operating an outdoor annual meeting
 - Current gathering orders would not permit the gathering of the required number of people needed to meet quorum, and it is not clear whether or how such gathering orders will change before June 13. Extensive preparations could be frustrated at the last minute by group number caps. Town meetings have been operating subject to an explicit exception for legislative bodies (city council, town meeting, state legislature) in the Governor's orders, which would not apply to FPB's annual meeting.
 - Seating (chairs appropriate for soft ground, usually with bar-type bottoms, not legs) for a large group would need to be acquired/rented and set out in a measured grid to ensure distancing.
 - Amplification, including roving microphones for participant comments, would need to be provided. Assembling in a line at a fixed microphone would pose transmission risk. Irie's experience with outdoor Falmouth Town Meeting indicates that those with hearing difficulties/hearing aids may require individual amplification devices to clearly hear the discussion/comments (neck-worn speakers). Staff would need to be provided to "run" the roving microphone to each person who wanted to comment (with disinfection in between), and to control the AV system to manage sound levels/feedback.
 - Bathroom access will be an issue for a meeting which will likely last multiple hours. This has been a problem at outdoor town meetings.
 - Weather: June can be either too cold or too hot, unpredictable. Any rain would require postponement due to electrified amplification. Outdoor town meetings have experienced issues with sun/sunburns from prolonged exposure to direct sunlight, as well as issues with insects for meetings held later in the day to avoid the direct sun.
 - If circumstances (weather, technical problems, failure to have a quorum show up in-person) require a postponement/default to a Zoom meeting, will there be enough time left to prepare and hold another meeting before the end of the fiscal year?

2. Discussed information from Building and Grounds committee regarding an air filtration system installed at the Hyannis Yacht Club.

3. Discussed possible development of epidemiologic/statistical criteria for reopening the meeting house to in-person services. Parameters are currently too fluid to set particular metrics, but hopefully more data will be developed over the next few months, particularly with respect to the effect of vaccination on transmissibility. Possible adoption of specific criteria will be revisited as data develops.

Covenant Task Force summary 2/18/2021

The covenant task force has now completed five listening sessions with members of the congregation, and we are looking forward to hearing from FPB's children and youth in the next week.

Reflections from those participating have been heartfelt and inspiring. We are presently working to glean language from copious notes taken. Input has also helped us to understand how congregants hope the covenant will be put into practice.

After researching covenants from the UUA and writing our covenant, we will publish it and request comments from the congregation (running it by Shared Ministry and Right Relations first).

The final version of the covenant will be available to the congregation prior to the annual meeting, where it will be voted on with the understanding that after putting it into practice for a year. It be revisited and revised.

Katharine Farnham

**8th Principle Task Force
Board of Trustees Update
February 2021**

The 8th Principle Task Force participated in the worship service on MLK weekend. Post-service Q & A session had a good turnout.

There will be an article in the Spring Quarterly Angle which highlights the main questions asked by parishioners during our Q & A sessions and meetings with committees.

The 8th Principle Task Force will schedule another post-service Q & A in the spring (most likely May). The Task Force will continue to provide ways for members to ask questions/provide input to the Task Force.

The 8th Principle Task Force discussed its role after the vote to adopt the 8th Principle which will be held at the Annual Meeting. Members agreed that it is not our role to make recommendations going forward if the 8th Principle is adopted. They believe that a new committee would need to be established with a charge from the Board regarding its role in implementing the 8th Principle, e.g., creating/developing a budget for training & other activities.

The Task Force has reached out to the congregation via Q & A sessions, articles in the Angle and meeting with committees, all leading to a vote at the Annual Meeting. The Task Force discussed other ways that they might communicate to the congregation as there are members who have not been part of meetings with committees and/or the post-service Q & A sessions. Some suggestions were:

1. Develop a communication tool, e.g., public chat board/chat room where members can go to ask questions/make comments and see what others have said.
2. Provide a link on our website to the 8th Principle website as well as highlighting the Social Justice page that contains a video by Katharine Farnham emphasizing the 8th Principle work as a priority this year.
3. Write a short “blurb” for the Weekly Angle about the Article II Study Commission as it is a critical piece of the 8th Principle “process” for the UUA.

Financial Reports - January 2021

Submitted by Karena Stroh, Administration & Finance Director

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Tab 3 (pages 5-7) - *Operating Fund* Profit & Loss Previous Year Comparison

Tab 4 (pages 8) - *Operating Fund* Balance Sheet Previous Year Comparison

% of budget should typically be at 58%

Points of Interest

Total Income is at 58% of budget

Pledge Commitments FY 20-21 \$361,068

Total Pledge Payments received 73% of budget

Offeratory is at 64% of budget

Thrift Store Income is at 103% of budget

Total Expenses are at 53% of budget

Split Plate Offeratory- We have collected \$9,293 for 25 different organizations. A list of the organizations we have donated to can be found on the website and monthly updates are published in the Weekly Angle.

As of January 31, 2021, there was \$135,015.54 (page 8, line 3) in the Operating Fund of FPBUU, which is more than 2 months of budgeted expenses. No Endowment Fund distribution needed at this time.

Pledge payments continue to come in ahead of budget. In comparison to having received 63% of budgeted pledges last year at this time, this year 69% of current year pledges have already been paid. At this point, it is reasonable to expect total pledge payments to be higher than budgeted at year's end.

Operating Funds Profit & Loss Budget vs. Actual July 2020 through January 2021

	Jul 20 - Jan 21	Budget	\$ Over Budget	% of Budget	
Ordinary Income/Expense					
Income					
Pledges					
1	2020-2021 Pledges	217,986.70	315,000.00	-97,013.30	69.2%
2	2019-2020 Pledges	18,647.24	7,500.00	11,147.24	248.63%
3	2018-2019 Pledges	150.00			
4	Total Pledges	236,783.94	322,500.00	-85,716.06	73.42%
5	Offertory	8,322.00	13,000.00	-4,678.00	64.02%
6	Fund Raising				
7	Thrift Store/Annex	41,349.87	40,000.00	1,349.87	103.38%
8	Church Fundraisers				
9	Garden Tours	2,182.00	1,000.00	1,182.00	218.2%
10	Small Group Fundraisers	1,479.18	0.00	1,479.18	100.0%
11	Spring Auction	0.00	6,500.00	-6,500.00	0.0%
12	Summer Auction	6,018.00	1,000.00	5,018.00	601.8%
13	Holiday Fair	3,203.82			
14	Total Church Fundraisers	12,883.00	8,500.00	4,383.00	151.57%
15	Food Certificate Sales	450.00	500.00	-50.00	90.0%
16	Welcoming Congregation-Income	2,000.00	2,000.00	0.00	100.0%
17	Total Fund Raising	56,682.87	51,000.00	5,682.87	111.14%
18	BldgUse				
19	Weddings/Memorials	500.00	0.00	500.00	100.0%
20	Total BldgUse	500.00	0.00	500.00	100.0%
21	Investment,Interest, MiscIncome				
22	Investment Income				
23	UUA GIF Distribution	2,200.86	2,800.00	-599.14	78.6%
24	Alton Smith Char Trust	567.87	1,000.00	-432.13	56.79%
25	Alton Smith Irrev Trust	599.13	1,200.00	-600.87	49.93%
26	Total Investment Income	3,367.86	5,000.00	-1,632.14	67.36%
27	Interest Income	185.78	250.00	-64.22	74.31%
28	Total Investment,Interest, MiscIncome	3,553.64	5,250.00	-1,696.36	67.69%
29	Contributions				
30	Misc Contributions	447.03	300.00	147.03	149.01%
31	Total Contributions	447.03	300.00	147.03	149.01%
32	Total Income	306,289.48	392,050.00	-85,760.52	78.13%
33	Gross Profit	306,289.48	392,050.00	-85,760.52	78.13%
34	Expense				
35	Staff Salaries				
36	Minister	53,130.00	91,080.00	-37,950.00	58.33%
37	Admin&FinanceDir	25,141.06	43,099.00	-17,957.94	58.33%
38	CYM Director	24,559.08	42,101.00	-17,541.92	58.33%
39	Music Director	20,596.10	35,308.00	-14,711.90	58.33%
40	ThriftStoreManager	18,200.00	31,574.00	-13,374.00	57.64%
41	Sexton	11,348.58	20,325.00	-8,976.42	55.84%
42	Bookkeeper	8,437.10	14,461.00	-6,023.90	58.34%
43	Pianist	3,371.55	10,920.00	-7,548.45	30.88%
44	Tech Support	1,515.00			
45	CYM-Childcare	270.00	3,634.00	-3,364.00	7.43%
46	Total Staff Salaries	166,568.47	292,502.00	-125,933.53	56.95%
47	Staff Benefits/Payroll Expenses				
48	WorkComplnsurance	-204.00	2,910.00	-3,114.00	-7.01%
49	FICA Taxes	8,051.25	15,239.00	-7,187.75	52.83%
50	Minister Benefit (FICA)	4,018.00	6,885.00	-2,867.00	58.36%

Operating Funds
Profit & Loss Budget vs. Actual
July 2020 through January 2021

	Jul 20 - Jan 21	Budget	\$ Over Budget	% of Budget	
51	Employee Health Insurance	17,234.30	35,000.00	-17,765.70	49.24%
52	Pension	12,986.42	23,956.00	-10,969.58	54.21%
53	Minister's Term Life	504.00	734.00	-230.00	68.67%
54	Total Staff Benefits/Payroll Expenses	42,589.97	84,724.00	-42,134.03	50.27%
55	Staff Professional Expenses				
56	Minister's Professional Exp	3,127.65	9,000.00	-5,872.35	34.75%
57	Admin&FinanceDirProf Ex	1,130.82	1,704.00	-573.18	66.36%
58	CYM Professional Exp	505.23	1,664.00	-1,158.77	30.36%
59	Music Director Prof Exp	1,396.00	1,396.00	0.00	100.0%
60	Total Staff Professional Expenses	6,159.70	13,764.00	-7,604.30	44.75%
61	BldgGrounds				
62	Electric	2,412.69	3,500.00	-1,087.31	68.93%
63	Gas	1,240.45	4,500.00	-3,259.55	27.57%
64	Groundskeeping	5,381.08	12,000.00	-6,618.92	44.84%
65	Reg. Maintenance				
66	Supplies	1,479.05	3,000.00	-1,520.95	49.3%
67	Reg. Maintenance - Other	8,524.56	13,800.00	-5,275.44	61.77%
68	Total Reg. Maintenance	10,003.61	16,800.00	-6,796.39	59.55%
69	Liability/Property Insurance	6,308.00	14,200.00	-7,892.00	44.42%
70	Phone & Internet	2,993.90	4,300.00	-1,306.10	69.63%
71	Water	450.90	1,500.00	-1,049.10	30.06%
72	Total BldgGrounds	28,790.63	56,800.00	-28,009.37	50.69%
73	Thrift Store/Annex Expenses	414.66			
74	Office Expenses				
76	Advertising	0.00	1,500.00	-1,500.00	0.0%
77	Credit Card/Bank/PayPal Fees	2,691.84	4,000.00	-1,308.16	67.3%
78	Office Expense/Supplies	1,519.54	3,000.00	-1,480.46	50.65%
79	OfficeEquip/Maint	2,826.48	6,200.00	-3,373.52	45.59%
80	Payroll Software Expenses	259.25	800.00	-540.75	32.41%
81	Software Expense	1,656.95	1,800.00	-143.05	92.05%
82	Total Office Expenses	8,954.06	17,300.00	-8,345.94	51.76%
83	Loan & Mortgage Payments				
84	Mortgage Principal Payments	2,915.84	4,038.00	-1,122.16	72.21%
85	Mortgage Interest Payments	2,235.32	4,597.00	-2,361.68	48.63%
86	Total Loan & Mortgage Payments	5,151.16	8,635.00	-3,483.84	59.65%
87	Denominational Dues				
88	UUA-NER	12,488.00	21,407.00	-8,919.00	58.34%
89	Total Denominational Dues	12,488.00	21,407.00	-8,919.00	58.34%
90	Consultants/Contract Employees				
91	Housekeeping	4,160.00	8,320.00	-4,160.00	50.0%
92	Total Consultants/Contract Employees	4,160.00	8,320.00	-4,160.00	50.0%
93	Committees				
94	Reparations	193.95			
95	Board of Trustees	0.00	100.00	-100.00	0.0%
96	Landscape Committee	53.00	500.00	-447.00	10.6%
97	Membership	730.55	500.00	230.55	146.11%
98	Stewardship	0.00	500.00	-500.00	0.0%
99	Total Committees	977.50	1,600.00	-622.50	61.09%
100	CYM				
101	Special Programing/Multigen	1,028.04	800.00	228.04	128.51%
102	OWL/COA	0.00	500.00	-500.00	0.0%
103	High School Youth Program	81.28	500.00	-418.72	16.26%
104	Pre K-Grade 6/7	47.30	650.00	-602.70	7.28%

Operating Funds
Profit & Loss Budget vs. Actual
 July 2020 through January 2021

	Jul 20 - Jan 21	Budget	\$ Over Budget	% of Budget	
105	Office/Library	23.89	200.00	-176.11	11.95%
106	Total CYM	1,180.51	2,650.00	-1,469.49	44.55%
107	Music				
108	Music Scores	350.00	600.00	-250.00	58.33%
109	Music Support/Supplies	501.83	1,000.00	-498.17	50.18%
110	Guest Musicians	450.00	2,000.00	-1,550.00	22.5%
111	PianoOrgan	49.99	150.00	-100.01	33.33%
112	Total Music	1,351.82	3,750.00	-2,398.18	36.05%
113	Worship				
114	Hospitality	99.80	300.00	-200.20	33.27%
115	Materials/Supplies	528.77	1,000.00	-471.23	52.88%
116	Total Worship	628.57	1,300.00	-671.43	48.35%
117	Total Expense	279,415.05	512,752.00	-233,336.95	54.49%
118	Net Ordinary Income	26,874.43	-120,702.00	147,576.43	-22.27%
119	Other Income/Expense				
120	Other Income				
121	Endowment Fund Distribution	0.00	110,000.00	-110,000.00	0.0%
122	Surplus Transfer	0.00	20,000.00	-20,000.00	0.0%
123	Total Other Income	0.00	130,000.00	-130,000.00	0.0%
124	Net Other Income	0.00	130,000.00	-130,000.00	0.0%
125	Net Income	26,874.43	9,298.00	17,576.43	289.04%

Operating Funds
Profit Loss Prev Year Comparison
July 2020 through January 2021

	Jul 20 - Jan 21	Jul 19 - Jan 20	\$ Change	% Change
Ordinary Income/Expense				
Income				
Pledges				
1 2020-2021 Pledges	217,986.70	0.00	217,986.70	100.0%
2 2019-2020 Pledges	18,647.24	230,447.95	-211,800.71	-91.91%
3 2018-2019 Pledges	150.00	10,222.00	-10,072.00	-98.53%
4 2017-2018 Pledges	0.00	300.00	-300.00	-100.0%
5 Total Pledges	<u>236,783.94</u>	<u>240,969.95</u>	<u>-4,186.01</u>	<u>-1.74%</u>
6 Offertory	8,322.00	12,273.00	-3,951.00	-32.19%
7 Fund Raising				
8 Thrift Store/Annex	41,349.87	56,608.64	-15,258.77	-26.96%
9 Church Fundraisers				
10 Garden Tours	2,182.00	0.00	2,182.00	100.0%
11 Small Group Fundraisers	1,479.18	482.00	997.18	206.88%
12 Spring Auction	0.00	373.00	-373.00	-100.0%
13 Summer Auction	6,018.00	0.00	6,018.00	100.0%
14 Holiday Fair	3,203.82	1,418.00	1,785.82	125.94%
15 Church Fundraisers - Other	0.00	7,305.70	-7,305.70	-100.0%
16 Total Church Fundraisers	<u>12,883.00</u>	<u>9,578.70</u>	<u>3,304.30</u>	<u>34.5%</u>
17 CYM Summer Program	0.00	770.92	-770.92	-100.0%
18 Food Certificate Sales	450.00	1,400.00	-950.00	-67.86%
19 Women's Circle Alliance	0.00	610.00	-610.00	-100.0%
20 Welcoming Congregation-Income	2,000.00	0.00	2,000.00	100.0%
21 Total Fund Raising	<u>56,682.87</u>	<u>68,968.26</u>	<u>-12,285.39</u>	<u>-17.81%</u>
22 BldgUse				
23 Space Rentals	0.00	5,239.35	-5,239.35	-100.0%
24 Weddings/Memorials	500.00	2,150.00	-1,650.00	-76.74%
25 Total BldgUse	<u>500.00</u>	<u>7,389.35</u>	<u>-6,889.35</u>	<u>-93.23%</u>
26 Investment,Interest, MisIncome				
27 Investment Income				
28 UUA GIF Distribution	2,200.86	2,159.27	41.59	1.93%
29 Alton Smith Char Trust	567.87	736.50	-168.63	-22.9%
30 Alton Smith Irrev Trust	599.13	658.76	-59.63	-9.05%
31 Total Investment Income	<u>3,367.86</u>	<u>3,554.53</u>	<u>-186.67</u>	<u>-5.25%</u>
32 Interest Income	185.78	133.06	52.72	39.62%
33 Total Investment,Interest, MisIncome	<u>3,553.64</u>	<u>3,687.59</u>	<u>-133.95</u>	<u>-3.63%</u>
34 Contributions				
35 Misc Contributions	447.03	378.38	68.65	18.14%
36 Total Contributions	<u>447.03</u>	<u>378.38</u>	<u>68.65</u>	<u>18.14%</u>
37 Total Income	<u>306,289.48</u>	<u>333,666.53</u>	<u>-27,377.05</u>	<u>-8.21%</u>
38 Gross Profit	<u>306,289.48</u>	<u>333,666.53</u>	<u>-27,377.05</u>	<u>-8.21%</u>
39 Expense				
40 Staff Salaries				
41 Bonus	0.00	900.00	-900.00	-100.0%
42 Minister	53,130.00	53,130.00	0.00	0.0%
43 Admin&FinanceDir	25,141.06	25,141.06	0.00	0.0%
44 CYM Director	24,559.08	24,685.44	-126.36	-0.51%
45 Music Director	20,596.10	20,596.10	0.00	0.0%
46 ThriftStoreManager	18,200.00	18,789.12	-589.12	-3.14%
47 Sexton	11,348.58	11,431.50	-82.92	-0.73%
48 Bookkeeper	8,437.10	8,437.10	0.00	0.0%
49 Pianist	3,371.55	6,037.50	-2,665.95	-44.16%
50 Tech Support	1,515.00	0.00	1,515.00	100.0%

Operating Funds
Profit Loss Prev Year Comparison
July 2020 through January 2021

	Jul 20 - Jan 21	Jul 19 - Jan 20	\$ Change	% Change	
51	CYM-Childcare	270.00	960.00	-690.00	-71.88%
52	Total Staff Salaries	166,568.47	170,107.82	-3,539.35	-2.08%
53	Staff Benefits/Payroll Expenses				
54	WorkComplnsurance	-204.00	73.00	-277.00	-379.45%
55	FICA Taxes	8,051.25	8,354.69	-303.44	-3.63%
56	Minister Benefit (FICA)	4,018.00	4,018.00	0.00	0.0%
57	Employee Health Insurance	17,234.30	19,091.94	-1,857.64	-9.73%
58	Pension	12,986.42	14,205.08	-1,218.66	-8.58%
59	Minister's Term Life	504.00	430.20	73.80	17.16%
60	Total Staff Benefits/Payroll Expenses	42,589.97	46,172.91	-3,582.94	-7.76%
61	Staff Professional Expenses				
62	Minister's Professional Exp	3,127.65	8,078.38	-4,950.73	-61.28%
63	Admin&FinanceDirProf Ex	1,130.82	313.30	817.52	260.94%
64	CYM Professional Exp	505.23	50.00	455.23	910.46%
65	Music Director Prof Exp	1,396.00	941.65	454.35	48.25%
66	Total Staff Professional Expenses	6,159.70	9,383.33	-3,223.63	-34.36%
67	BldgGrounds				
68	Electric	2,412.69	2,765.90	-353.21	-12.77%
69	Gas	1,240.45	1,575.01	-334.56	-21.24%
70	Groundskeeping	5,381.08	7,683.88	-2,302.80	-29.97%
71	Reg. Maintenance				
72	Supplies	1,479.05	1,353.32	125.73	9.29%
73	Reg. Maintenance - Other	8,524.56	6,889.39	1,635.17	23.74%
74	Total Reg. Maintenance	10,003.61	8,242.71	1,760.90	21.36%
75	Maint-Special Bldg Projects	0.00	3,000.00	-3,000.00	-100.0%
76	Liability/Property Insurance	6,308.00	6,344.50	-36.50	-0.58%
77	Phone & Internet	2,993.90	2,473.00	520.90	21.06%
78	Water	450.90	502.09	-51.19	-10.2%
79	Total BldgGrounds	28,790.63	32,587.09	-3,796.46	-11.65%
80	Thrift Store/Annex Expenses	414.66	0.00	414.66	100.0%
81	Office Expenses				
83	Advertising	0.00	624.26	-624.26	-100.0%
84	Credit Card/Bank/PayPal Fees	2,691.84	1,970.17	721.67	36.63%
85	Office Expense/Supplies	1,519.54	2,349.55	-830.01	-35.33%
86	OfficeEquip/Maint	2,826.48	2,997.41	-170.93	-5.7%
87	Payroll Software Expenses	259.25	276.25	-17.00	-6.15%
88	Software Expense	1,656.95	1,173.92	483.03	41.15%
89	Total Office Expenses	8,954.06	9,391.56	-437.50	-4.66%
90	Loan & Mortgage Payments				
91	Mortgage Interest Payments	2,235.32	2,252.33	-17.01	-0.76%
92	EndowLoanRepayment	0.00	2,793.00	-2,793.00	-100.0%
93	Total Loan & Mortgage Payments	2,235.32	5,045.33	-2,810.01	-55.7%
94	Denominational Dues				
95	UUA-NER	12,488.00	10,704.00	1,784.00	16.67%
96	Total Denominational Dues	12,488.00	10,704.00	1,784.00	16.67%
97	Consultants/Contract Employees				
98	Substitute Sexton	0.00	580.00	-580.00	-100.0%
99	OMG Music	0.00	1,200.00	-1,200.00	-100.0%
100	Housekeeping	4,160.00	4,960.00	-800.00	-16.13%
101	Total Consultants/Contract Employees	4,160.00	6,740.00	-2,580.00	-38.28%
102	Committees				
103	Reparations	193.95	0.00	193.95	100.0%
104	Board of Trustees	0.00	519.24	-519.24	-100.0%

Operating Funds
Profit Loss Prev Year Comparison
July 2020 through January 2021

		Jul 20 - Jan 21	Jul 19 - Jan 20	\$ Change	% Change
105	HelpingHands	0.00	58.14	-58.14	-100.0%
106	Landscape Committee	53.00	370.39	-317.39	-85.69%
107	Membership	730.55	487.48	243.07	49.86%
108	Social Justice	0.00	121.25	-121.25	-100.0%
109	UU Connections	0.00	150.00	-150.00	-100.0%
110	Total Committees	977.50	1,706.50	-729.00	-42.72%
111	CYM				
112	Special Programing/Multigen	1,028.04	1,062.61	-34.57	-3.25%
113	OWL/COA	0.00	1,530.97	-1,530.97	-100.0%
114	High School Youth Program	81.28	357.18	-275.90	-77.24%
115	Pre K-Grade 6/7	47.30	309.49	-262.19	-84.72%
116	Contract Childcare	0.00	420.00	-420.00	-100.0%
117	Office/Library	23.89	206.11	-182.22	-88.41%
118	Total CYM	1,180.51	3,886.36	-2,705.85	-69.62%
119	Music				
120	Music Scores	350.00	140.25	209.75	149.55%
121	Music Support/Supplies	501.83	116.78	385.05	329.72%
122	Guest Musicians	450.00	425.00	25.00	5.88%
123	PianoOrgan	49.99	963.21	-913.22	-94.81%
124	Total Music	1,351.82	1,645.24	-293.42	-17.83%
125	Reconciliation Discrepancies	0.00	129.04	-129.04	-100.0%
126	Worship				
127	Pastoral Care Coverage	0.00	450.00	-450.00	-100.0%
128	Hospitality	99.80	366.27	-266.47	-72.75%
129	Materials/Supplies	528.77	603.50	-74.73	-12.38%
130	Pulpit Support	0.00	700.00	-700.00	-100.0%
131	Total Worship	628.57	2,119.77	-1,491.20	-70.35%
132	Total Expense	276,499.21	299,618.95	-23,119.74	-7.72%
133	Net Ordinary Income	29,790.27	34,047.58	-4,257.31	-12.5%
134	Net Income	29,790.27	34,047.58	-4,257.31	-12.5%

Operating Funds
Balance Sheet Prev Year Comparison
As of January 31, 2021

	Jan 31, 21	Jan 31, 20	\$ Change	% Change	
ASSETS					
Current Assets					
Checking/Savings					
1	CC5 Ckg - 5859	16,062.83	32,213.63	-16,150.80	-50.14%
2	Repo Sweep - 0998	118,952.71	81,602.60	37,350.11	45.77%
3	Total Checking/Savings	135,015.54	113,816.23	21,199.31	18.63%
4	Other Current Assets				
5	Payroll Corrections	-129.04	-129.04	0.00	0.0%
6	Clergy Housing Repayment	0.00	1,375.00	-1,375.00	-100.0%
7	Emergency Reserve Fund	-29,400.00	-29,400.00	0.00	0.0%
8	Capital Expense Fund	-25,250.00	-25,250.00	0.00	0.0%
9	Total Other Current Assets	-54,779.04	-53,404.04	-1,375.00	-2.58%
10	Total Current Assets	80,236.50	60,412.19	19,824.31	32.82%
11	Fixed Assets	1,761,018.93	1,761,018.93	0.00	0.0%
12	Other Assets				
13	Food Coupon Inventory	2,950.00	3,675.00	-725.00	-19.73%
14	Petty Cash	100.00	100.00	0.00	0.0%
15	Total Other Assets	3,050.00	3,775.00	-725.00	-19.21%
16	TOTAL ASSETS	1,844,305.43	1,825,206.12	19,099.31	1.05%
17	LIABILITIES & EQUITY				
18	Liabilities				
19	Current Liabilities				
20	Other Current Liabilities				
21	PPP Loan	72,300.00	0.00	72,300.00	100.0%
22	Split Plate	2,907.00	5,409.50	-2,502.50	-46.26%
23	UUSC Coffee Sales	361.53	-327.60	689.13	210.36%
24	Current Portion-Loan Endow	10,399.00	10,399.00	0.00	0.0%
25	Current portion-Loan Meeting H	4,080.00	4,080.00	0.00	0.0%
26	Payroll Liabilities	10,969.38	15,634.72	-4,665.34	-29.84%
27	Total Other Current Liabilities	101,016.91	35,195.62	65,821.29	187.02%
28	Total Current Liabilities	101,016.91	35,195.62	65,821.29	187.02%
29	Long Term Liabilities				
30	Loan-Meeting House Improvements	73,417.57	77,960.35	-4,542.78	-5.83%
31	Loan-Endowment Fund	494,105.11	185,385.71	308,719.40	166.53%
32	Total Long Term Liabilities	567,522.68	263,346.06	304,176.62	115.51%
33	Total Liabilities	668,539.59	298,541.68	369,997.91	123.94%
34	Equity				
35	Unrealized Endow Loan Gain/Loss	-202,134.81	106,584.59	-308,719.40	-289.65%
36	Retained Earnings	1,343,025.51	1,380,423.27	-37,397.76	-2.71%
37	Net Income	34,875.14	39,656.58	-4,781.44	-12.06%
38	Total Equity	1,175,765.84	1,526,664.44	-350,898.60	-22.99%
39	TOTAL LIABILITIES & EQUITY	1,844,305.43	1,825,206.12	19,099.31	1.05%

footnote: The liability for the Endowment Fund loan is not accurate. The balance of the loan as of Dec 31st is \$78,593.