

ANNUAL MEETING PROGRAM JUNE 9, 2024
First Parish Brewster Unitarian Universalist Society

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AGENDA FOR ANNUAL MEETING	
I. Call to order	Jim Lieb, President
II. Establishment of a quorum	John Kielb, Clerk
III. Welcome	Rev. Kaaren Anderson
IV. Introduction of Moderator	Jim Lieb, President
V. Approval of minutes from last year's annual meeting	George Cavanaugh, Moderator
VI. President's Report	Jim Lieb, President
VII. Endowment Board Report	Susan Flaws, Chair
VIII. Treasurer's Report	Karen Witting, Treasurer
IX. Approval of 2024-2025 Proposed Budget	George Cavanaugh, Moderator
X. Leadership Nominating Committee Report	Jim Hild, Chair
XI. Election of members for the Board of Trustees, Endowment Board, Leadership Development Committee	George Cavanaugh, Moderator
XII. Presentation of UUA General Assembly Delegates & Minister Search Committee members	Jim Lieb, President
XIII. Approval of UUA General Assembly Delegates	George Cavanaugh, Moderator
XIV. Approval of Minister Search Committee	George Cavanaugh, Moderator
XV. Special Acknowledgement of FPBUU Members	Jim Lieb, President
XVI. Welcome to Board President	Jim Lieb, President
XVII. New Business	Gail Webb, President Elect
XVIII. Adjournment	Gail Webb, President Elect
XIX. Post-meeting Presentation and Commencement of Polling for Vote on UUA Article II	Twinks Hastings, DLRE & Jim Lieb, President

PROPOSED MOTIONS

#1 Approve the minutes from last year's Annual Meeting

I make a motion to approve the minutes from last year's Annual Meeting as presented in the Annual Meeting Program and approved by the Board of Trustees.

#2 Motion to Approve Budget for FY24-25

I move that the budget proposed by the Board of Trustees for First Parish Brewster for the fiscal year beginning July 1, 2024 and ending June 30, 2025, as stated in the Annual Meeting Program, be adopted, with the right reserved to the Board of Trustees to make changes to such budget in response to changed financial circumstances, provided, however, that, in accordance with Article VII, Section 6 of the FPB Bylaws, no expenditure shall be made unless an adequate appropriation has been voted by the Board and funds therefore have been secured, and provided further, that no payments or commitments in excess of an amount equal to five percent of the budget shall be made by the Board without a prior appropriation therefore or approval thereof at a Special Meeting of the congregation.

#3 Motion to Approve Trustees, Officers, and Committee Members for FY24-25

In accordance with Article VII, Section 2; Article VIII, Section 1, Article IX, Section 2, and Article X, Sections 1 and 3 of the First Parish Brewster Bylaws, I move that the congregation approve the Leadership Nominating Committee's proposed nominations for the positions of Board trustees and officers, members of the Leadership Nominating Committee and members of the Endowment Board as stated in the Annual Meeting Program.

#4 Motion to Approve slate of delegates to the 2024 UUA General Assembly

I make a motion to accept the slate of delegates to the 2024 UUA General Assembly as presented by the Board of Trustees.

#5 Motion to Approve slate of members of the Minister Search Committee

I make a motion to accept the slate of members of the Minister Search Committee as presented by the Board of Trustees.

SLATE OF NOMINEES FOR ELECTION – June 2024

BOARD OF TRUSTEES

To Be Elected:

President-Elect: Leslie Rennie-Hill (2027)

Leslie Rennie-Hill spent childhood summers on the Cape and the ocean became her heart space. After retiring, Leslie and her husband Ken moved to Harwich from Portland, OR in 2021 trusting that their 4 kids and 6 grandkids be drawn here - and that has proved true! Leslie's career began in 1972 at the Vermont Women's Health Center as a counselor and then as a reporter/photographer in VT and ME. She then spent over 40 years in education in WA, ME, OR, and MA in a variety of roles in K-12 and higher education. She studied conflict resolution and worked as a mediator. The last 20 years of her career she facilitated community conversations in cities around the country working to create equitable pathways for disengaged youth on the margins. Now, as a volunteer, Leslie leads the Mentor Program for Advocates for Community College Education (ACCE), organizing the recruitment and support for mentors who are paired with Cape HS students awarded scholarships to Cape Cod Community College. Leslie joined the FPBUU Board in the fall of 2023, serving as an at-large member with a focus on the church's Social Justice efforts. Her minister in OR recommended FPBUU, especially because of its reputation for social justice leadership

and the opportunity to support these efforts truly matters to her. She and Ken are also grateful for the incredible welcoming culture of FPBUU and want to contribute to that going forward.

Clerk: Niki Popow (2025)

Niki moved to Brewster with her husband in September 2023 after many years visiting and vacationing on the Cape. Niki spent her time in Maryland as a civil rights lawyer for the government and as an early childhood special educator, in addition to raising two sons. Niki volunteered and took leadership roles in organizations including her neighborhood association, PTA, Action in Montgomery, and River Road UU Congregation.

Treasurer: Karen Witting (2026)

Karen moved to Cape Cod in 2015 and joined FPBUU in 2016. Karen has been Treasurer for the past two years where she has worked to provide comprehensive financial information to the congregation, improved financial processes and to find more effective ways of putting together the budget each Spring. She looks forward to another two years of continuing this work and working to clarify the role of Treasurer.

After graduating with a Masters in Math, Karen joined IBM as a software engineer. Through IBM she earned a Masters in Computer Science, and continued working as a software engineer until she moved on to working on Healthcare technology standards and then as project director for healthcare infrastructure development projects. Now Karen is retired, her primary hobby is training and competing in dog agility.

Member-at-Large: Rob MacIver (2026)

Rob MacIver spent his summers on the Cape as a child and young adult, and finally (!) moved to Brewster last year from Southern New Jersey, with his wife Janet Riggs and their standard poodle Roxie. Rob is retired from a career as a real estate and business lawyer, most recently with a shopping center company in Philadelphia. He enjoys reading, history, sailing and trains, both model and otherwise. He loves living full-time on the Cape and being close to his family in Massachusetts!

Member-at-Large: Ed Klein (2027)

Ed joined FPBUU in 2017, after relocating from Holliston Massachusetts to Cape Cod with his wife Debbi. Ed's a life-long resident of Massachusetts, he completed degrees at the University of Massachusetts, and Boston University. Ed was "unchurched" until 1996 when he, Debbi, and their two children joined the UU Area Church (UUAC) of Sherborn, MA. At UUAC, Ed served as co-chair of the Religious Education Committee, as a member of the Ministerial Relations Committee, and on the Ministerial Search Committee. At First Parish Brewster UU, Ed served as a member of the Membership Committee, and the 8th Principal Task Force. Ed works for Intel Corporation as an Engineering Program Manager, and as an Adjunct Lecturer for Vanderbilt University. Ed also volunteers with the Dennis Democratic Town Committee, is a member of the Cape Cod Triathlon Team Steering Committee, and a board member of the Cape Cod Technology Council.

Member-at-Large: Kevin Lowey (2025)

Kevin Lowey has been a member of FPB since 1991. He and his wife, Jane, joined soon after moving to Brewster from Newton. Kevin has served in various roles within the church over the years and looks forward to helping as a member of the Board of Trustees this coming year. He still maintains a full time practice as a chiropractor in Orleans.

Member-at-Large: Janet Treanor (2027)

Janet Treanor has been an active member of First Parish Brewster UU for about 17 years and has served on several committees over the years including the Caring Committee, Coordinator for the distribution of

food to the St. Joseph Shelter in Hyannis, and serving food at Faith Family Kitchen. Presently she volunteers at the Thrift Store, Co-chairs the Building A Bigger Table, and serves as a member of the Leadership Nominating Committee. She worked as a Registered Nurse in the past and retired as a Social Worker in private practice in 2021. Janet lives in Yarmouthport with her husband William. Their loving blended family includes 8 adult children and 9 grandchildren.

Returning:

Past President: Jim Lieb (2025), President: Gail Webb (2026)

ENDOWMENT BOARD

To Be Elected:

Susan Flaws (2027)

Susan joined First Parish Brewster UU in 1981. She served on the FPBUU staff for twenty-two years as Bookkeeper and Financial Administrator. Since her retirement in 2007, Susan has served on various committees over the years including, Capital Campaign, Finance, Financial Futures, Helping Hands, Fundraising, Stewardship and on the Endowment Board. She currently is a volunteer, weekdays in the church office.

Returning: Linda Bailey-Davies (2025), Barry Powers (2025), Howard Hayes (2026), Topper Roth (2026)
Officers are elected annually from the current Board members.

LEADERSHIP NOMINATING COMMITTEE

To Be Elected:

Suzanne Sullivan (2027)

Suzanne Sullivan joined First Parish Brewster in 1995 after returning to Massachusetts from Berkeley, California. She has served on the Board of Trustees, Committee on Ministry, Leadership Development, Women's Circle Alliance, Caring Committee, Right Relations, and the Ministerial Search Committee. Suzanne is married and with her husband Steve, have eight adult children. She is a longtime mental health advocate and former Chair of the Cape Cod Mental Health Advisory Committee and NAMI Cape Cod.

Carol Yerby (2027)

Carol and her husband Kris retired to the Cape in June of 2019 from Concord, MA, where they had been active members of First Parish in Concord for 20 years. After working in high tech for 25 years as a course developer, information designer and software trainer, she spent the next 15 years working with children, as a preschool teacher, Director of Religious Education, and language tutor. While raising her two daughters in Concord, Carol taught Sunday School, was a Coming of Age mentor, and co-led the annual holiday crafts workshop. Since moving to the Cape, she has been a member of First Parish Brewster for five years and has served as the clerk and then president of the Board of Trustees, administered the St. Joseph Shelter monthly meal program, and participated in the 8th Principle Task Force, UU the Vote, Building a Bigger Table, Faith Family Kitchen, and several Covenant Groups.

Returning:

James (Jim) R. Hild (2025), Debbi Klein (2025), Paula Lieb (2026), Frank Re (2026)
Members choose their own Chair at their first meeting.

PRIOR YEAR ANNUAL MEETING MINUTES

First Parish Brewster Unitarian Universalist Annual Meeting Minutes, June 11th, 2023

Call to order, welcome, and logistics -- Board President Carol Yerby

1 Board President Carol Yerby called the Meeting to order and explained logistics of the meeting which, according to the By Laws, requires 20% of voting members (62 members minimum) for a quorum. Board Clerk, Rand Burkert, established that there were 69 voting members present in the Meetinghouse and 7 participating online, for a total of 76, meeting the quorum requirements.

Introduction of the Moderator Dan Silverman -- Board President Carol Yerby

Carol Yerby introduced our moderator, Dan Silverman, a Wellfleet resident since 1962. He is a wood-worker and founder of several non profit initiatives benefiting our community, and has served as Moderator for the Town of Wellfleet.

Voting Item 1: Approval of minutes from last year's annual meeting

Tom O'Brien made a motion to approve the minutes from last year's Annual Meeting as presented in the Annual Meeting Program and approved by the Board of Trustees. Jim Lieb seconded; the motion was approved unanimously, with only one abstention (online).

President's Report -- Carol Yerby

(Carol Yerby's end-of-year summary is included here in full.)

"I would like to name some of the significant events that have marked this year in the life of our congregation. First and foremost, on February 23rd, our beloved minister, Rev. Jessica Clay, gave birth to her adorable daughter Elanor Ann Clay. Our wonderful Finance and Administration Director, Karena Stroh, enjoyed a much-deserved, four-month sabbatical. The UU the Vote team sent out 8,500 postcards and letters encouraging people to vote for their rights. The first vehicle donation was made to Meetinghouse Motors. Kaeza Fearn joined our staff as the Interim Music Director. Under her skilled leadership, our choir has doubled in size, sounds better than ever, and has brought much joy to our congregation. We held our most successful stewardship campaign this year, and we hope to bring all of our staff salaries up to UUA minimum range. If we approve the budget today, we can change Kaeza's title from Interim Music Director to Music Director, promote the multitalented Twinks Hastings to Credentialed Religious Educator, and extend her contract from 11 to 12 months per year. The Meetinghouse Lecture Series was launched this year. This wonderful program of community outreach and engagement will continue next year. Membership welcomed 16 new members to our congregation, and brought back the popular Dine Around program. The Thrift Store, managed by Celine Crook, is expected to bring in a whopping \$105,000 this year! In April, Rev. Jessica announced that she is moving on to the next chapter in her life. We send her off with our gratitude and best wishes for continued success in her ministry. For the past six years, Rev. Jessica has inspired us to develop a daily spiritual practice, to own our voices, and to speak our truth in love. We love you and we will miss you, Rev. Jessica! We hired an Interim Minister to lead us through the transition to our next settled minister. Rev. Kaaren Anderson is joining us in August. The Board of Trustees would like to thank the hardworking staff and the members of the congregation who have worked tirelessly to support the mission and vision of First Parish Brewster."

Endowment Board -- EB Chair Bob Flanagan

The financial year 2022-2023 was very good for the congregation. Based on the strong market back on December 31, 2021 (\$1, 450,000 - hard to remember that) and the payoff of the church loan, the amount available for distribution was more than \$72,000. Even with our portfolio in socially responsible

investments at Cape Cod 5, the market value dropped to a little less than \$1.2 million dollars as of last year's December 31. According to our By-Laws, we calculate 5% of the Fund value on December 31 as the amount that we have to distribute for the next financial year. Therefore, the amount available for distribution for the 23-24 year is \$59,000.

Looking forward to next year, while we have about \$59,000 to work with, a very significant amount of this has already been allocated. We will be finalizing the payment for the steeple repair project and we have made a \$10,000 gift to the UUA. Concerning this gift, members of the Endowment Board decided that this was allowed as "developing the wider mission of the UUA" but we emphasized that this was a one-off payment, based on this year's budgetary needs. Going forward, while funds may not be used for Operating expenses, the Endowment Board will consider funding Purposes such as, but not limited to, the following: Program Enrichment, Enhancement of Building and Grounds, Community Outreach, Developing the wider mission of the UUA.

Treasurer's Report -- Karen Witting

Current year's budget

Karen shared a chart to show that this year's budget, approved a year ago, built in a deficit of \$72,000. We are enabled to do this by using up unspent pandemic relief monies from the previous year. The projections for this year's closure show that we will do several thousand better than our budget. This is due to so many people having contributed through pledges and hard work, reflecting much energy and enthusiasm in our congregation.

Two new funds for flexibility

The Endowment Fund which provides a limited amount of money each fiscal year to support special programs; any money coming out of Endowment for the fiscal year must be used by the end of that fiscal year. In the same way, in our Operating budget, our income and expenses are restricted by the fiscal year. To allow us to be more flexible in the way we save and spend money we are starting to use, more flexibly, two funds that already existed. The first of these is the Capital Expense Fund, to be used exclusively for building projects. Going forward, money from the Capital Expense Fund can be used to pay for a project whenever it is completed; we can also fund unexpected or urgent projects. This fund will be fed primarily from operating and Endowment funds.

A second fund (previously called the "Emergency Fund") was renamed this year the Sustainability Fund. This fund pulls money from different sources to be used for special or unpredictable situations. Currently this fund has a strong balance because of the money we have been receiving from the federal government as part of pandemic relief. Going forward, money will accrue to this fund from special projects like Meetinghouse Motors, grants, and other one-off income generators that cannot reasonably be assumed in the annual operating budget. Members are encouraged to contribute to these flexible funds that can be used either for building projects, or to help the congregation when we have unexpected financial needs.

Proposed 2023-2024 Budget

Our current proposed budget was made possible by two significant developments. The first is that we received additional pandemic relief money in the form of the employee retention tax credit (ERTC). We applied for and received money through this program totaling over \$89,000. (Pandemic relief money is likely ending with this program, however.) This money was put into the Sustainability Fund and represents a significant portion of the balance of that fund. Secondly, the Stewardship Campaign was exceptionally successful. These two things allowed us to put together a budget that meets this year's goals.

Pledges

The 2023-2024 budget contains a pledge amount of over \$441,000. The original goal for the pledge campaign was \$432,000, so it is exciting to be able to set a pledge number greater than that and this reflects congregational enthusiasm. Even so, as of the end of May the total of pledges received is only \$416,000, so we will need to increase pledges by more than \$24,000 between now and a year from now. We expect that money to come from new members, and potentially from increased pledging from those who have already pledged. Our new Interim Minister is a strong supporter of stewardship. The combination of excellent results from the pledge campaign plus hope for our future supports us setting this ambitious pledge number.

Meeting goals for staff salaries; Challenges going forward

With this budget we are significantly increasing the salary of our staff, all three of our Directors are receiving raises of 30% and higher and other staff are also receiving raises. In the past year the UUA has reviewed and revised its salary recommendations, which has changed salary ranges very significantly. With this budget, all of our staff are at or above the minimum of the new salary ranges. In total, staff salaries increased by \$66,854.

However, we again have a deficit budget of almost \$58,000. We are using money from the Sustainability Fund to cover that deficit, mostly from ERTC. This budget has been a collaborative effort among many groups, specifically the Finance Committee, the Board of Trustees, the Stewardship Committee, and the Personnel Committee. We all should be grateful for the amazing volunteers that populate these committees and keep this congregation moving forward. We have been lucky to receive significant funds from the federal government in pandemic relief to get us through these challenging times. We are looking forward to continuing to grow the enthusiastic support that we felt in this pledge drive, in order that soon we can have a balanced budget once again and not be reliant on federal funds. Everyone will need to contribute in one way or another to the continued success of the congregation.

Voting Item 2: Approval of 2023/2024 Budget – Moderator Dan Silverman

In discussion, Topper Roth asked Karen Witting about the rise in insurance costs for staff. Karen said it is a change in coverage and in contract negotiations. John Kielb made a motion “that the budget proposed by the Board of Trustees for First Parish Brewster for the fiscal year beginning July 1, 2023 and ending June 30, 2024, as stated in the Annual Meeting Program, be adopted, with the right reserved to the Board of Trustees to make changes to such budget in response to changed financial circumstances, provided, however, that, in accordance with Article VII, Section 6 of the FPB Bylaws, no expenditure shall be made unless an adequate appropriation has been voted by the Board and funds therefore have been secured, and provided further, that no payments or commitments in excess of an amount equal to five percent of the budget shall be made by the Board without a prior appropriation therefore or approval thereof at a Special Meeting of the congregation.” Daniel Beltrand seconded; the congregation approved the motion with only one No and one abstention (online).

Voting Item 3: Leadership Nominating Committee – New officers

LNC member Maureen Osborne read the slate of new nominations for office. Liz Cable made a motion as follows: “In accordance with Article VII, Section 2; Article VIII, Section 1, Article IX, Section 2, and Article X, Sections 1 and 3 of the First Parish Brewster Bylaws, I move that the congregation approve the Leadership Nominating Committee’s proposed nominations for the positions of Board of Trustees members and officers, members of the Leadership Nominating Committee, and members of the Endowment Board as listed in the Annual Meeting Program.” Tom O’Brien seconded; the motion was approved unanimously.

Voting Item 5 -- Delegates to the UUA General Assembly 2023

Jim Lieb made a motion to accept the proposed slate of delegates to the 2023 UUA General Assembly as presented in the Annual Meeting Program. Chuck Ross seconded; the motion passed unanimously.

Special Acknowledgement of FPBUU Members -- Board President Carol Yerby

Carol Yerby led recognition of officers, staff, and members who have done outstanding work this church year. In recognition of their service, she presented gifts to Unsung Heroes Debbi Klein and Elenita Muniz, as well as retiring Board members Tom O'Brien, Susan Smith, and Rand Burkert.

Welcome new Board President -- Board President Carol Yerby

Carol Yerby introduced incoming Board President, Jim Lieb, who asked for any proposals of new business. Elenita Muniz stood to affirm that due to an agreement from last year's Annual Meeting, the Board is committed to provide a year-long analysis of projected costs for Building Maintenance. Jim Lieb responded that this analysis is on the agenda as a Board priority to be addressed with the incoming Interim Minister.

Adjournment

New Board President, Jim Lieb, adjourned the meeting at 12:26 PM

Minutes respectfully submitted by the Clerk, Rand Burkert, on July 2nd, 2023

BUDGET HIGHLIGHTS: July 1, 2024 through June 30, 2025

We present to the congregation a balanced budget for Fiscal Year 2024-25, which the Board of Trustees passed in May. A primary goal of this budget was to cover our expenses by using significantly less money from the Sustainability fund. We are thrilled to report that the request to the congregation for the additional \$30,000 needed to meet this goal has resulted in an overwhelming response and our budget is on very solid footing as a result.

The Board of Trustees started early, collecting goals and building a provisional budget. This iterative approach, and the support of the congregation to deliver the needed \$30,000, resulted in the smoothest, least challenging budget development experience I have ever been a part of. It felt like the work of building a budget was the work of the entire congregation, not just a small group of people. So many people contributed in small and large ways, and I, as the collector of numbers, had little to do but keep track of all the wonderful ideas and contributions coming from many different places. This is your budget, and it is my honor to present it to you.

Income

- Line 4: The \$485,000 of pledges is because the congregation came through in response to the call for additional pledges.
- Line 12: The Thrift Store income assumes that we continue expanded hours for July-October 2024 and April-June 2025. The salary and benefit lines also assume the additional costs of those expanded hours. If, in October, it is decided not to continue the expanded hours it will be because the additional costs do not justify the additional income we observed during our trial period.
- Line 17: A new income program UU Vacation Rentals is included here. Its first year may not yield as much benefit as we had hoped, but future years may be better.

Expense

- Lines 30-32 Salaries: All employees with at least six months of service have received a 1.5% raise.

Staff Title	Avg Hours/Week	Notes
Minister	40	
Administration and Finance Director	28	
Lifespan Religious Education Director	40	
Music Director	25	
Thrift Store Manager	30	
Communications & Office Administrator	12	Previously Office Assistant
Property Manager	12	New staff position
Bookkeeper	10	
Custodian	8	Previously Sexton
AV Tech Support	8	
Accompanist	8	
Thrift Store Assistant	2.8	New position, only April-Oct
Childcare Provider 1	1.8	
Childcare Provider 2	1.52	

- Line 32: Included in this line is a reorganization of responsibilities and a new staff position created to ensure the Administration and Finance Director’s scope of work is consistent with the hours she works.
 - The Office Assistant position has been better defined in scope, includes additional hours and renamed Communications and Office Administrator. This position will consolidate the many ways we communicate to ensure consistency and efficiency.
 - The current Sexton position has become the Custodian position, and a new position created for a Property Manager. The Property Manager is responsible for the coordination of regular maintenance of the property to provide a safe, clean, functioning and orderly environment. One goal of this change is to move from reactive engagement with our property to a more proactive management of the property.
- Line 35 Health Insurance: Our Health Insurance costs continue to increase significantly.
- Line 54 Properties-Special Projects: For years we have been unable to support any Building projects from the operating budget. But this year we have included about half of the 5% of budget that our policy dictates. We are lucky to have Endowment to support further needs of our buildings. This is an area that we will continue to work on.
- Line 73 UUA Dues: This budget contains 60% of the total we plan to send to the UUA. The other portion is expected to come from Endowment. In total we will contribute \$20,000 to the UUA.
- Line 109: To balance this budget, we are using \$30,000 from the Sustainability Fund, about half the amount used to balance the prior year’s budget.

With this budget, we continue to capture the values and aspirations of our congregation.

No.		Final FY23 Actual (2022-2023)	Approved FY24 Budget (2023-2024)	Projected FY24 FYE 6/30/24 as of 5/24/24	Draft FY25 Budget (2024-2025)	NOTES
2	<u>INCOME</u>					
3	<u>A. Pledges</u>					
4	Pledges		441,250		485,000	
5	Less: Lost Pledges (3%)		13,238		14,550	
6	Total Current Year Pledges	330,239	428,013	400,000	470,450	We know of \$20,000 that was pledged but will not be paid due to change in financial situation.
7	Pledges Prior Years	9,595	10,000	10,000	10,000	
8	Total Pledges	339,833	438,013	410,000	480,450	
9	TOTAL PLEDGES/TOTAL INCOME	66.95%	71.45%	67%	69%	
10	<u>B. Offertory</u>	18,113	20,000	25,000	25,000	
11	<u>C. Fund Raising</u>					Assumes additional Thrift store hours April-Oct
12	Thrift Store/Annex Income	112,895	102,000	117,500	135,000	
13	Spring Auction	11,822	10,000	12,000	11,000	
14	Church Fundraisers - Other	8,567	11,000	15,000	14,000	
15	Food Certificate Sales	1,750	1,500	1,500	1,500	
16	Summer Program (other)	300	15,000	13,097	13,000	
17	UU Vacation Rentals				4,000	
18	Total Fund Raising	135,335	139,500	159,097	178,500	
19	<u>D. Building Use</u>					
20	Space Rentals	4,442	5,000	5,000	5,000	
21	Weddings/Memorials	1,500	3,000	750	3,000	
22	<u>E. Investment, Interest, Misc Inc.</u>	5,942	8,000	5,750	8,000	
23	Misc Contributions	766	300	216	300	
24	Welcoming Congregation Contrib		2,000	3,000	2,000	
25	Total Investment Income	6,706	5,000	7,000	5,000	
26	Interest Income	913	250	2,250	1,250	
27	Total Inv, Int, Misc Inc.	8,385	7,550	12,466	8,550	
28	TOTAL INCOME	507,608	613,063	612,313	700,500	
29	<u>EXPENSES</u>					
30	<u>A. Staff Salaries</u>					
31	Minister	99,145	101,000	101,000	102,515	
32	All Other Staff Salary	213,446	278,928	281,773	301,192	
33	Total Staff Salaries	312,591	379,928	382,773	403,707	Includes 1.5% salary increase
34	<u>B. Staff Benefits/Payroll Expenses</u>					
35	Employee Health Insurance	39,658	63,566	67,500	82,175	
36	Retirement	23,017	29,199	29,199	31,821	
37	FICA Taxes	16,117	21,338	20,000	23,041	
38	Minister's FICA	7,585	7,727	7,727	7,842	
39	Minister's Term Life	977	808	808	808	

No.		Final FY23 Actual (2022-2023)	Approved FY24 Budget (2023-2024)	Projected FY24 FYE 6/30/24 as of 5/24/24	Draft FY25 Budget (2024-2025)	NOTES
40	WorkCompInsurance	0	2,910	6,392	3,240	
41	Long Term Disability	3,232	3,911	3,911	4,062	
42	Staff Appreciation	900	900	900	900	
43	Moving Expenses	0	0	0	0	
44	Total Staff Benefits	91,486	130,359	136,436	153,889	
45	<u>C. Staff Professional Expenses</u>					
46	Minister's Prof Exp	9,914	4,100	4,100	4,100	
47	Admin&Fin Director Prof Exp	2,210	2,852	2,852	2,895	
48	LRE Director Prof Exp	2,785	4,074	4,074	4,194	
49	Music Director Prof Exp	652	2,960	2,960	3,004	
50	Total Staff Professional Expenses	15,562	13,986	13,986	14,193	
51	<u>D. Building & Grounds</u>					
52	Properties-Maintenance	11,859	13,800	13,800	13,800	
53	Properties-Supplies	2,292	4,200	4,200	4,200	
54	Properties-Special Projects		0	0	11,069	
55	Total Properties	14,152	18,000	18,000	29,069	
56	GroundsKeeping	11,627	12,000	12,000	12,000	
57	Liability/Property Insurance	17,716	20,887	21,086	21,992	
58	Housekeeping	15,460	16,640	16,640	16,640	
59	Electric	8,993	5,000	7,000	5,000	
60	Gas	6,621	5,000	5,500	5,000	
61	Phone/Internet	8,195	9,800	9,000	9,000	
62	Water	1,548	1,500	1,653	1,500	
63	Total Property Management	84,311	88,827	90,879	100,201	
64	<u>E. Office Expenses</u>					
65	Advertising	1,490	1,500	1,609	1,500	
66	Credit Card/Bank Fees	5,217	4,500	2,000	2,000	
67	Financial Audit	0	0	0	2,000	we will do an external financial review this year per bylaws
68	Office Expense/Supplies	3,443	4,000	4,000	4,000	
69	OfficeEquip/Maint	4,160	6,000	6,000	6,000	
70	Software Expense	3,491	3,200	3,200	3,300	
71	Total Office Expenses	17,802	19,200	16,809	18,800	
72	F. Loan Payments	7,387	7,200	7,400	7,400	
73	<u>G. Denominational Dues/UUA</u>	18,000	10,000	10,000	12,000	\$30,886 requested by UUA (request 8K from Endowment)
74	<u>H. Committees</u>					
75	Board of Trustees	414	400	400	600	
76	Caring Committee	95	200	0	0	
77	Landscape Committee	140	500	500	500	
78	Membership	446	750	750	750	

No.		Final FY23 Actual (2022-2023)	Approved FY24 Budget (2023-2024)	Projected FY24 FYE 6/30/24 as of 5/24/24	Draft FY25 Budget (2024-2025)	NOTES
79	Social Justice	1,000	1,000	1,000	1,000	
80	Stewardship	161.33	400	362	500	
81	UU Connections	298	1,010	1,010	1,010	
82	Total Committees	2,554	4,260	4,022	4,360	
83	<u>I. Lifespan Religious Education Ministries</u>					
84	Special Programming/Multigen	1,046	1,500	1,500	1,500	
85	Pre-K to Grade 8	1,155	1,000	1,000	1,000	
86	High School Youth Group	1,059	1,000	1,000	1,000	
87	O.W.L. (Our Whole Lives)/COA	844	600	600	600	
88	AdultFaithDevelopment	558	1,000	1,000	1,000	
89	Contract Childcare	30	250	250	250	
90	Child Care Supplies	152	300	300	300	
91	Office/Library	272	300	300	300	
92	Child Abuse Prevention Training	200	200	200	200	
93	Total Lifespan RE	5,317	6,150	6,150	6,150	
94	<u>J. Music</u>					
95	Guest Musicians	1,525	2,500	2,500	1,700	
96	Music Scores	1,400	1,500	1,500	1,500	
97	Music Support/Supplies	719	500	500	500	
98	PianoOrgan	1,175	1,100	1,100	2,200	
99	Total Music	4,819	5,600	5,600	5,900	
100	<u>K. Worship and Ministry</u>					
101	Hospitality	547	300	300	300	
102	Materials/Supplies	1,251	1,000	1,000	1,000	
103	Pastoral Care Coverage			0		
104	Pulpit Support	3630	3,600	2,100	2,600	
105	Substitute Sexton		600	0	0	No longer needed because we added a Property Manager
106	Total Worship and Ministry	5,428	5,500	3,400	3,900	
107	TOTAL EXPENSE	565,257	671,010	677,455	730,500	
108	NET ORDINARY INCOME/LOSS	-57,649	-57,947	-65,142	-30,000	
109	L. Transfer from Sustainability Fund		58,000	58,000	30,000	
110	NET INCOME/LOSS	-57,649	53	-7,142	0	