

## October 2021 Board of Trustees Meeting Packet

### ***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.”

#### **Table of Contents:**

Meeting Agenda

September Meeting Minutes

President’s Report

Minister’s Report

DLRE’s Report

AFD’s Report

Music Director’s Report

Congregational Poll results

Financial Reports – September 2021 (includes Special Fund)

## **FPBUU Board of Trustees Meeting September 21, 2021 6:30 PM**

Board Members Present: Susan Smith, Elizabeth Libby, Diane Willcox, John Kielb, Carol Yerby, Bill Roberts, Tom O'Brien, Diane Pansire, Rand Burkert

Staff Present: Jessica Clay, Twinks Hastings

Susan Smith welcomed the Board and Staff.

Rev. Jessica lit the chalice and led the Board in a focused check-in. Members reflected on the stresses of Covid and the pace of reopening the Church, considering the varied needs and experiences of individuals in the congregation.

Liz Libby read the Board Covenant.

### **Board Common Reads: "Mistakes and Miracles"; "Governance an Ministry"**

In light of our reading, Rev. Jessica invited the Board to reflect on the strengths of our congregation in addressing racial and social justice, and areas where we see opportunity for improvement. Pages for our next reading in "Mistakes and Miracles" are 69-142, the chapter: "Stumbling in the Right Direction." Diane Willcox summarized our Board Reading in Hotchkiss, "Governance and Ministry."

### **Finance Committee Recommendations - Diane Pansire, Treasurer**

Diane Pansire said that the Finance Committee has met and offers four proposed recommendations:

#### **Steeple Repairs**

Diane Pansire (Treasurer) made a motion to transfer \$18,000 from the capital reserve line of the balance sheet to the steeple project. Bill Roberts seconded; all members unanimously approved.

#### **Winslow House Improvements:**

Diane Pansire made a motion to transfer \$1,500.00 from the Capital Improvements line of the balance sheet to pay for furniture for the Winslow House apartment and a new desk for the ground floor, which can be used by the

Reverend and by visiting ministers. Carol Yerby seconded the motion; all approved.

### **Parental Leave**

Diane Pansire made a motion that Parental leave will be funded from the FPB Emergency Reserve Fund in the amount approved by the Finance Committee, of \$5,000. This will cover substitute clergy, pastoral care, etc., while Rev. Jessica is out on Parental Leave. Tom O'Brien seconded the motion; all approved.

### **Changes to Salary**

(Discussion and vote on recommendations regarding changes to salary was moved to Executive Session.)

The Treasurer further reported that the previous year appears to have been very successful in terms of earnings. Susan Smith related that Celine in the Thrift Store is doing wonderful work, though needs more volunteer support to open the Annex again.

### **Reflection on Board member responsibilities**

Susan Smith invited Board Members to reflect on their responsibilities and choices for the year. She encouraged all to show up as much as possible -- to be an usher, to come to events, fundraising, etc. This is an important recognition of hard work of volunteers who are moving mountains. She also invited us to be invitational to others; there may be members, especially during Covid times, who don't see their entry point to activities and community. The Thrift Store, CYM, and the Choir are examples of efforts that need more people.

### **Board goal #1 Living Into the 8th Principle**

Rev. Jessica said she will be convening a meeting, Thursday, 7th October, 7:00 PM, to connect the different groups who are working on Social Justice and Racial Justice issues. It will be a Zoom Meeting. In light of the 8th Principle, this is an effort to take stock of where we are now and what we are all doing, to hear the needs of each group and share who the contact people are. The question is: how

are we working to counter oppression and racism now and into the future? A second meeting is expected in either December or January.

### **Board goal #2 Capital campaign/Project planning**

Susan Smith said she is in initial stages of meeting various members to gradually inform them of the Capital Campaign which is expected to be fully launched in spring. Susan has contacted the architect who was involved in the last renovation of the church, Patrick Guthrie. Cape Associates, the Design Build firm, strongly recommends this architect. We are only in the first stages of evaluating potential partners for realization of the building vision. We will need to contact the Town as well, for permissions. The Capital Campaign team will include some Board members but also other individuals. Interested individuals are welcomed! It is a two-tiered effort, as one group is needed for the Capital Campaign and one to work on the Project Plan itself.

### **Consent Agenda: President's report, Minister's Report, Director of Administration and Finance report, Lifespan Religious Ed Report, Financial Reports, Covid Task Force report**

#### **Improvements to Information Hardware**

Bill Roberts made a motion that we pay \$750.00, as requested, for the Secure Networks company's analysis of our internet hardware and security needs, out of Capital Reserve Funds, unless otherwise advised by the Finance Committee. Diane Pansire seconded the motion; all unanimously approved.

#### **Policy Question: Lifespan Religious Education**

Twinks Hastings made a request that we consider modifying language in our Lifespan Religious Ed policies which states that counselors are "preferably" unrelated to each other. She requested a waiver to acknowledge that it is largely safe to allow couples to work as counselors together, especially with the shortage of volunteers currently. (The Safe Congregations Committee confirms that risk is

minimal.) Diane Willcox questioned that we need to change language in the policy. After discussion, the board concluded that the language is broad enough and recognized that given the need, and as times are changing, interpretation of the language should allow couples to participate in the program.

### **Pew removal**

Twinks Hastings requested permission to remove some front pews to make a greater space for involvement of young people during services -- as was previously approved by the Board. An advantage is that parents of children can be closer to each other and get to know each other. Children who need to move can do so! The Board agreed there would be listening sessions to get the opinion of the broader congregation for this action.

John Kielb made a motion that the Consent Agenda be approved in its entirety. Liz Libby seconded; all unanimously approved.

### **At 8:30 the Board Adjourned to Executive Session**

In Executive Session the Board considered the need to increase salaries of some staff to reach the mid-range.

Diane Pansire made a motion to approve a recommendation unanimously approved by the Finance Committee: that \$6,200 of the surplus funds in FY21/22 be used to partially fund the increase needed for the five staff members who are still not being paid at the mid-range. These funds come from the additional \$32,000 surplus from last year. The finance committee recommends that the additional surplus be saved and split up over the next two years with the goal of having all staff at mid-range in three years. Reverend Jessica will assign amounts from the \$6200 to those staff members who are still not at mid-range. Bill Roberts seconded the motion; all members unanimously approved.

The Executive Session was Adjourned at 8:50 PM.

Minutes respectfully submitted by the Clerk, Rand Burkert, on September 22, 2021

## **FPBUU Board of Trustees Meeting Agenda**

**October 19, 2021 6:30 PM**

**Parish Hall**

6:30 Welcome Board, Staff and Visitors - Susan

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

6:55 Read Board Covenant - John

7:00 Board common read Mistakes and Miracles- Chapter 3 - Jessica

7:15 Board study book Governance and Ministry Chapter 4 - Bill

7:25 Fundraising Committee - Judy Harrison

7:40 Centering gratitude

7:45 Board goal #1 Living Into the 8th Principle - Carol

8:00 Board goal #2 Capital campaign/Project planning - Susan

8:15 Consent Agenda: President's report, Minister's report, Director of Administration and Finance report, Director of Lifespan Religious Ed report, Music Director report

8:25 Check out/Closing

8:30 Adjourn

## President's Report October 19, 2021

During our Spiritual Opening at the Board meeting last month, Rev Jessica showed us a video from the UUA that spoke about the pandemic, the trauma Covid has caused/will continue to cause for many years afterwards, and the need to acknowledge these effects and go slowly with patience and sustainability. This theme has impacted my work with the church this month.

We are cautiously moving ahead and opening up. The Reme Halo air purifying system has been installed on the HVAC system at the meeting house, giving increased assurance that our congregation is proceeding with caution and due diligence. We will close windows and doors in November for the season. We remain masked for all indoor gatherings. On October 2, a perfectly warm and sunny Saturday, we held Eats and Beats Fall Picnic, which was attended by about 90 folks who enjoyed wonderful barbeque and music from the Sound Dunes. It was a lovely, successful community event.

The refurbishing of Winslow House continues, largely with donated items. The residential suite is finished and operational, a boon for our congregation as we welcome Rev Jessica and the visiting interim minister we intend to hire during her parental leave starting at the end of January. We hope to improve outdoor seating areas around Winslow House, in the gazebo and on the grass. The Winslow House kitchen is being resupplied to function both as a residential kitchen and an office snack area. We are working with Secure Networks as they do an audit of our IT systems and needed upgrades, including our network, security, and phone system. The Tech Team moves ahead creating more flexible hybrid meeting spaces, starting with Winslow House. We are mounting a large screen behind the bar area and trying out an easily operated, all-in-one conference camera to pick up sound and video in the room.

As we explore the ways our Capital Improvement Project will get underway, we have decided we will engage the same team that served us so well in the "Save the Brewster Meetinghouse" renovation ten years ago. Having met with the design build firm, we are now meeting at the end of the month with the architect and the engineering firm. All three entities: Cape Associates, Design Associates, and Coastal Engineering know our buildings, our congregation, and can manage a project of this size and scope.

Sincerely, Susan Smith President

Ministers Board Report October 2021 from Rev Jessica Clay

After my board report you will find an article from Rev Jake Morrill to discuss during our check in.

**Overall thoughts:**

Our attendance on Sunday mornings seems to be averaging about 100 people. There continues to be a high level of anxiety present in the congregation, and I think it will be this way for quite a while. I appreciate members of the board showing up at things like Eats & Beats, the racial justice task force, and Sunday worship. It helps to have you all there.

For worship, there are some who will only attend with the windows open, and others who are waiting until they close for the filter to work. And there is a group of people who just aren't comfortable with attending at all. You will see in this month's board report the results of the congregational survey I sent out. I look forward to discussing this at the board meeting. Additionally the survey results were reviewed at the covid task force meeting as we discussed whether or not to move to 2 services.

**Worship and Rites of Passage:**

We had a busy month of worship, I led 5 Sunday services in a row and am grateful for the lay leaders who are leading services in Oct so I can have my Sunday off and attend a colleagues installation. I have one wedding coming up in November. The two services co-led by me & the Endowment Board & the Welcoming Congregation Committee respectively, were very successful.

**Pastoral Care:**

I am in close contact with the chair of the Caring Committee, and we continue to visit with our more isolated members as they request it. I continue to meet with congregants via phone, zoom, or in person.

**Social Justice in the Public Square:**

We had our large meeting of the anti-racism task force and despite a large invite list, only had 14 people in attendance. Of the people that attended we heard from a wide range of groups about what they were working on. I encourage the board to consider what it's anti-racism work is this year specifically. The anti-racism task force will meet again in Dec and hopefully someone will take the lead after that for the rest of the year.

**Administration:**

We were saddened by the resignation of Ana Glig but are grateful for Lucy Banner coming in to provide coverage until the end of November. Please see Kevin's board report for more details on the position and choir needs.

We have not received one official submission to cover my parental leave. I have started reaching out to colleagues. I am meeting with the search committee (Me, Twinks, Susan S, & Tavia O.) next week to discuss options.

Staff are feeling the long term effects of this pandemic, they (including me) are stressed, tired, and in need of some support. I am in conversation with them about possible staff enrichment



activities (such as bringing in a massage therapist for a day) to try to provide some care and support. I do ask if you have a request from staff to be extra gentle right now, respect their work/life boundaries, and respect that all are feeling a bit overworked. If you have suggestions of other ways we can support staff please bring them to me.

**Serves the Larger Unitarian Universalist Faith:**

The UUMA cluster meetings and my local interfaith women ministers group have resumed. I attended the UU Ministers in NE retreat last week in New Hampshire. It was so good to be with colleagues in person again.

**Article to read for discussion during check in:  
From Rev Jake Morrill**

Here are three seemingly unrelated moments from last week:

- The fuel gauge on my dashboard said the car was almost out of gas.
- After shaving, and checking myself in the mirror, I saw that I had missed a spot.
- Heading out the door to walk the dog, I noticed some menacing clouds, low over the horizon.

What connects these moments: the fuel gauge, the mirror, and the storm-clouds? Each was a moment of receiving information from the environment to inform my next move. In other words, the fuel gauge, the mirror, and the storm-clouds were all a form of feedback.

At its best, feedback helps us shift from the subjectivity of our biases—negative or positive—and our anxiety-driven interpretation of the world to a clearer, more objective view of things. With a more objective perspective, our decisions will respond to reality, not bias.

Even if I imagined I looked fantastic after shaving, a quick check in the mirror last week showed me that my perfection was marred by that missed tuft of stubble above my lip. Even if I imagined my car had miles to go with no troubles, a glance at the fuel gauge showed a more reality-based assessment of my fuel situation. Whether or not I wanted rain on that particular day, it was coming.

**Seeing Feedback in Proportion**

Of course, sometimes, people can get overly oriented to feedback. It can become the proverbial “tail that wags the dog”—becoming more important than the effort it’s meant to measure. We see this in “grade-grubbers,” who chase an A+ more than they chase the learning it’s meant to portray.

In sports, my favorite example is when basketball player, Russell Westbrook, was with the Oklahoma City Thunder, and, in response to a contract clause that would reward

him for a certain number of rebounds, spend the last games of the season madly grabbing rebounds—even away from his own teammates—as he pursued the statistic and the contract bonus more than the game as a whole. Beware feedback that becomes the primary focus, rather than support in maintaining focus on what’s important.

### Our Avoidance of Feedback

But sometimes receiving feedback can surface anxiety in us. For instance, have you ever received a report card with marks that were lower than you would have wanted? Or a bank statement that showed different numbers that you would have liked? Rather than squaring up to reality, and using accurate, reliable, and valid feedback to orient us to our situation, so we can make a good choice, we can avoid feedback or resist the information it’s trying to give. As we do, we choose living in a world spun by fantasy and projection—a world of our biases—rather than living in objective reality.

A person avoiding feedback might say, “But feedback itself can contain biases! Feedback mechanisms can give misleading or incomplete information!” That’s certainly true. So, how can we use feedback to orient us to reality, without merely falling prey to someone else’s bias?

### Three Parts of Good Feedback Hygiene

Just as we develop good hygiene habits with our teeth, sleep, and bathing, we can also develop healthy practices relating to feedback. Three I can think of are: measure what matters; heed only trustworthy sources; and interpret before responding.

#### Measure What Matters

I haven’t played shuffleboard in years, since visiting my grandparents in Florida when I was a kid; so, measuring shuffleboard practice would be irrelevant to my current goals. However, it’s important to me to stay in touch with my extended family, so I try to track contacts with extended family-members over the year. That way, after six months or so, instead of trying to vaguely remember if or when I’ve been in touch with a relative, I have a record. What matters to you? How could you, in the words of business writer John Doerr, “measure what matters?”

#### Heed Only Trustworthy Sources

The odometer on my 29-year-old pick-up truck has been broken for a long time. It would be silly to use that odometer to track how far I’d driven in it anymore. Likewise, there are people in my life who have all kinds of opinions and feedback for me which I don’t take too seriously. I respect them as people. But I don’t receive their feedback as relevant, objective, and useful. So, I can still love them while treating their feedback like I do the odometer on my old truck. There are other people, though, whose feedback for me is like the watch on my wrist: a source of accurate information whose reliability I don’t question. In the same way I’ve made sure to wear a watch that works, I’ve made sure to develop relationships with people who will tell me the truths that I need to hear.

Here’s some of why it’s so important to trust the sources: they have to be able to tell you

information you won't want to hear, and you have to be able to stay there and hear it. The former President of the United States notoriously only sought feedback that confirmed his initial biases. He disallowed anyone telling him what he did not want to hear. That led to a Presidency not oriented to reality, but organized around his anxieties. When we set up trustworthy sources, we give them authority to convey information we don't want to hear which, nonetheless, we accept as rooted in reality.

### Interpret Before Responding

Feedback is only information. Only data. It doesn't tell the whole story. It doesn't say what to do. It just tells us some of the condition we're in, relative to what matters to us. Because information about what matters to us can elevate our anxiety, it's especially important to slow down our thinking in response to feedback. To let the feedback attach to other pieces of information. To let all that information attach to our perspective on what's important to us, including our goals, so that we can make a solid choice.

Here's what that can look like. Years ago, when I was in school to learn to be a therapist, I was also a minister at a busy congregation that was constructing a building. The work demands on me in that time of transition were higher than usual, and I remember being aware, one semester, that my work in a course in the graduate program was trending toward a B-minus. Usually, that would have sent me into a panic—I did not want to get less than an A in graduate school, at least not without a fight! But, after thinking about it, I realized that I couldn't hit top marks at school and also do the job, as I understood it, in the congregation. So, I decided to do "just enough" in the therapy course and ended up getting a "just enough" grade. Feedback that gives us sub-optimal information doesn't require automatically leaping into action. Feedback is only an invitation to interpret and then to choose how we will respond.

### Applying It to Your Own Situation

As you think about what's important to you—what really matters—what would you say are the feedback mechanisms you use, to provide accurate, reliable, and valid information regarding your situation in light of what's important? If you have feedback mechanisms in place, how do you relate to them? Where is there anxiety? And where is there calm?

In the context of trusted relationships, who are the people you'll receive feedback from? Whose feedback is less useful? The writer Brené Brown uses a standard that anyone who's "in the arena," also committing to what they want, has valuable feedback to offer, where people in the "cheap seats" offer feedback she's not going to heed. What is your standard? What separates useful sources from less-useful ones?

Where have you avoided feedback on something that's important to you? What is the reality you believe the feedback might describe? How can you become less allergic to engaging that reality and more tolerant of seeing things as they are? What feedback mechanism or process would help you do that?

Director of Lifespan Religious Education  
Twinks Hastings Board Report  
October 2021

Overview

I am feeling incredibly concerned about the lack of teachers and the hesitancy to be with the children. Even when I ask for subs from folks who are usually happy to help out I get a no. I understand the hesitancy, and, as we move into colder weather two of my few volunteers have told me they would not be continuing on once they had to be inside with the children. I really hope that the vaccine for children gets approval this fall or we are going to really struggle to continue in person programming. In addition to the hesitancy around being with unvaccinated children, folks are just coming out of 18 months of covid stress and trauma, and many just want to adjust back into church life and be in worship.

That said, our first four program weeks have been amazing, deep, fulfilling and wonderful to witness. Our teachers, children and youth are just unbelievably awesome human beings!

Teacher training

Is happening on Thursday the 14th of October and Tuesday October 26th

CYM Committee

I am working hard with the CYM committee to hold their burn out, restore the team spirit which has been our signature these last few years and remember the core of why we do this work. Some harsh words were said at our last meeting but we were able to pause and come back to center, and the folks involved were able to make amends, and that's really what's important and beautiful in working in a community. I have faith that we will get through this challenging year.

Adult Education

Pat Stover and I met to start planning the New UU class. I hope that some folks sign up and the class runs in November.

### Pew Removal

The listening meetings are scheduled for Sunday Oct 17th at 11.15 in person after worship and Mon Oct 18th 6-7 on zoom. Your support would be appreciated.

### Nursery

We were unable to successfully find an adult candidate to fill the position, we had one applicant who was not suitable. One of our youth Saffron Jalbert however was interested and I hope to get board approval tonight to move forward with making that official. In the four weeks we have had CYM we have had at least 1 nursery aged child each week. When Claudia agreed to come back she did tell me that she would miss 3 out of 4 of these first weeks. Finding cover has been impossible, I covered one week and last week had a member of CYM lined up who then called me on Saturday to say she was sick which resulted in me working both Saturday and Sunday which were meant to be my days off. I am hoping to put out a call for as many folks as possible to be Cori'ed so that I can call on them last min when we have people call out this winter. I hope that some of you might be willing to lead the way in the list of Cori'ed folks.

### Conclusion

I'm finding this year to be more complex and challenging than just your bog standard pandemic year. The unknowing is far more unnerving for folks than the "we are all stuck at home on zoom so lets make it the best we can" situation we had last year. However, one thing I know, that myself and the CYM folks have yet to meet a challenge we haven't overcome so I continue to move forward with optimism and the knowledge that our children, youth and families are being well served and fed by their FPB experience

## Report from Administration and Finance Director – October 2021

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

- September 2021 Financial Reports show a surplus of \$61,866 and a checking/savings balance of \$229,069.
- For FY21-22, we have received, as of 9/14/21, 202 pledge units for a total of \$373,724.
- Per Board vote, \$6,200 has been added to the personnel budget to move the five staff members not at mid-range for UUA recommendations closer to that goal. As was present by Rev Jessica last month, there was a savings of nearly \$1,400 in changes in personnel expenses since the congregation approved the budget in June. These changes include (\$2,756) – Subtraction due to no Tech Support position, \$2,500 – Addition of moving expenses for Music Director, (\$2,621) - Subtraction for Music Director total budget added pension, subtracted health coverage, slight increase due to LTD, (\$508) – Subtraction due to prorated dental coverage for staff working less than 35hrs/wk, \$1,389 - Addition of dependent coverage for half a year (Rev Jessica), \$600 – Addition for Substitute Sexton. These changes are reflected in the September Financial reports, and account for \$4,802 increase in the Surplus budget line 122 on page 4 of the financial reports.

### Property Management

- We installed a new banner for in front of the solar panels to better direct people to our main parking lot. In addition, we have begun using 5 new metal sandwich board signs printed with parking directions for events to better direct traffic to designated parking areas. I received positive feedback that they were clear and helpful.
- Jennie Mignone has received an additional quote for cleaning our campus. We still have limited enough use of the buildings that Jennie has been able to do the weekly cleaning, but we expect to need to contract for this labor within the next month. Her and I continue to map out responsibilities of a Property Manager for FPBUU.

### Administration as Ministry

- With the move back to in-person service and meetings, the office is working to recalibrate to the various requests. We have groups meeting in-person, virtually and some groups are even braving the idea of multi-platform meetings to include all who want to participate. It's challenging because we are building as we go. Requests for room reservations are not coming in the established pre-pandemic ways but as fragmented emails and hurried phone messages. The office volunteers and I are trying to help meet the needs of the congregation as they change from week to week and are reminding people of the established procedures when possible. With a higher level of anxiety in the office than pre-pandemic, and we are doing our best to deal with it with compassion and honest dialogue.
- The Fall Picnic was a success with 82 members in attendance. A big thank you to the Fundraising Team for pulling together this lovely community building event. Stay tuned for announcements for our Holiday Fair.
- I have added a new form on the homepage of the website called *Service is our Prayer*. The hope is that this form will invite members to share their interests and skills so that we can better match them with an area that could benefit from their participation.
- I continue to meet regularly with the staff that I supervise and offer support to the rest of the staff as needed. There has been an increased level of anxiety, which has come out in various ways. Addressing this with the staff I supervise has taken more time and care than it has previously.
- Everything seems to be taking more time to get done which has led to lower productivity and higher stress.

### Sustainable Leadership

- Sabbatical Plan: My request is to take July-October 2022 as my four-month sabbatical. During this time, I plan to participate in an extended silent retreat, read and absorb myself in anti-racist, anti-oppression, multicultural community books and resource material. Another area of interest is best practices for churches and non-profits regarding organizational management. Mostly, this time will include a lot of self-care, which is essential to refill my reserves so I can best do my job as Administration and Finance Director of this congregation. These months are the least demanding of the church year and I feel confident that my absence will have minimal impact on church functions. If approved, I will work to see what can be delegated to the COVE volunteers, members of Finance Committee, Fundraising Team, Building Maintenance and Landscape Committees and other Staff members. At this point, I foresee that an interim admin would be needed for no more than 15hrs/week. I am estimating the potential total cost for this could be up to \$8,000. I can get more specific on cost and number of hours, once a decision has been made regarding the proposal from Secure Networks because much of what they are looking at falls under my oversight and would be the most challenging to get coverage for.

Kind regards, Karena Stroh, Administration and Finance Director

## Board report – 10/21

Music at FPBUU has the potential to be vibrant and enriching for both the musicians and the congregation at large. As we are seeing in all of our church programming, COVID has affected participation and our ability to maximize our gifts.

The choir is missing several key members due to COVID hesitancy. They were musical leaders who held their section together, and anchored inexperienced singers to create a stable ensemble. This loss has resulted in a situation where this year our choir cannot consistently perform at the level necessary to be an instrument of worship, which is its main function. This is not an issue of desiring professional quality from our amateurs. It is rather a situation where even one absence on a given Sunday wipes out a part entirely, and often will force us into programming selections not consistent with the working theme, or forcing me to sing instead of conduct the ensemble.

Many small churches solve this problem through section leaders. They are essentially paid professional musicians who are able to carry their section, and also serve occasionally as soloists. This would be a new program, and hopefully one we wouldn't need in perpetuity.

The cost per section leader for the remainder of the church year is about \$2500. We intend to ask for one of these positions to be covered by the Endowment, and we wish to match this by covering another one from the savings in the piano line, which can easily bear that cost.

It was necessary for the church and our former pianist to part ways. We have not thus far received applicants for the position, and I am continuing to search for new media outlets to advertise. Lucy Banner is filling in admirably, but her time is limited, and she will not be with us after Nov 25<sup>th</sup>. I am working on an emergency plan to carry us forward if the new pianist isn't discovered in time

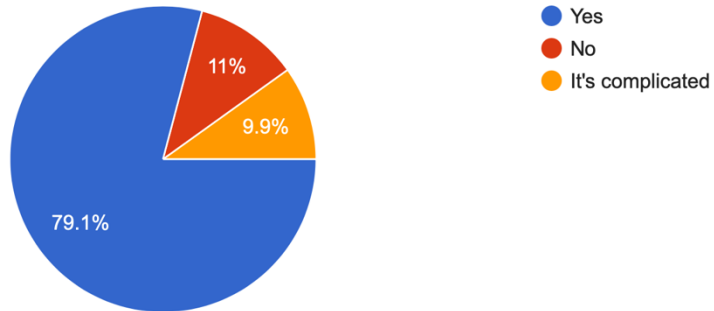
I look forward to incorporating more of our instrumentalists, and local guests as well. It's been a challenging start to my tenure, but I see improvement in our singers every week, and I look forward to building the program to where it needs to be.

Kevin Badanes

Congregational Poll results 92 congregants participating

Will you be attending services in person this fall?

91 responses



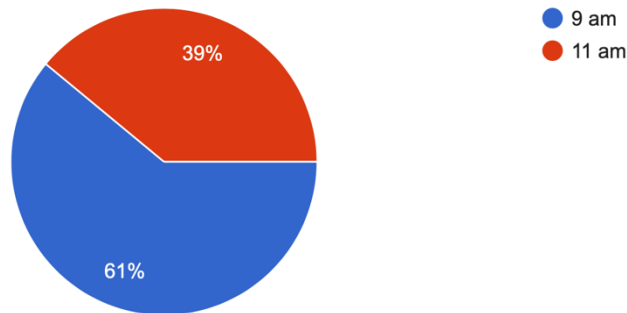
Yes 72

No 10

It's complicated 9

If yes, and we return to two services, which one would you attend?

82 responses



9 am 50

11 am 32

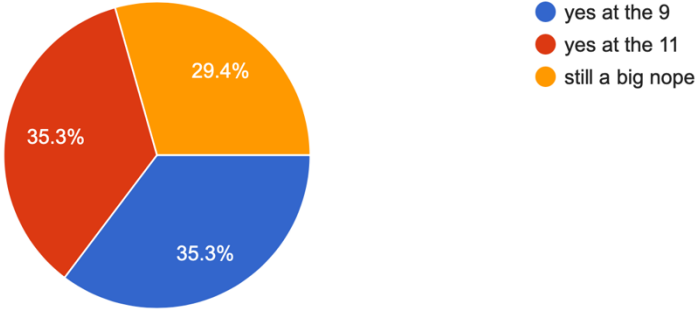
**If your original answer is no, why not?** 17 responses

Not comfortable being inside yet	8
Waiting for fancy filter on HVAC to attend in person	1
Too crowded	5
Waiting for kids to be able to get vaccinated	2
Prefer streaming in my pj's	1



**If you answered "too crowded" would you return to in person if we moved to two services?** 17 responses

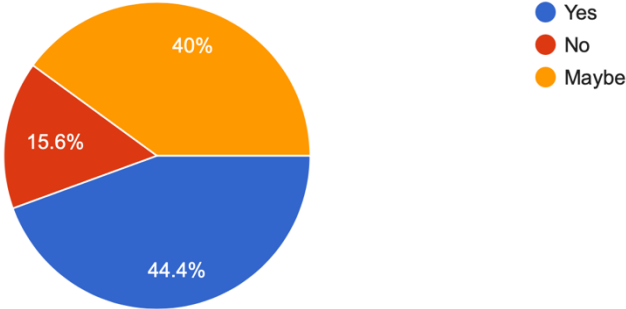
If you answered "too crowded" would you return to in person if we moved to two services?  
17 responses



yes at the 9 6  
yes at the 11 6  
still a big nope 5

**If we had an indoor concert or event would you go?** 90 responses

If we had an indoor concert or event would you go?  
90 responses

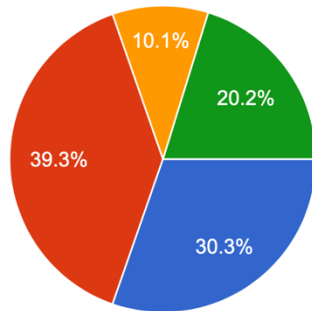


Yes 40  
No 14  
Maybe 36

## Does pineapple belong on pizza? 89 responses

Does pineapple belong on pizza?

89 responses



- Yes
- No
- blasphemy
- It's complicated

Yes 27

No 35

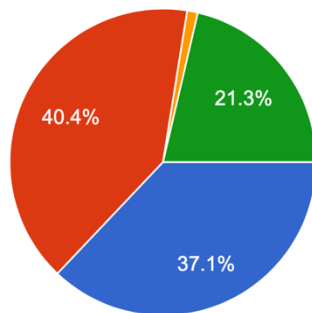
blasphemy 9

It's complicated 18

## How are you? 89 responses

How are you?

89 responses



- pretty freaking fantastic
- meh, overall ok but I have been better
- terrible
- depends on the day
- I need a call from the minister

pretty freaking fantastic 33

meh, overall ok but I have been better 36

terrible 1

depends on the day 19

I need a call from the minister 0

## Anything else you want us to know? 57 responses

My first preference is one service at 10.

We appreciate our limited contact with the church and look forward to knowing people better

I think more people would attend if we had two services.

I think you are all doing a great job trying to accommodate us....thank you!

You're doing a fabulous job. Kudoes!

I go to FLORIDA at the end of October. to April. I will stream from FLORIDA.

I really like one service, i like the feeling of everyone being together at once

I feel an outsize sense of happiness being part of fab and plan my unfolding future around this community.

Not attending service with CYM

Maybe we should stay at one service for a while.

No thanks

If not too crowded, I prefer one service at 10:00

Just thanks for keeping things humming!

Booster shot (#3) on Friday so feeling pretty good!

I like the humor here! Maybe even some more funky questions next time, but I know you don't want to go too far on the first round. Surveys should have some funk incorporated.

Thank you!!! :)

We like one service at 10.

Yes,let's do 2 services, that way people can be spread out and enjoy themselves without feeling so confined and close

Love you

I switch between 9 and 11, I don't like either time so swap about as the weather dictates.

it's hard to answer with a drop down menu. It is complicated. Rates of covid change and if there is very little risk my answers would be very different. For now I would be comfortable indoors if

I knew all were vaccinated, all were being careful outside of church and all were wearing masks indoors. Thank you cc

Please be Aware of those of us with hearing impairment made all the more challenging by muffled sounds via masked speakers amplified by microphones. Speaking distinctly, precisely and perhaps a bit more slowly would be helpful.

My decision to attend church has less to do with venue and more to do with needing to hear forward looking & thought provoking sermons that are less focused on ourselves as a congregation and more on what is affecting our larger humanity and what does our faith call us to do.

I feel very cared for by minister & staff & appreciate all their hard work in keeping things going as "normally" as possible. Blessings to all

Grateful that you are wondering what my opinion is. I'm curious what the responses are from others. FYI i enjoy Zoom coffeeshour because each person gets to speak and it is easy to hear what people say. In person coffee hour is too cacophonous and loud and the coffee ritual (stand in line, face straight ahead) distracts from the personal exchanges IMHO. Overall I am curious how we will reinvent our world. We are resilient and creative and we can make this fun. I know we can!

If we are voting, I prefer one service at this time.

I will harass Rog to fill this out too.

If I can be in the memorial garden for service I will

I appreciate all you are doing to make things work!! THANKS

I've never attended! But I have been wanting to for a long time. I'd like to bring my 14 month old and my father who has trouble walking. A 9 or 10 am service conflicts with our nap schedule right now. I'm also not sure how my son will do sitting in one place, he'll need to be able to move. These are the thoughts that have kept me home.

No

I'd really really prefer staying at one service for as long as possible for a few reasons. 1)choir - not having my whole morning taken up by church services; 2) I miss people who regularly come to a different service; 3) I love 10am as the sweet spot between 9 and 11.

I work every third weekend so my attendance is irregular. I also like to option of streaming in my pjs some days!

Everything's different now, as you know, and committing to ANYthing seems foolhardy. So my comfort level/ decision with being indoors may change at a moment's notice.

Pineapple symbolizes hospitality. Is that the basis for the question?

I am happy to go to in person services but still feel nervous about it. I really appreciate the effort to keep the kids' programming outdoors as much as possible!

I prefer one service over 2

Zoom is preferable to YouTube.

I appreciate all our staff is trying to do. I guess it truly is one day at a time....

We sing in choir so one service is great!!

Out of town so streaming services now.

Sometimes would attend the 11 am service instead of the 9 am

I am so happy we are back in person! I am having a baby any day, so I will be streaming from my pjs( or dreaming to) but will be back in person as a soon as it makes sense for our family. Thank you for all that you do. Your work and dedication bring mire comfort and peace than you could possibly know.

I would like to be a part of Welcoming Congregation so we can make Gayla ball happen in 2023 even if its a masked ball. it could be fun and i love planning things as I have potlucks seasonally.

I would also like to start dine arounds again

Volume could be a little higher on streaming and thank you

Can we have a nighttime service around a fire at some point this fall?

Is cereal soup? :-)

I will be 92 next month and am not comfortable spending long periods in a mask. Also I don't drive if the weather is not good. Am happy services are on line right now, though I miss going to our beautiful church.

So happy to be back in the Sanctuary again with our beloved community ❤️

I'm just uncomfortable seeing how close people are sitting in pews on video and with people singing and speaking unmasked not so far from the front row and windows not open far / likely not open once it's cold. I look forward to returning when the transmission rate is a lot lower.

Not at this moment. thanks.

Love being home

We love you, Jessica.

While the above questions don't really apply to me as I live in Nevada; I did want to thank FPBUU for making the services available online as I truly do enjoy being a part of the community despite the distance. Be well Christina

I'm sending LOVE

I will generally attend 9 am but will be ushering at 11 sometimes so will attend that service. I'd be ok with having only one service at 10 am also.

Prefer the 10:00 service time. Also, what is the pineapple thing?

# Financial Reports - September 2021

## Reconciled

Submitted by Karena Stroh, Administration & Finance Director

### Table of Contents

Tab 2 (pages 2-4) - *Operating Fund* Profit & Loss Budget vs. Actual

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

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

Tab 4 (page 9) - *Special Funds* Profit & Loss Previous Year Comparison

Tab 4 (page 10) - *Special Funds* Balance Sheet Previous Year Comparison

**% of budget should typically be at 25%**

### Points of Interest

**Total Income** is at 40% of budget

Pledge Commitments FY 21-22          \$373,724

Total Pledge Payments received 42% of budget

Offeratory is at 13% of budget

Thrift Store Income is at 47% of budget

**Total Expenses** are at 25% of budget

Please note that starting this fiscal year I have separated the long term disability from the staff salaries on the reports. It now has its own line (line 49, page 2). This should be considered when comparing salaries and benefits to prior years.

**Split Plate Offeratory:** \$1,488 has been distributed to 7 different organization as of August 31st

As of October 14th, we have \$3,139 remaining to pay on our Endowment Loan.

**Operating Funds**  
**Profit & Loss Budget vs. Actual**  
July through September 2021

	Sept 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Pledges</b>				
1    2021-2022 Pledges	149,114.64	364,117.00	-215,002.36	40.95%
2    2020-2021 Pledges	9,769.67	10,000.00	-230.33	97.7%
3 <b>Total Pledges</b>	158,884.31	374,117.00	-215,232.69	42.47%
4 <b>Offertory</b>	2,630.27	20,000.00	-17,369.73	13.15%
5 <b>Fund Raising</b>				
6    Thrift Store/Annex Income	37,356.05	80,000.00	-42,643.95	46.7%
7 <b>Church Fundraisers</b>				
8    Fall Fundraiser	829.92			
9    Spring Auction	31.20	10,000.00	-9,968.80	0.31%
10    Church Fundraisers - Other	0.00	9,000.00	-9,000.00	0.0%
11 <b>Total Church Fundraisers</b>	861.12	19,000.00	-18,138.88	4.53%
12    Food Certificate Sales	0.00	1,500.00	-1,500.00	0.0%
13    Welcoming Congregation-Income	0.00	2,000.00	-2,000.00	0.0%
14 <b>Total Fund Raising</b>	38,217.17	102,500.00	-64,282.83	37.29%
15 <b>BldgUse</b>				
16    Space Rentals	1,121.06	2,500.00	-1,378.94	44.84%
17    Weddings/Memorials	1,188.27	1,500.00	-311.73	79.22%
18 <b>Total BldgUse</b>	2,309.33	4,000.00	-1,690.67	57.73%
19 <b>Investment,Interest, MiscIncome</b>				
20    Misc Contributions	226.28	300.00	-73.72	75.43%
21 <b>Investment Income</b>				
22    UUA GIF Distribution	760.56	2,800.00	-2,039.44	27.16%
23    Alton Smith Char Trust	213.48	1,000.00	-786.52	21.35%
24    Alton Smith Irrev Trust	255.14	1,200.00	-944.86	21.26%
25 <b>Total Investment Income</b>	1,229.18	5,000.00	-3,770.82	24.58%
26    Interest Income	52.65	250.00	-197.35	21.06%
27 <b>Total Investment,Interest, MiscIncome</b>	1,508.11	5,550.00	-4,041.89	27.17%
28 <b>Total Income</b>	203,549.19	506,167.00	-302,617.81	40.21%
29 <b>Gross Profit</b>	203,549.19	506,167.00	-302,617.81	40.21%
30 <b>Expense</b>				
31 <b>Staff Salaries</b>				
32    Minister	23,850.00	96,175.00	-72,325.00	24.8%
33    Admin&FinanceDir	11,285.76	45,945.00	-34,659.24	24.56%
34    CYM Director	11,024.52	45,858.00	-34,833.48	24.04%
35    Music Director	9,268.26	37,073.00	-27,804.74	25.0%
36    ThriftStoreManager	7,893.60	32,415.00	-24,521.40	24.35%
37    Sexton	5,047.74	20,698.00	-15,650.26	24.39%
38    Bookkeeper	3,679.67	15,638.00	-11,958.33	23.53%
39    Pianist	910.00	10,920.00	-10,010.00	8.33%
40    CYM-Childcare	22.50	2,208.00	-2,185.50	1.02%
41 <b>Total Staff Salaries</b>	72,982.05	306,930.00	-233,947.95	23.78%
42 <b>Staff Benefits/Payroll Expenses</b>				
43    Employee Health Insurance	7,901.88	35,267.00	-27,365.12	22.41%
44    Retirement	6,849.60	27,818.00	-20,968.40	24.62%
45    FICA Taxes	3,853.84	16,123.00	-12,269.16	23.9%
46    Minister Benefit (FICA)	1,824.48	7,357.00	-5,532.52	24.8%
47    Minister's Term Life	189.00	734.00	-545.00	25.75%
48    WorkComplnsurance	0.00	2,910.00	-2,910.00	0.0%
49    Long Term Disability	1,524.57	3,525.00	-2,000.43	43.25%
50    Staff Appreciation	0.00	900.00	-900.00	0.0%
51    Moving Expenses	2,500.00	2,500.00	0.00	100.0%
52 <b>Total Staff Benefits/Payroll Expenses</b>	24,643.37	97,134.00	-72,490.63	25.37%
53 <b>Staff Professional Expenses</b>				
54    Minister's Professional Exp	5,085.59	9,618.00	-4,532.41	52.88%
55    Admin&FinanceDirProf Ex	864.01	2,757.00	-1,892.99	31.34%
56    CYM Professional Exp	110.00	2,752.00	-2,642.00	4.0%



**Operating Funds**  
**Profit & Loss Budget vs. Actual**  
July through September 2021

	Sept 21	Budget	\$ Over Budget	% of Budget	
57	Music Director Prof Exp	0.00	2,224.00	-2,224.00	0.0%
58	<b>Total Staff Professional Expenses</b>	<b>6,059.60</b>	<b>17,351.00</b>	<b>-11,291.40</b>	<b>34.92%</b>
59	<b>BldgGrounds</b>				
60	Total Reg. Maintenance	3,721.97	18,000.00	-14,278.03	20.68%
61	Maint-Special Bldg Projects	1,011.72			
62	Groundskeeping	4,691.00	12,000.00	-7,309.00	39.09%
63	Liability/Property Insurance	7,202.00	14,200.00	-6,998.00	50.72%
64	Housekeeping	0.00	5,700.00	-5,700.00	0.0%
65	Electric	1,103.21	5,000.00	-3,896.79	22.06%
66	Gas	154.85	5,000.00	-4,845.15	3.1%
67	Phone & Internet	1,577.00	5,000.00	-3,423.00	31.54%
68	Water	644.23	1,500.00	-855.77	42.95%
69	Winslow Renovations	181.88			
70	<b>Total BldgGrounds</b>	<b>20,287.86</b>	<b>66,400.00</b>	<b>-46,112.14</b>	<b>30.55%</b>
71	<b>Office Expenses</b>				
72	Advertising	0.00	1,500.00	-1,500.00	0.0%
73	Credit Card/Bank/PayPal Fees	1,593.46	3,000.00	-1,406.54	53.12%
74	Financial Audit	0.00	2,500.00	-2,500.00	0.0%
75	Office Expense/Supplies	867.27	4,000.00	-3,132.73	21.68%
76	OfficeEquip/Maint	1,395.85	6,200.00	-4,804.15	22.51%
77	Payroll Software Expenses	97.75	900.00	-802.25	10.86%
78	Software Expense	1,382.04	1,800.00	-417.96	76.78%
79	<b>Total Office Expenses</b>	<b>5,336.37</b>	<b>19,900.00</b>	<b>-14,563.63</b>	<b>26.82%</b>
80	<b>Loan &amp; Mortgage Payments</b>				
81	Mortgage Principal Payments	1,188.15	4,500.00	-3,311.85	26.4%
82	Mortgage Interest Payments	658.68	3,100.00	-2,441.32	21.25%
83	<b>Total Loan &amp; Mortgage Payments</b>	<b>1,846.83</b>	<b>7,600.00</b>	<b>-5,753.17</b>	<b>24.3%</b>
84	<b>Denominational Dues</b>				
85	UUA-NER	8,332.00	25,000.00	-16,668.00	33.33%
86	<b>Total Denominational Dues</b>	<b>8,332.00</b>	<b>25,000.00</b>	<b>-16,668.00</b>	<b>33.33%</b>
87	<b>Committees</b>				
88	Board of Trustees	164.00	450.00	-286.00	36.44%
89	HelpingHands	0.00	100.00	-100.00	0.0%
90	Landscape Committee	0.00	700.00	-700.00	0.0%
91	Membership	0.00	750.00	-750.00	0.0%
92	Reparations	0.00	295.00	-295.00	0.0%
93	Stewardship	0.00	500.00	-500.00	0.0%
94	UU Connections	0.00	560.00	-560.00	0.0%
95	<b>Total Committees</b>	<b>164.00</b>	<b>3,355.00</b>	<b>-3,191.00</b>	<b>4.89%</b>
96	<b>CYM</b>				
97	Special Programing/Multigen	1,109.47	1,500.00	-390.53	73.97%
98	Pre K-Grade 6/7	159.77	1,300.00	-1,140.23	12.29%
99	High School Youth Program	75.00	800.00	-725.00	9.38%
100	Pathways/AdultFaithDevelopment	0.00	600.00	-600.00	0.0%
101	Contract Childcare	0.00	400.00	-400.00	0.0%
102	Child Care Supplies	20.00	300.00	-280.00	6.67%
103	Office/Library	0.00	300.00	-300.00	0.0%
104	Child Abuse Prevention Training	0.00	200.00	-200.00	0.0%
105	<b>Total CYM</b>	<b>1,364.24</b>	<b>5,400.00</b>	<b>-4,035.76</b>	<b>25.26%</b>
106	<b>Music</b>				
107	Guest Musicians	0.00	2,900.00	-2,900.00	0.0%
108	Music Scores	172.23	600.00	-427.77	28.71%
109	Music Support/Supplies	35.54	700.00	-664.46	5.08%
110	PianoOrgan	0.00	700.00	-700.00	0.0%
111	<b>Total Music</b>	<b>207.77</b>	<b>4,900.00</b>	<b>-4,692.23</b>	<b>4.24%</b>
112	<b>Worship</b>				
113	Hospitality	0.00	650.00	-650.00	0.0%
114	Materials/Supplies	459.28	1,000.00	-540.72	45.93%
115	Pulpit Support	0.00	3,600.00	-3,600.00	0.0%

**Operating Funds**  
**Profit & Loss Budget vs. Actual**  
 July through September 2021

	Sept 21	Budget	\$ Over Budget	% of Budget
116           Substitute Sexton	0.00	600.00	-600.00	0.0%
117           Total Worship	459.28	5,850.00	-5,390.72	7.85%
118           Total Expense	141,683.37	559,820.00	-418,136.63	25.31%
119   Net Ordinary Income	61,865.82	-53,653.00	115,518.82	-115.31%
120   Other Income/Expense				
121       Other Income				
122           Other Income and Expenses				
123           Surplus from prior year	0.00	53,653.00	-53,653.00	0.0%
124           Total Other Income and Expenses	0.00	53,653.00	-53,653.00	0.0%
125       Total Other Income	0.00	53,653.00	-53,653.00	0.0%
126   Net Other Income	0.00	53,653.00	-53,653.00	0.0%
127 Net Income	<b>61,865.82</b>	<b>0.00</b>	<b>61,865.82</b>	<b>100.0%</b>

**Operating Funds**  
**Profit & Loss Prev Year Comparison**  
July through September 2021

	Sept 21	Sept 20	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Pledges</b>				
1        2021-2022 Pledges	149,114.64	0.00	149,114.64	100.0%
2        2020-2021 Pledges	9,769.67	102,889.68	-93,120.01	-90.51%
3        2019-2020 Pledges	0.00	15,467.24	-15,467.24	-100.0%
4        2018-2019 Pledges	0.00	150.00	-150.00	-100.0%
5 <b>Total Pledges</b>	<b>158,884.31</b>	<b>118,506.92</b>	<b>40,377.39</b>	<b>34.07%</b>
6 <b>Offertory</b>	<b>2,630.27</b>	<b>3,262.00</b>	<b>-631.73</b>	<b>-19.37%</b>
7 <b>Fund Raising</b>				
8 <b>Thrift Store/Annex Income</b>	<b>37,356.05</b>	<b>21,258.38</b>	<b>16,097.67</b>	<b>75.72%</b>
9 <b>Church Fundraisers</b>				
10 <b>Fall Fundraiser</b>	<b>829.92</b>	<b>0.00</b>	<b>829.92</b>	<b>100.0%</b>
11 <b>Garden Tours</b>	<b>0.00</b>	<b>2,182.00</b>	<b>-2,182.00</b>	<b>-100.0%</b>
12 <b>Small Group Fundraisers</b>	<b>0.00</b>	<b>-184.82</b>	<b>184.82</b>	<b>100.0%</b>
13 <b>Spring Auction</b>	<b>31.20</b>	<b>0.00</b>	<b>31.20</b>	<b>100.0%</b>
14 <b>Summer Auction</b>	<b>0.00</b>	<b>6,018.00</b>	<b>-6,018.00</b>	<b>-100.0%</b>
15 <b>Total Church Fundraisers</b>	<b>861.12</b>	<b>8,015.18</b>	<b>-7,154.06</b>	<b>-89.26%</b>
16 <b>Food Certificate Sales</b>	<b>0.00</b>	<b>450.00</b>	<b>-450.00</b>	<b>-100.0%</b>
17 <b>Total Fund Raising</b>	<b>38,217.17</b>	<b>29,723.56</b>	<b>8,493.61</b>	<b>28.58%</b>
18 <b>BldgUse</b>				
19 <b>Space Rentals</b>	<b>1,121.06</b>	<b>0.00</b>	<b>1,121.06</b>	<b>100.0%</b>
20 <b>Weddings/Memorials</b>	<b>1,188.27</b>	<b>0.00</b>	<b>1,188.27</b>	<b>100.0%</b>
21 <b>Total BldgUse</b>	<b>2,309.33</b>	<b>0.00</b>	<b>2,309.33</b>	<b>100.0%</b>
22 <b>Investment,Interest, MiscIncome</b>				
23 <b>Misc Contributions</b>	<b>226.28</b>	<b>288.57</b>	<b>-62.29</b>	<b>-21.59%</b>
24 <b>Investment Income</b>				
25 <b>UUA GIF Distribution</b>	<b>760.56</b>	<b>728.07</b>	<b>32.49</b>	<b>4.46%</b>
26 <b>Alton Smith Char Trust</b>	<b>213.48</b>	<b>245.22</b>	<b>-31.74</b>	<b>-12.94%</b>
27 <b>Alton Smith Irrev Trust</b>	<b>255.14</b>	<b>317.00</b>	<b>-61.86</b>	<b>-19.51%</b>
28 <b>Total Investment Income</b>	<b>1,229.18</b>	<b>1,290.29</b>	<b>-61.11</b>	<b>-4.74%</b>
29 <b>Interest Income</b>	<b>52.65</b>	<b>103.04</b>	<b>-50.39</b>	<b>-48.9%</b>
30 <b>Total Investment,Interest, MiscIncome</b>	<b>1,508.11</b>	<b>1,681.90</b>	<b>-173.79</b>	<b>-10.33%</b>
31 <b>Total Income</b>	<b>203,549.19</b>	<b>153,174.38</b>	<b>50,374.81</b>	<b>32.89%</b>
32 <b>Gross Profit</b>	<b>203,549.19</b>	<b>153,174.38</b>	<b>50,374.81</b>	<b>32.89%</b>
33 <b>Expense</b>				
34 <b>Staff Salaries</b>				
35 <b>Minister</b>	<b>23,850.00</b>	<b>23,040.00</b>	<b>810.00</b>	<b>3.52%</b>
36 <b>Admin&amp;FinanceDir</b>	<b>11,285.76</b>	<b>10,774.74</b>	<b>511.02</b>	<b>4.74%</b>
37 <b>CYM Director</b>	<b>11,024.52</b>	<b>10,525.32</b>	<b>499.20</b>	<b>4.74%</b>
38 <b>Music Director</b>	<b>9,268.26</b>	<b>8,826.90</b>	<b>441.36</b>	<b>5.0%</b>
39 <b>ThriftStoreManager</b>	<b>7,893.60</b>	<b>7,800.00</b>	<b>93.60</b>	<b>1.2%</b>
40 <b>Sexton</b>	<b>5,047.74</b>	<b>4,824.36</b>	<b>223.38</b>	<b>4.63%</b>
41 <b>Bookkeeper</b>	<b>3,679.67</b>	<b>3,615.90</b>	<b>63.77</b>	<b>1.76%</b>
42 <b>Pianist</b>	<b>910.00</b>	<b>2,170.00</b>	<b>-1,260.00</b>	<b>-58.07%</b>
43 <b>CYM-Childcare</b>	<b>22.50</b>	<b>270.00</b>	<b>-247.50</b>	<b>-91.67%</b>
44 <b>Total Staff Salaries</b>	<b>72,982.05</b>	<b>71,847.22</b>	<b>1,134.83</b>	<b>1.58%</b>
45 <b>Staff Benefits/Payroll Expenses</b>				
46 <b>Employee Health Insurance</b>	<b>7,901.88</b>	<b>7,288.26</b>	<b>613.62</b>	<b>8.42%</b>
47 <b>Retirement</b>	<b>6,849.60</b>	<b>4,674.18</b>	<b>2,175.42</b>	<b>46.54%</b>
48 <b>FICA Taxes</b>	<b>3,853.84</b>	<b>3,481.87</b>	<b>371.97</b>	<b>10.68%</b>
49 <b>Minister Benefit (FICA)</b>	<b>1,824.48</b>	<b>1,722.00</b>	<b>102.48</b>	<b>5.95%</b>

**Operating Funds**  
**Profit & Loss Prev Year Comparison**  
July through September 2021

	Sept 21	Sept 20	\$ Change	% Change	
50	Minister's Term Life	189.00	252.00	-63.00	-25.0%
51	Long Term Disability	1,524.57	0.00	1,524.57	100.0%
52	Moving Expenses	2,500.00	0.00	2,500.00	100.0%
53	<b>Total Staff Benefits/Payroll Expenses</b>	<b>24,643.37</b>	<b>17,418.31</b>	<b>7,225.06</b>	<b>41.48%</b>
54	<b>Staff Professional Expenses</b>				
55	Minister's Professional Exp	5,085.59	2,321.79	2,763.80	119.04%
56	Admin&FinanceDirProf Ex	864.01	746.19	117.82	15.79%
57	CYM Professional Exp	110.00	471.24	-361.24	-76.66%
58	Music Director Prof Exp	0.00	1,396.00	-1,396.00	-100.0%
59	<b>Total Staff Professional Expenses</b>	<b>6,059.60</b>	<b>4,935.22</b>	<b>1,124.38</b>	<b>22.78%</b>
60	<b>BldgGrounds</b>				
61	Total Reg. Maintenance	3,721.97	2,092.70	1,629.27	77.86%
62	Maint-Special Bldg Projects	1,011.72	0.00	1,011.72	100.0%
63	Groundskeeping	4,691.00	3,149.00	1,542.00	48.97%
64	Liability/Property Insurance	7,202.00	7,079.00	123.00	1.74%
65	Housekeeping	0.00	2,240.00	-2,240.00	-100.0%
66	Electric	1,103.21	1,305.12	-201.91	-15.47%
67	Gas	154.85	226.03	-71.18	-31.49%
68	Phone & Internet	1,577.00	1,340.10	236.90	17.68%
69	Water	644.23	450.90	193.33	42.88%
70	Winslow Renovations	181.88	0.00	181.88	100.0%
71	<b>Total BldgGrounds</b>	<b>20,287.86</b>	<b>17,882.85</b>	<b>2,405.01</b>	<b>13.45%</b>
72	<b>Office Expenses</b>				
73	Transfer Suspense Account	0.00	750.97	-750.97	-100.0%
74	Credit Card/Bank/PayPal Fees	1,593.46	1,043.16	550.30	52.75%
75	Office Expense/Supplies	867.27	434.99	432.28	99.38%
76	OfficeEquip/Maint	1,395.85	1,087.82	308.03	28.32%
77	Payroll Software Expenses	97.75	127.50	-29.75	-23.33%
78	Software Expense	1,382.04	830.06	551.98	66.5%
79	<b>Total Office Expenses</b>	<b>5,336.37</b>	<b>4,274.50</b>	<b>1,061.87</b>	<b>24.84%</b>
80	<b>Loan &amp; Mortgage Payments</b>				
81	Mortgage Interest Payments	658.68	921.34	-262.66	-28.51%
82	<b>Total Loan &amp; Mortgage Payments</b>	<b>658.68</b>	<b>921.34</b>	<b>-262.66</b>	<b>-28.51%</b>
83	<b>Denominational Dues</b>				
84	UUA-NER	8,332.00	7,136.00	1,196.00	16.76%
85	<b>Total Denominational Dues</b>	<b>8,332.00</b>	<b>7,136.00</b>	<b>1,196.00</b>	<b>16.76%</b>
86	<b>Committees</b>				
87	Board of Trustees	164.00	0.00	164.00	100.0%
88	Landscape Committee	0.00	53.00	-53.00	-100.0%
89	UU the Vote	0.00	-1,615.20	1,615.20	100.0%
90	<b>Total Committees</b>	<b>164.00</b>	<b>-1,562.20</b>	<b>1,726.20</b>	<b>110.5%</b>
91	<b>CYM</b>				
92	Special Programing/Multigen	1,109.47	787.59	321.88	40.87%
93	Pre K-Grade 6/7	159.77	0.00	159.77	100.0%
94	High School Youth Program	75.00	0.00	75.00	100.0%
95	Child Care Supplies	20.00	0.00	20.00	100.0%
96	<b>Total CYM</b>	<b>1,364.24</b>	<b>787.59</b>	<b>576.65</b>	<b>73.22%</b>
97	<b>Music</b>				
98	Music Scores	172.23	250.00	-77.77	-31.11%
99	Music Support/Supplies	35.54	409.35	-373.81	-91.32%
100	<b>Total Music</b>	<b>207.77</b>	<b>659.35</b>	<b>-451.58</b>	<b>-68.49%</b>
101	<b>Worship</b>				

**Operating Funds**  
**Profit & Loss Prev Year Comparison**  
July through September 2021

		Sept 21	Sept 20	\$ Change	% Change
102	Materials/Supplies	459.28	506.15	-46.87	-9.26%
103	Total Worship	459.28	506.15	-46.87	-9.26%
104	Total Expense	140,495.22	124,806.33	15,688.89	12.57%
105	Net Ordinary Income	63,053.97	28,368.05	34,685.92	122.27%
106	Net Income	<b>63,053.97</b>	<b>28,368.05</b>	<b>34,685.92</b>	<b>122.27%</b>

**Operating Funds**  
**Balance Sheet Prev Year Comparison**  
As of September 30, 2021

	Sept 30, 2021	Sept 30, 2020	\$ Change	% Change	
<b>ASSETS</b>					
<b>Current Assets</b>					
<b>Checking/Savings</b>					
1	CC5 Ckg - 5859	16,175.87	19,141.88	-2,966.01	-15.5%
2	Repo Sweep - 0998	212,893.22	102,865.90	110,027.32	106.96%
3	<b>Total Checking/Savings</b>	229,069.09	122,007.78	107,061.31	87.75%
4	<b>Other Current Assets</b>				
5	Payroll Corrections	-129.04	-129.04	0.00	0.0%
6	Emergency Reserve Fund	-29,400.00	-29,400.00	0.00	0.0%
7	Capital Expense Fund	-25,250.00	-25,250.00	0.00	0.0%
8	<b>Total Other Current Assets</b>	-54,779.04	-54,779.04	0.00	0.0%
9	<b>Total Current Assets</b>	174,290.05	67,228.74	107,061.31	159.25%
10	<b>Fixed Assets</b>	1,761,018.93	1,761,018.93	0.00	0.0%
11	<b>Other Assets</b>				
12	Transfer Suspense	-2,369.19	0.00	-2,369.19	-100.0%
13	Food Coupon Inventory	5,129.76	6,915.00	-1,785.24	-25.82%
14	Petty Cash	100.00	100.00	0.00	0.0%
15	<b>Total Other Assets</b>	2,860.57	7,015.00	-4,154.43	-59.22%
16	<b>TOTAL ASSETS</b>	<b>1,938,169.55</b>	<b>1,835,262.67</b>	<b>102,906.88</b>	<b>5.61%</b>
17	<b>LIABILITIES &amp; EQUITY</b>				
18	<b>Liabilities</b>				
19	<b>Current Liabilities</b>				
20	<b>Other Current Liabilities</b>				
21	PPP Loan	144,867.50	72,300.00	72,567.50	100.37%
22	Split Plate	2,647.00	3,755.00	-1,108.00	-29.51%
23	UUSC Coffee Sales	790.28	343.05	447.23	130.37%
24	Current portion-Loan Meeting H	4,080.00	4,080.00	0.00	0.0%
25	Payroll Liabilities	-185.05	6,342.74	-6,527.79	-102.92%
26	<b>Total Other Current Liabilities</b>	152,199.73	86,820.79	65,378.94	75.3%
27	<b>Total Current Liabilities</b>	152,199.73	86,820.79	65,378.94	75.3%
28	<b>Long Term Liabilities</b>				
29	Loan-Meeting House Improvements	69,838.30	74,679.02	-4,840.72	-6.48%
30	Loan-Endowment Fund	49,425.63	122,015.71	-72,590.08	-59.49%
31	<b>Total Long Term Liabilities</b>	119,263.93	196,694.73	-77,430.80	-39.37%
32	<b>Total Liabilities</b>	271,463.66	283,515.52	-12,051.86	-4.25%
33	<b>Equity</b>				
34	Unrealized Endow Loan Gain/Loss	252,943.67	180,353.59	72,590.08	40.25%
35	Retained Earnings	1,350,708.25	1,343,025.51	7,682.74	0.57%
36	Net Income	63,053.97	28,368.05	34,685.92	122.27%
37	<b>Total Equity</b>	1,666,705.89	1,551,747.15	114,958.74	7.41%
38	<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,938,169.55</b>	<b>1,835,262.67</b>	<b>102,906.88</b>	<b>5.61%</b>

both PPP loans hav been forgiven so is not a liability anymore.

**Special Funds / First Parish Brewster**  
**Profit & Loss Prev Year Comparison**  
 July through September 2021

	Jul 1 - Oct 13, 21	Jul 1 - Oct 13, 20	\$ Change	% Change
<b>Income</b>				
1 WelcCong/CochraneFund	4,548.00	3,142.00	1,406.00	44.75%
2 Heed-Income	100.00	0.00	100.00	100.0%
3 MemorialMarker-Income	1,425.00	2,415.00	-990.00	-40.99%
4 Interest-Checking 6071	0.92	2.23	-1.31	-58.74%
5 <b>Total Income</b>	<b>6,073.92</b>	<b>5,559.23</b>	<b>514.69</b>	<b>9.26%</b>
<b>Expense</b>				
7 Heed-E	350.00	450.00	-100.00	-22.22%
8 Minister'sDiscretionary-E	50.20	744.00	-693.80	-93.25%
9 MemorialMarker-E	1,083.00	3,665.40	-2,582.40	-70.45%
10 <b>Total Expense</b>	<b>1,483.20</b>	<b>4,859.40</b>	<b>-3,376.20</b>	<b>-69.48%</b>
11 <b>Net Income</b>	<b>4,590.72</b>	<b>699.83</b>	<b>3,890.89</b>	<b>555.98%</b>

**Special Funds / First Parish Brewster  
 Balance Sheet Prev Year Comparison  
 As of September 30, 2021**

		<b>Sep 30, 21</b>	<b>Sep 30, 20</b>	<b>\$ Change</b>	<b>% Change</b>
<b>ASSETS</b>					
<b>Current Assets</b>					
<b>Checking/Savings</b>					
1	Cape Cod Five-CK - 6071	19,574.61	16,423.60	3,151.01	19.19%
2	<b>Total Checking/Savings</b>	19,574.61	16,423.60	3,151.01	19.19%
3	<b>Other Current Assets</b>				
4	<b>Music Fund</b>	-84.05	-384.05	300.00	78.12%
5	<b>Memorial Garden</b>	-3,195.15	-4,145.55	950.40	22.93%
6	<b>Minister's Discretionary</b>	-969.35	-1,988.15	1,018.80	51.24%
7	<b>Heed</b>	-4,799.66	-4,418.82	-380.84	-8.62%
8	<b>Welc.Cong./Cochrane Fund</b>	-5,565.20	-4,423.20	-1,142.00	-25.82%
9	<b>Total Other Current Assets</b>	-14,613.41	-15,359.77	746.36	4.86%
10	<b>Total Current Assets</b>	4,961.20	1,063.83	3,897.37	366.35%
11	<b>TOTAL ASSETS</b>	<b>4,961.20</b>	<b>1,063.83</b>	<b>3,897.37</b>	<b>366.35%</b>
<b>12 LIABILITIES &amp; EQUITY</b>					
13	<b>Equity</b>				
14	<b>Retained Earnings</b>	370.48	364.00	6.48	1.78%
15	<b>Net Income</b>	4,590.72	699.83	3,890.89	555.98%
16	<b>Total Equity</b>	4,961.20	1,063.83	3,897.37	366.35%
17	<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,961.20</b>	<b>1,063.83</b>	<b>3,897.37</b>	<b>366.35%</b>