

## July 2024 Board of Trustees Meeting Packet

FPBUU Zoom #1 Meeting Link:

<https://us02web.zoom.us/j/649089576?pwd=MFprL0lMWGZWenN2RUc1eDhDcGFNdz09>

Meeting ID: 649 089 576 Passcode: fpbuu

One tap mobile +13017158592,,649089576#

### ***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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June Minutes

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Updated Job Descriptions

Stewardship Report

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May Financial Summary Report

First Parish Brewster UU  
BOARD OF TRUSTEES  
AGENDA  
July 16, 2024

<https://us02web.zoom.us/j/89722686555>

Meeting ID: 897 2268 6555 Passcode: love

1. Call to Order - Gail 13 mins.
  - Opening Quote
  - Check-In - Best tip for enjoying summer on Cape Cod as a UU.
2. Meeting Covenant - Committing to How We Work Together - Gail 2 mins.
3. Visitor Comments/ Questions ( If none, Board to discuss Hotchkiss article, consensus?) 15 mins.
4. President's Report - Announcements and Updates - Gail 25 mins.
  1. Welcome new and returning Board members.
  2. Board Member input for the year \* - clarifications?  
Any input on By-Laws?
  3. Board Calendar in development - additions?
  4. Brainstorm DRAFT of a '24-'25 Board Covenant
- 4A. Past President's Updates - Jim 25 mins.
  1. Article 2 Results
  2. Reports from task forces and ongoing projects .....and proposed actions
  3. Fund raising for Ministerial Housing update
5. Treasurer's Report 10 mins.
  - '23/'24 E-O-Y balances.
  - '24/'25 Pledge update.
6. Consent Agenda 5 mins.
7. Board Committees and All Church Committees - Gail 20 mins.
  - Clarify categories/ purposes of each
  - Prepare DRAFTS of Board Committee charges for August mtgs.
  - Role of Board liaisons to Committees
8. Next Meeting, Retreat Plans, Closing 10 mins.

**\*Board Member interests/concerns for '24/'25 :** 1. Adoption of new UU Article 2 values, 2. A balanced budget without over- reliance on Sustainability Fund and supplemental stewardship, 3. Choose an option for Ministerial Housing and launch ( X 4 ), 4. Firm up Rev Kaaren's plan for Social Justice work, 5. Effective collaboration/ communication with Search Committee, 6. Develop Strategic Plan, 7. End meetings on time and ensure everyone feels heard, 8. Finalize procedures for hiring/releasing staff, 9. Establish a Board procedure for email voting, addressing concerns and BOARD President responsibilities, 10. Prepare a FPB Code of Conduct and a procedure for resolving differences between anyone living/working on FPBUU premises, 11. Update charge to Board Committees, assign Board liaisons and post on FPBUU website, 12. Support the work of the Personnel Committee w/ Rev Kaaren's input.

## **FPBUU Board of Trustees Meeting Minutes**

June 18, 2024, 6:30 P.M., Hybrid Meeting

**Present:** Jim Lieb (Board President), Gail Webb (President-Elect), Karen Witting (Treasurer), Carol Yerby (Past President), John Kielb (Acting Clerk), Leslie Rennie-Hill, Diane Willcox.

**Staff Present:** Rev. Kaaren Anderson.

**Visitors:** Future Board of Trustee members Ed Klein, Rob MacIver, Niki Popow, and Janet Treanor.

### **1. Welcome to the Board, Staff, and Visitors.**

The meeting was called to order at 6:32 PM.

### **2. Chalice Lighting & Opening Words.**

Rev. Kaaren provided a reading for the chalice lighting.

### **3. Focused Check-in.**

The Board and visitors checked in with what they were holding.

### **4. Read Board Covenant.**

Jim read the Board Covenant.

### **5. Actions by Written Consent since the May Board Meeting**

Jim sent the document, FINAL APPROVAL OF CONTRACT EXTENSION and USE & OCCUPANCY AGREEMENT with Interim Minister on 5/22/24 which was unanimously approved.

The Board of Trustees unanimously approved the hiring of Shelma Pierre as Communications and Office Administrator via an email sent by Jim on 5/23/24.

The following resolution was proposed to the Board by an e-mail sent by Jim on 6/7/24 and unanimously approved:

RESOLVED, that Jim Hild, Marietta Nilsen, Gail Webb, Carol Yerby, Carol Ann Yeaple, and Jim Lieb be designated as the Board of Trustees' slate of delegates to the UUA General Assembly in June 2024, subject to replacement of the last two designees with others (if any) approved by the Board of Trustees.

### **6. Endowment Approvals**

The Endowment Board is planning to meet next week, thus there are no items from Endowment for consideration by the Board of Trustees at this meeting.

## **7. Policy Committee**

The draft of the Special Funds policy for consideration by the Board of Trustees is included in the packet.

Karen introduced the need for the policy since there is not a process for how Special Funds operate. Since this is a new policy, if approved by the Board of Trustees, the policy will be sent out for congregational review. If there are any congregational comments, changes to the draft policy will be considered by the Policy Committee and brought back to the Board of Trustees for approval. In discussion, Karen explained the Special Funds are outside of the operating budget.

Diane moved and Gail seconded a motion to approve the draft Special Funds policy. The motion passed unanimously.

## **8. Capital Campaign Committee**

Jim noted that Susan Smith is the only current member of the committee and is hoping to add a couple of people. Karen Witting would like to be a member. Susan Smith is also on the Stewardship Committee. It was noted that there is not a policy of how money from the Capital Campaign Fund may be spent. In the past some expenditures have been approved by the Board of Trustees while others have not been approved by the Board.

Jim read from the Facilities Task Force Report dated 12/19/19, and the Capital Campaign Vision insert in the order of service on 12/5/21. Jim agreed to send those documents to members of the Board of Trustees. Some items from those documents follow.

Upgrades of fellowship hall and parish hall and the kitchen are under consideration for the Capital Campaign. The possibility of a new building behind the solar field has been brought up in the past and will continue to be considered as improvements to the campus are discussed. Dan Hotchkiss was brought in to consult on the Capital Campaign in 2021. A vision for the Capital Campaign was assembled from congregational input in December 2021. The vision listed seven areas as a focus for the Capital Campaign:

1. Certified Kitchen on the main floor.
2. Improving accessibility with an elevator.
3. Providing a central main entrance to improve access and traffic flow.
4. Ensure sufficient parking.
5. Offering functional, attractive classrooms for children and youth ministries.
6. Providing multimedia technologies to improve access.
7. Preserving and enhancing our historic buildings, including Dawes Hall.

Sufficient parking is critical to the future of FPB. There is no formal agreement between FPB and the Brewster Inn and Chowder House who lets us use their parking lot.

It was noted that a long-term member of the congregation has indicated they will not contribute to a Capital Campaign until the existing loan for the major work previously performed on the Meeting House is paid off. Annual payments on that loan are identified as "F. Loan Payments" in the operating budget. In response the interest rate of the loan is low, and it does not make fiscal sense to pay off a low interest loan when funds can make a greater interest rate in the bank. Going forward with communication, this information should be shared with the congregation.

## **9. Treasurer's Presentation & Report**

Karen is projecting that additional money from the Sustainability Fund is required to balance this year's budget as noted at the Annual Meeting, but is now projecting that less money will be needed as the Thrift Store continues to exceed expectations.

Karen moved that Jim Lieb be added to the Finance Committee. Carol seconded the motion, which was approved by a vote of 6-0, with Jim abstaining.

## **10. Consent Agenda**

- a. Minister's Report**
- b. Lifespan Religious Education Director's Report**
- c. President's Report**
- d. Treasurer's Report**
- e. Minutes**

Diane moved and Gail seconded that we accept the consent agenda, which was unanimously approved.

In discussion it was agreed that the newly installed Board of Trustees will attend an August Retreat on August 9th and 10th. There will not be a "regular" Board Meeting on August 20th. Meeting times for the Retreat are TBD.

## **11. Transition Update**

Reverend Kaaren noted that about ninety people participated in a Mission Creation process. Kaaren is putting a team together of Carol Yerby, Elenita Muniz, Kaeza Fearn, and possibly her husband Scott to consolidate the information gathered from the Mission Creation process to draft a concise mission statement. After drafting, the mission statement must then be voted upon by the congregation for approval.

The Transition Team met with the Search Committee. The Search Committee was grateful to the Transition Team for their work and is looking forward to working with Kaaren as they proceed. The work of the Transition Team is done, though they are available to answer questions from the Search Committee.

Kaaren is collaborating with staff to delegate assignments to improve communication and the website. To ensure transparency, the congregation should be given information in seven different ways. Kaaren will be focusing more on Religious Education and Spiritual Development, especially adult programming, providing clarity on detailed responsibilities.

The completion of a Strategic Plan is on hold until the settled minister arrives, however Jim pointed out that planning work needed for creating a Strategic Plan will continue including a focus on long-term finances.

Membership is taking up a significant portion of Kaaren's time, as she continues to have UU 101, Starting Point, and UU201 sessions every month.

Kaaren meets with the Personnel committee, noting that there are policies in place but not procedures.

12. **Meeting Adjourned at 07:45 P.M.**  
**Minutes submitted by John Kielb, acting clerk.**

## Report from Administration and Finance Director – July 2024

### Financial Highlights & Pledges (see the Treasurer's report for more info)

- For FY23-24, we have received, as of 6/30/2024, 184 pledge units for a total of \$408,490.
- FY24-25, we have received, as of 7/11/2024, 172 pledge units for a total of \$487,304.
- Over several years starting during the pandemic, we have accumulated extra funds in our split plate account. This started during the pandemic when people were making contributions outside the regular time frame or not specified for a specific split plate organization. People came up with all sorts of creative ways to donate which was wonderful. At the same time, it was beyond challenging for us to process all these donations ensuring that they got to the intended organizations. The result is that we have accumulated \$1,718.75 that needs to be distributed. My proposal is to evenly split this money over this FY year, adding a portion to each split plate donation we collect July 2024-June 25. Another option would be to choose one organization to send the whole sum to.
- We have accumulated \$407 in the Special Funds bank account that is not assigned to any specific fund. I propose we move this to the Heed Account and direct all interest payments also to Heed. This will allow us to better reconcile the amount in the Special Funds bank account with the balance of all of the special funds.

### Property Management

- The Meetinghouse and Parish Hall are getting a need paint job. This project lies outside what we consider regular maintenance and is being overseen by the Building Maintenance Committee(BMC). Big thank you to the BMC Committee members who are incredibly dedicated to our amazing campus.
- I included in the Board packet updated job descriptions for Facilities Manager and Custodian. Based on feedback from the Building Maintenance Committee, the Hiring Team and I made some clarify edits to the two documents. Most obviously the job title. They felt that “property manager” has well-established expectations on the Cape that did not fit with our position; thus we changed it to Facilities Manager. I sent these updates to the Personnel Committee as well. The ad for the Facilities Manager was posted this week, and we hope to have applicants to interview at the beginning of August.

### Administry

- It is wonderful to have our Communication and Office Administrator position filled, and Shelma is a great addition to our office team. She oversees the Weekly Angle, Order of Service, Website and Facebook page so any questions or updates for these can be sent to [shelma@firstparishbrewster.org](mailto:shelma@firstparishbrewster.org). Our Communication & Office Volunteers Etc. aka COVE volunteers will continue to manage the weekly tasks of producing the Order of Service and Weekly Angle and general updates for services and split plate info on the website in coordination with Shelma. One of her biggest tasks this summer is a website rework to streamline and make it more welcoming to new people looking for a spiritual home. Big thanks for the team of people who have been working on these updates: Jeff Talmage, Paula Lieb, Debbi Klein, Kris Yerby and Rev Kaaren. Our plan is to have these changes completed by Ingathering Sunday.
- Physical Board notebooks are ready to be picked up at the office; I have left them on the front desk. The online Board Notebook page has been updated also. (<https://fpbuu.org/about-us/governance/board-of-trustees/board-notebook/>) I am still waiting on an updated job description for the DLRE ; I know this is in progress. Also the Childcare Provider job description needs another look as there is either missing words or extra words (Congregational Support) under Essential Job Functions. Please let me know if you have any questions about anything in the Board Notebook.
- I will be facilitating an *All Committees* meeting in mid-late September. This will be an opportunity to make sure church leadership and all our groups have the essential information as we start the church year together.

### Sustainability, Professional Development and Serving the Larger Community

- I will be on vacation July 12-28. If there are any urgent questions or concerns that cannot wait until I return on July 29, please reach out to the office at [cove@firstparishbrewster.org](mailto:cove@firstparishbrewster.org) or 508-896-5577 Monday-Thursday 9am-12pm.

Kind regards, Karena Stroh, Administration and Finance Director

## POSITION DESCRIPTION

**Title:** Facilities Manager

**Reports to:** Administration & Finance Director (AFD)

**Date:** 07/2024

**FLSA Status:** Hourly

**HOURS:** 12/week, year-round

### Position Purpose

The Facilities Manager is responsible for the oversight of regular maintenance of buildings and grounds of First Parish Brewster UU with a focus of ensuring a safe, clean, functioning and orderly environment for members, staff, visitors and renters of the facilities. This person proactively identifies potential facility issues. The position includes weekday, weekend, and evening hours determined by the church calendar, scheduled property maintenance and in case of an emergency. The Facilities Manager will use their own transportation and will be compensated for mileage. Facilities Manager supervises the Custodian.

### Core Competencies

**Trust and Integrity:** Is widely trusted to keep confidences, adhering to a transparent set of personal and professional values that are congruent with the ministry of FPBUU.

**Interpersonal Relationships:** Exudes a natural sense of care for the well-being for others. Builds and maintains effective and constructive relationships inside and outside of the congregation, communicates with clarity, sensitivity and an awareness of appropriate boundaries.

**Conflict Management:** Recognizes and resolves conflicts effectively and in a timely manner, applying principles of active listening and equity.

**Organization and Planning:** Organizes people, time & materials to accomplish multiple, concurrent goals and activities.

**Aesthetic Awareness:** Demonstrates a natural awareness about the effective organization of space for different purposes; possesses a natural orientation towards cleanliness and orderliness of space; appreciates the value of and need for sacred space and knows how to physically tend to it.

**Personal Resilience:** Can effectively cope with change and uncertainty; can shift gears comfortably; can decide and act without having the total picture; isn't upset when things are up in the air; can comfortably handle risk and uncertainty; is flexible.

**Technical Expertise:** Acquires and demonstrates the technical skills required to proficiently execute the essential functions of the job; understand which skills are lacking and seeks to develop those skills; continually works toward the mastery of technical proficiency.

### Essential Job Functions

**Volunteer Coordination and Communication:** Builds conscience and coordinates with Building Maintenance Committee (BMC) and Landscape Committee to achieve results through clearly defined roles and responsibilities including who is accountable, who needs to be consulted and informed.

**Facilities Management:** Schedules needed work with Custodian and/or contractors; and confirms necessary information is on the church calendar. Responsible for the oversight of groundskeeping and snow removal. Attends Building Maintenance and Landscape Committee meetings to promote communication and clarify roles and responsibilities between volunteers and staff. Collaborates with



Office Administrator to support building rentals and space usage requests with such tasks as showing space to potential renters and providing instructions or set-up for equipment needed. Works with local government and regulatory bodies as needed to ensure that the church is operating legally and in accordance with all applicable requirements.

**Congregational Support:** Coordinates and directs the Custodian to set up rooms for meetings and/or functions, including A/V equipment and clears rooms at the conclusion of events. Works with Custodian to perform organizing tasks as needed, such as moving office equipment or installing shelving, and related organizing activities as needed. Assists staff and volunteers as appropriate.

**Administrative Responsibilities:** Responsible for annual scheduling of regular building maintenance tasks. Regularly monitors the online FPB calendar for upcoming congregational needs and reserves space when needed. Reviews and responds to all Maintenance request forms. Monitors budgeted facilities expenses. Informs AFD as needed regarding any anticipated expenditures beyond the approved the budget.

**Staff Supervision:** Holds weekly regular supervisory/check-in meetings with Custodian to review and prioritize weekly tasks and responsibilities. Conducts annual evaluations for the Custodian position and submits recommendations to the Administration and Finance Director.

**Resource Management:** Submits orders for building supplies (paper towels, trash bags, toilet paper, etc.) that are purchased online to the Office Administrator; purchases other supplies at local outlets. All products used are to be environmentally safe/friendly. Manages inventories throughout campus.

**Safety Responsibilities:** Abides by all standard safety procedures for themselves and informs any staff/members/visitors as needed. Reports timely information regarding job-related injuries to the AFD to ensure information is immediately submitted to the insurance company. Assists with campus security including the locking/unlocking of doors, updating keycodes and maintaining outside lighting. Informs the AFD and BMC when a licensed professional is needed.

<b>Position Requirements</b>	
<p style="text-align: center;"><b>Skills &amp; Knowledge</b></p> <ul style="list-style-type: none"> <li>● Knowledge of basic maintenance/carpentry procedures, repairs, and equipment.</li> <li>● Proven organizational and time-management skills with the ability to prioritize.</li> <li>● Ability to use verbal and written communication effectively across all constituencies.</li> <li>● Understanding of Unitarian Universalist Principles, including demonstrated competency in anti-racism, anti-oppression, and multiculturalism.</li> <li>● Computer literacy required to send/read emails and access the online church calendar.</li> <li>● Proven supervisory skills for both paid and volunteer staff.</li> <li>● Extensive walking, standing, reaching, bending, and climbing. Ability to lift 50 lbs., and shovel snow.</li> </ul>	<p style="text-align: center;"><b>Minimum Education</b></p> <ul style="list-style-type: none"> <li>● High School Diploma or GED.</li> </ul> <p style="text-align: center;"><b>Minimum Experience</b></p> <ul style="list-style-type: none"> <li>● Three to five years of property/building maintenance experience, preferably in a religious or non-profit organization.</li> </ul>

## POSITION DESCRIPTION

**Title:** Custodian  
**Reports to:** Facilities Manager  
**Date:** 07/2024

**FLSA Status:** Hourly  
**HOURS:** 8/week, year-round

### Position Purpose

The Custodian is responsible for monitoring and maintaining the property of the church in order to provide a safe, clean, functioning and orderly environment for FPBUU members, staff, visitors and renters of the facilities. This position is time-flexible and includes Sunday morning plus other weekend, evening, and some “on-call” in case of an emergency work. The Custodian will use their own transportation and will be compensated for mileage.

### Core Competencies

**Trust and Integrity:** Is widely trusted to keep confidences, adhering to a transparent set of personal and professional values that are congruent with the ministry of FPBUU.

**Interpersonal Relationships:** Exudes a natural sense of care for the well-being for others. Builds and maintains effective and constructive relationships inside and outside of the congregation, communicates with clarity, sensitivity and an awareness of appropriate boundaries.

**Organization and Planning:** Organizes time & materials to accomplish multiple, concurrent goals and activities.

**Aesthetic Awareness:** Demonstrates a natural awareness about the effective organization of space for different purposes; possesses a natural orientation towards cleanliness and orderliness of space; appreciates the value of and need for sacred space and knows how to physically tend to it.

**Personal Resilience:** Can effectively cope with change and uncertainty; can shift gears comfortably; can decide and act without having the total picture; isn't upset when things are up in the air; can comfortably handle risk and uncertainty; is flexible.

**Technical Expertise:** Acquires and demonstrates the technical skills required to proficiently execute the essential functions of the job; understand which skills are lacking and seeks to develop those skills; continually works toward the mastery of technical proficiency.

### Essential Job Functions

**Property Maintenance:** Cleans and removes trash and recycling from all buildings as needed. Accurately assesses and promptly communicates to the Facilities Manager any needed repairs.

**Congregational Support:** Sets-up rooms for meetings and/or functions, including A/V equipment and clears rooms at the conclusion of events. Perform organizing tasks as needed, such as moving office equipment or installing shelving, and related organizing activities as needed. Assist staff and volunteers as directed by the Facilities Manager.

**Safety Responsibilities:** The Custodian will abide by all standard safety procedures for themselves and inform any staff/members/visitors as needed. Any on the job injury must be reported to the Facilities Manager and Administration and Finance Director immediately. Assistance with campus security includes the locking/unlocking of doors. An overall focus on maintaining a safe and welcoming campus for all.

**Resource Management:** Notify Facilities Manager when supplies such as paper towels, trash bags, toilet paper, etc. need to be purchased. Maintain supply stocks in custodial closets and/or other areas so defined. All products used are to be environmentally safe/friendly. Keep all supply closets and storage areas around campus neat and orderly.

**Position Requirements**

<p style="text-align: center;"><b>Skills &amp; Knowledge</b></p> <ul style="list-style-type: none"> <li>● Extensive walking, standing, reaching, bending, and climbing. Ability to lift 50 lbs., and shovel snow.</li> <li>● Knowledge of basic maintenance/carpentry procedures, repairs, and equipment.</li> <li>● Proven organizational and time-management skills with the ability to prioritize.</li> <li>● Ability to use verbal and written communication effectively across all constituencies.</li> <li>● Understanding of Unitarian Universalist Principles, including demonstrated competency in anti-racism, anti-oppression, and multiculturalism.</li> <li>● Computer literacy required to send/read emails and access the online church calendar.</li> </ul>	<p style="text-align: center;"><b>Minimum Education</b></p> <ul style="list-style-type: none"> <li>● High School Diploma or GED.</li> </ul> <p style="text-align: center;"><b>Minimum Experience</b></p> <ul style="list-style-type: none"> <li>● Three to five years of property/building maintenance experience, preferably in a religious or non-profit organization.</li> </ul>
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First Parish Brewster  
Stewardship  
FY 25 Pledges

By Category:

\$20,000+	3		
\$15,000 - \$19,999	2	New:	14
\$7,500 - \$14,999	9	Increased:	93
\$5,000 - \$7,499	18	Same:	44
\$2,500 - \$4,999	25	Decreased:	<u>20</u>
\$2,000-2,499	14		171
\$1,000-\$1,999	38		
\$500-\$999	34		
\$1-\$499	<u>28</u>		
Total Pledges:	171		

171 Pledges for a total of \$487,059

7/5/2024

# Treasurer's Report

The financials for the 501c3 application are coming together. There are some open questions being investigated and a few data points still to be collected, but the plan for translation of our financial organization to the federal viewpoint is well underway and the application should be ready to submit sometime in August.

## B) May Financial Report

The May Financial Summary Report is included, and we are on track to meet the projections as they were presented with the Budget. Once the June numbers are reconciled we will be building the fiscal year end reports and present those for the August board meeting.

# Financial Reports May 2024

## Reconciled

Submitted by Karena Stroh, Admin & Finance Director

## Table of Contents

P&L Budget vs. Actual Summary

**% of budget should typically be at 92%**

## Points of Interest

**Total Income** is at 92% of budget

Total Pledge Payments received 85% of budget

Offeritory is at 112% of budget

Thrift Store Income is at 105% of budget

**Total Expenses** are at 90% of budget

**Split Plate Donations** total \$20,953 to 43 different organizations July 2023- April 2024

## Capital Expense Fund

	Actual Expenditure	Board Approved	Remaining	Status
<b>Balance 7/1/2023</b>	<b>15,199.29</b>	<b>15,199.29</b>		
Steeple (Endowment YE2023)	-2,057.42	-2,057.42	0	Complete
Pew Change (Endowment YE2023)	-3,000.00	-3,000.00	0	Complete
BMC Special Projects (Endowment YE2023)	-4,245.00	-4,391.87	-146.87	Complete
Deposit for PH door repair	-457.5	-457.5	0	Complete
Sanctuary Carpet repair	-1,146.00	-1,146.00	0	Complete
<b>Balance 5/31/2024</b>	<b>4,293.37</b>	<b>4,146.50</b>	<b>-146.87</b>	

## Sustainability Fund

	Actual Expenditure	Board Approved
<b>Balance 7/1/2023</b>	<b>129,596.70</b>	<b>129,596.70</b>
Unexpected elevator repair	-4,995.00	-4,995.00
Additional Fridge in WH	-500.00	-500.00
Donation received	845.00	845.00
Funds to Balance the Budget		-58,000.00
<b>Balance 5/31/2024</b>	<b>124,946.70</b>	<b>66,946.70</b>

**First Parish Brewster UU**  
**P&L Actual vs Budget FY24 Summary Report**  
 July 2023 - May 2024

	Total			
	Actual	Budget	Remaining	% of Budget
<b>Revenue</b>				
Fundraising	42,317	37,500	-4,817	112.84%
Investment, Interest, Misc	11,416	7,550	-3,866	151.20%
Offertory	22,393	20,000	-2,393	111.97%
Pledges	373,191	438,013	64,822	85.20%
Rental	5,788	8,000	2,213	72.34%
Thrift Store Income	106,710	102,000	-4,710	104.62%
<b>Total Revenue</b>	<b>\$ 561,814</b>	<b>\$ 613,063</b>	<b>\$ 51,249</b>	<b>91.64%</b>
<b>Gross Profit</b>	<b>\$ 561,814</b>	<b>\$ 613,063</b>	<b>\$ 51,249</b>	<b>91.64%</b>
<b>Expenditures</b>				
Administrative	16,024	19,200	3,176	83.46%
BldgGrounds	89,689	88,827	-862	100.97%
Committees	2,640	4,260	1,620	61.97%
Lifespan Religious Education	4,596	6,150	1,554	74.73%
Mortgage Loan Payments	6,772	7,200	428	94.05%
Music	4,879	5,600	721	87.13%
Staff	473,575	524,273	50,698	90.33%
UUA/NER Dues	9,174	10,000	826	91.74%
Worship	3,194	5,500	2,306	58.07%
<b>Total Expenditures</b>	<b>\$ 610,544</b>	<b>\$ 671,010</b>	<b>\$ 60,466</b>	<b>90.99%</b>
<b>Net Operating Revenue</b>	<b>-\$ 48,730</b>	<b>-\$ 57,947</b>	<b>-\$ 9,217</b>	<b>84.09%</b>
<b>Net Revenue</b>	<b>-\$ 48,730</b>	<b>-\$ 57,947</b>	<b>-\$ 9,217</b>	<b>84.09%</b>

Tuesday, Jul 09, 2024 12:38:13 PM GMT-7 - Accrual Basis