

# UUFP Board Meeting, December 13, 2023

In attendance: Connie Shemo, Ursula Jones, Annette Wells, Kimberley Bertrand, Megan Morrissey,  
 , Rev. Nicoline Guerrier, Jerry Bates (non-voting member) Mark Preston and Lisa Bulriss

Absent: Tana Hanley  
 Notetaker: Lisa Bulriss

Item	Discussion	If a task is involved, who is overseeing it and deadline?
Check-in		
Minutes	Motion to approve the minutes of November 21, 2023 Board minutes – 1 <sup>st</sup> by Mark and 2 <sup>nd</sup> by Connie, all approved.	
Business Arising	Letter to Allison - Connie suggested for Lisa to send the letter on behalf of the board to Allison. A discussion took place if this letter was actually needed at this point; it was decided the letter will still go out. Connie will send information to Lisa and Lisa will email a letter to Allison.	<b>Connie will send a letter to Lisa to email to Allison on behalf of the board.</b>
Treasurer's Report	<p>Ursula reviewed the report with the board; the current budget as of November 30<sup>th</sup> reflects a loss of \$26,000 which will be covered from the savings. The 2023 projected loss is \$30,000 which appears it will be right on target.</p> <p>Currently about 10-12 people have not sent in their pledge; we discussed sending another letter out. Ursula stated when she was working on the 2024 budget, I tried to keep expenses steady as we are working with a deficit. Some items not included in the 2024 budget handicap parking and air purifier. The budget does include \$600 to repair the handicap ramp.</p> <p>The finance committee continues to look for ways to maximize the investments. Jerry recently found a CD that yields 5.5%. When the first CD matures, we will review our cash flow and decide at that time what can be invested into a CD.</p> <p>Rev. Nicoline thanked Ursula and the Finance Committee for their hard work with the Annual Giving Campaign. The campaign was a huge success which is amazing with the unpredictable world.</p> <p>Motion to accept the Treasurer's Report – 1st by Connie and 2nd by Annette all approved except Ursula abstained.</p>	<b>Ursula encouraged board members to pledge if they haven't already.</b>
Minister's Report	Rev. Nicoline stated her report asked for feedback on the OWL Program. Rev. Nicoline stated the OWL Program currently has one volunteer who is not available for all the months of the OWL Program. We interviewed a few candidates and had high hopes but one by one, they could not make the commitment. One candidate still corresponds. Rev. Nicoline asked the board what	<b>OWL Training deadline January 1, 2024.</b>

	<p>they thought if she became part of the OWL team to provide support as a second facilitator. Rev. Nicoline stated she could do the February training and offer some support to the program. This proposal would not take away from her existing responsibilities but be paid at the OWL Facilitator rate.</p> <p>Rev. Nicoline asked for a round. After discussion, it was decided it would be a win/win for the fellowship to have Rev. Nicoline do the February Training and be a support for the OWL Program.</p> <p>Training Commitment deadline is January 1, 2024.</p> <p>Motion to accept the Minister's Report – 1<sup>st</sup> by Meg and 2<sup>nd</sup> by Kimberley, all approved except Mark abstained.</p>	
Safety Committee Meeting Update	<p>Connie stated the Safety Committee recently met. The recommendation of masking is optional and vaccination is strongly encouraged. With the hybrid dual platform people have options if they don't feel comfortable coming into the fellowship. The committee is also recommending a ventilation system. Hap did some research and made a recommendation for a system that costs approximately \$1,700 with a low decibel of 35 to 50. Ursula asked the board what they would like to do with the ventilation system recommendation. At this time the 2024 proposed budget does not include this item. After a discussion, it was decided to bring this to the congregation and ask them if they would like one and if so how to pay for it. This will be included on the agenda for the January annual meeting.</p>	<p><b>Include the Ventilation recommendation on the agenda for the January congregational meeting.</b></p>
Annual Giving Campaign and Budget Update	<p>Ursula distributed the 2024 proposed budget. She reviewed the line items that have changed from the last proposed budget. The main change is the OWL Program expenses, which most of them will be offset from the OWL Reserve. Buildings and Grounds include the cost to repair the handicap ramp. Ursula stated again this budget does not include for future planning. A round was held.</p> <p>Motion to add the handicap parking to the 2024 Proposed budget by Connie, 2<sup>nd</sup> by Mark, all approved.</p>	<p><b>Revise budget to include the cost of handicap parking at a cost of approximately \$2,600.</b></p>
Minister's Housing Allowance	<p>Annette stated the minister's housing amount is reviewed each year. The board approved the 2024 housing amount of \$14,000 for Rev. Nicoline which is the same amount as last year. Motion to accept – 1<sup>st</sup> by Connie and 2<sup>nd</sup> by Kimberley, all approved.</p>	
Set Date for Congregational Meeting	<p>January 21, 2024 is the date for the Congregational Meeting. Rev. Nicoline will try to change the scheduled guest speaker for that Sunday Service.</p> <p>Kimberley will add the meeting to the google calendar.</p>	<p><b>Rev. Nicoline will try to change the Guest Speaker for the January 21<sup>st</sup> Sunday service.</b></p>

		Kimberley to add the meeting to the google calendar
Sub Group to plan Congregational Meeting	Annette expressed the importance of planning and a committee for the planning of the Congregational Meeting. Annette, Kimberley and Ursula volunteered for the Planning Committee. They will meet January 8 <sup>th</sup> , 2024 by Zoom. Ursula will set up the zoom meeting. Mark and Connie offered to help the day of the meeting. Lisa will send information to Jo El and Clarice to include in the E-news.	<p><b>Planning Committee meeting January 8, 2024 at 6:30 by Zoom. Ursula will set up a zoom.</b></p> <p><b>Lisa to send information to Jo El and Clarice to include in E-news.</b></p>
Next Meeting	<p>Next Board Meeting – January 16, 2024 at 6:30 PM.</p> <p>Future Board meeting dates – February 20, 2024, March 19, 2024, April 16, 2024, May 21, 2024, June 18, 2024. Meeting time 6:30 PM</p>	.
Check-out		

UUF Board Meeting 12/13/23  
Treasurer Report as of 11/30/23

As of the end of November 92% of the year had elapsed and we had collected 84% of the projected income (\$94,913) excluding \$31,469 from savings. This includes 93% of pledges or \$82,530. The income by percentage and actual amounts includes the following:

Contributions	
Share the Plate	152% (\$6,082)
Other donations	18.8% (\$2,260)
Pledges	93% (\$82,530)
Interest income	1.31% (\$105)
Other Income/fundraising	
Rental income	98% (\$490) includes zoom rental
Rummage Sales/other	158% (\$3,163)
Total excluding Amt from Savings	84% (\$94,913)

In terms of expenses, our total expenses so far this year are at 84% (\$121,258) of projections, with most costs being close to projected amounts.

Expenses by percentage and actual amounts include the following:

Religious Life has expended 83% (\$19,319) distributed as follows:

Living Our Mission	131% (\$4,047) includes STP
Communicating	49% (\$1,610)
Religious Exploration	38% (\$338)
Worship	42% (\$2,146)
Professional Ministry	120% (\$4,795)
UUA Fair Share	92% (\$6,383)

Operating Expenses has expended 85% (\$101,939) of its budget including:

Admin Expense	77% (\$10,672)
B&G	87% (\$8,676) includes \$200 for stove
Payroll	85% (\$82,591)

The total amount of Religious Life and Operating expenses spent so far is 84% (\$121,258). Our total amount of income so far this year minus the total about of our expenses gives us a net income of -\$26,095. It would have been higher except for our expenses being 10% lower than expected.

Cash Balances as of 10/31/23

Community Bank Checking Account	\$8,256.07
Glens Falls National Bank Checking Account	1,000.00
Glens Falls National Bank Savings Account	21,684.79
Oak View National Bank 12 mon CD	30,000.00
Oak View National Bank 15 mon CD	120,000.00
UUA Common Endowment Fund	47,531.70
Total Cash	\$228,472.56

Interestingly, at this point in the year our projected income minus savings is

at 83% and our projected expenses are at 84%! Income last month was boosted by our Fine Art and Craft Sale which netted \$2,300.

The Annual Giving campaign which ran from November thru the first week in December as of 12/10 had raised \$100,077.60 toward the goal of \$100,000 (given that pledged amounts carried over from last year are not rescinded from people who did not respond to the campaign appeal letter.) Additional pledges may come in over the month of December adding to the total. The proposed budget 2024 includes all our basic expenses, plus a 3% cost of living increase for the Music Dir and Office Assistant, \$600 to complete basic repair of the handicap ramp, and approval to spend money to provide the OWL program from designated funds. It is balanced by adding \$30,700 from savings. The budget will be brought to the congregation for a vote in January.

The Board should consider whether to purchase the air filtration system recommended by the Safety Committee (\$1700 plus shipping) and whether to pave a handicap parking space (\$2,600) researched by the Ad Hoc building committee. The cost of either or both could be added to the budget or approved separately by the Board.

The Finance and Fund Development Committees continue to plan to reinvest in high yield CDs when the current CDs come due in Jan and April 2024 in amounts the budget and cash flow allow.

Ursula Jones, Treasurer

**UUPF 2023 BUDGET WORKSHEET**

		APPROVED	As of	% of	
		2023	11/30/2023	Budget	November
<b>REVENUE/INCOME</b>					
<b>2023</b>	<b>Contributions</b>				
	Share the Plate Donations	\$4,000.00	\$6,082.35	152.06%	\$605.00
	Other Donations	12,000.00	2,260.00	18.83%	1,000.00
	Pledges	88,640.00	82,530.26	93.11%	6,268.32
	Uncollectables (1.5% 2021) - 3% in 2022 & 2023	-2,659.00	0.00	0.00%	
	In-Kind Donations	0.00	175.00	0.00%	0.00
	Interest Income	8,000.00	104.65	1.31%	1.60
<b>76%</b>	<b>Contributions</b>	<b>\$109,981.00</b>	<b>\$91,152.26</b>	<b>82.88%</b>	<b>\$7,874.92</b>
	<b>Other Income-Fundraising</b>				
	Virtual Auction				
	Misc. Income				\$107.81
	Rental Income	\$500.00	\$490.00	98.00%	0.00
	Rummage Sales, Other Fundraisers	\$2,000.00	3,162.93	158.15%	2,324.93
<b>2%</b>	<b>Other Income-Fundraising</b>	<b>\$2,500.00</b>	<b>3,760.74</b>	<b>150.43%</b>	<b>\$2,432.74</b>
	<b>Total Income</b>	<b>\$112,481.00</b>	<b>\$94,913.00</b>	<b>84.38%</b>	<b>\$10,307.66</b>
	<b>Contributions from Savings</b>				
	Restricted funds from OWL	\$625.00	\$250.00	40.00%	\$0.00
	Savings	\$30,844.00	\$0.00	0.00%	\$0.00
<b>22%</b>	<b>Contributions from Savings</b>	<b>\$31,469.00</b>	<b>\$250.00</b>	<b>0.79%</b>	<b>\$0.00</b>
	<b>Total Income</b>	<b>\$143,950.00</b>	<b>\$95,163.00</b>	<b>66.11%</b>	<b>\$10,307.66</b>
<b>EXPENSES</b>					
	<b>RELIGIOUS LIFE</b>				
	<b>Living our Mission</b>				
	Social Gatherings (food, activities)	\$600.00	\$482.04	80.34%	\$69.80
	Faith Formation	200.00	44.00	22.00%	44.00
	Faith in Action (BLM, UUtheVote, Climate, others)	250.00	250.00	100.00%	0.00
	Share the Plate donations *** ADD NUMBER (figure here est from current)	2,000.00	3,241.18	162.06%	302.50
	Interfaith Council	30.00	30.00	100.00%	0.00
	<b>Living Our Mission</b>	<b>\$3,080.00</b>	<b>\$4,047.22</b>	<b>131.40%</b>	<b>\$416.30</b>
	<b>Communicating</b>				
	Advertising (social media, decals, banners)	\$800.00	\$228.89	28.61%	\$215.89
	Supplies (brochures etc)	200.00	184.28	92.14%	162.27
	Website domain/backup service	200.00	161.99	81.00%	27.00
	Printing	200.00	0.00	0.00%	0.00
	Online subscrip (Zoom, Mailchimp, rsvp, Canva, GGeeks)	740.00	545.90	73.77%	26.50
	"Licensing (CVLI, CCS, OneLicense)"	1,065.00	489.00	45.92%	0.00
	Postage	75.00	0.00	0.00%	0.00
	<b>Communicating</b>	<b>\$3,280.00</b>	<b>\$1,610.06</b>	<b>49.09%</b>	<b>\$431.66</b>
	<b>Religious Exploration</b>				
	RE Professional Development (Incl LREDA membership)	\$55.00	\$0.00	0.00%	\$0.00
	OWL Instructors: Training *500.00 from restricted funds	500.00	250.00	50.00%	0.00
	OWL materials/supplies *125.00 from restricted funds	125.00	0.00	0.00%	0.00

	Materials/Supplies (snacks/supplies)	200.00	88.46	44.23%	1.22
	<b>Religious Exploration</b>	<b>\$880.00</b>	<b>\$338.46</b>	<b>38.46%</b>	<b>\$1.22</b>
	<b>Worship</b>				
	<b>Music</b>				
	Professional Development	\$390.00	\$510.00	130.77%	\$0.00
	Guest Musicians	1,200.00	630.00	52.50%	0.00
	PERMISSIONS/DONATIONS (music, streaming rights)	300.00	0.00	0.00%	0.00
	Equipment & repairs	300.00	0.00	0.00%	0.00
	<b>Music</b>	<b>\$2,190.00</b>	<b>\$1,140.00</b>	<b>52.05%</b>	<b>\$0.00</b>
	<b>Sunday Services</b>				
	Worship Materials	\$200.00	\$40.97	20.49%	\$20.97
	Guest Speakers * 10 lay, 3 UU Ministers	2,695.00	965.00	35.81%	175.00
	<b>Sunday Services</b>	<b>\$2,895.00</b>	<b>\$1,005.97</b>	<b>34.75%</b>	<b>\$195.97</b>
	<b>Worship</b>	<b>\$5,085.00</b>	<b>\$2,145.97</b>	<b>42.20%</b>	<b>\$195.97</b>
	<b>Professional Ministry</b>				
	Minister Professional Development	\$4,000.00	\$4,794.66	119.87%	\$0.00
	<b>Professional Ministry</b>	<b>\$4,000.00</b>	<b>\$4,794.66</b>	<b>119.87%</b>	<b>\$0.00</b>
	<b>UUA Fair Share</b>	<b>\$6,996.00</b>	<b>\$6,382.94</b>	<b>91.24%</b>	<b>\$610.58</b>
<b>16%</b>	<b>RELIGIOUS LIFE TOTAL</b>	<b>\$23,321.00</b>	<b>\$19,319.31</b>	<b>82.84%</b>	<b>\$1,655.73</b>
	<b>OPERATING EXPENSES</b>				
	<b>Administrative Expenses</b>				
	Internet-Telephones	\$2,500.00	\$2,386.55	95.46%	\$219.99
	Office Supplies (General)	200.00	172.95	86.48%	0.00
	Board Expenses	100.00	119.44	119.44%	0.00
	Payroll Service	1,400.00	1,465.79	104.70%	117.68
	SS Medicare, Emp taxes	3,274.00	2,440.06	74.53%	271.45
	Insurance, WC, Disability (est.)	2,151.00	1,282.55	59.63%	74.50
	Minister's disability insurance	645.00	588.50	91.24%	53.50
	Breeze/PayPal Fees	1,000.00	965.68	96.57%	123.59
	Technology	700.00	165.56	23.65%	0.00
	Leadership Development	600.00	600.00	100.00%	0.00
	CLM Training/Development	300.00	0.00	0.00%	0.00
	Safe Congregation Screening	200.00	125.00	62.50%	25.00
	Contingency & Miscellaneous	500.00	60.00	12.00%	0.00
	Minister's Discretionary Budget	300.00	300.00	100.00%	0.00
<b>10%</b>	<b>Administration</b>	<b>\$13,870.00</b>	<b>\$10,672.08</b>	<b>76.94%</b>	<b>\$885.71</b>
	<b>Buildings and Grounds</b>				
	Utilities: Palmer	\$1,500.00	\$1,437.94	95.86%	\$105.67
	Maintenance/Repairs Palmer	800.00	436.38	54.55%	200.00
	Trash Removal	480.00	470.39	98.00%	16.92
	Insurance	2,677.00	2,470.00	92.27%	0.00
	Grounds	1,500.00	1,600.00	106.67%	0.00
	Cleaner-Contractor	2,000.00	1,612.50	80.63%	125.00
	Kansas Ave/Montana Drive Property	500.00	648.70	129.74%	0.00
<b>7%</b>	<b>Building &amp; Grounds</b>	<b>\$9,457.00</b>	<b>\$8,675.91</b>	<b>91.74%</b>	<b>\$447.59</b>

	<b>Payroll Expense</b>				
	Ministerial Salary (7% Increase Salary/housing)	\$35,933.00	\$33,168.96	92.31%	\$4,146.12
	Ministerial Housing Allowance	14,000.00	12,923.04	92.31%	1,615.38
	Ministerial Retirement Contribution/Salary	4,993.00	4,608.96	92.31%	576.12
	Staff (Office Assistant, Music Director, digital outreach, RE, Childcare, tech booth asst)	42,376.00	31,890.01	75.25%	3,547.62
<b>68%</b>	<b>Payroll Expense</b>	<b>\$97,302.00</b>	<b>\$82,590.97</b>	<b>84.88%</b>	<b>\$9,885.24</b>
<b>84%</b>	<b>Operating Expenses</b>	<b>\$120,629.00</b>	<b>\$101,938.96</b>	<b>84.51%</b>	<b>\$11,218.54</b>
	<b>Total Expenses</b>	<b>\$143,950.00</b>	<b>\$121,258.27</b>	<b>84.24%</b>	<b>\$12,874.27</b>
	<b>REVENUES</b>	<b>\$143,950.00</b>	<b>\$95,163.00</b>		<b>\$10,307.66</b>
	<b>EXPENSES</b>	<b>143,950.00</b>	<b>121,258.27</b>		<b>\$12,874.27</b>
	<b>NET INCOME</b>	<b>\$0.00</b>	<b>-\$26,095.27</b>		<b>(\$2,566.61)</b>
	<b>Cash Balances as of 11/30/2023</b>				
	Community Bank Checking Accounts	\$8,256.07			
	Glens Fall National Bank Checking Account	1,000.00			
	Glens Fall National Bank Savings Account	21,684.79			
	Oak View National Bank- 12 months CD	30,000.00			
	Oak View National Bank- 15 months CD	120,000.00			
	UU Endowment Fund	47,531.70			
	<b>Total Cash</b>	<b>\$228,472.56</b>			
	<b>2024 Prepaid Pledges received as of 11/30/23-\$10,060 not recorded as revenue until 2024 but reflected in the cash balances</b>				



## December 2023 Quarterly Board Report

This is my first experiment with a quarterly board report. Unfortunately, it will reach you just in time for the board meeting we hope will be more social, in honor of the Christmas season. Still, I'll be looking forward to your feedback regarding the shift to more periodic reporting on my part.

This quarter ends with exciting news: the Annual Giving campaign has resulted in total pledge figures that are slightly over the targeted \$100,000 amount. Huge thanks are due in several directions: to the small team who led the campaign, to the matching gifts donor group, and to the congregation for its generosity. This is also a strong vote of confidence in the future of the congregation.

Because of the additional challenges related to the October service disruption, in addition to some HR challenges detailed below, I have been carrying between 40-60 hours overtime since mid-October. I plan to be absent entirely the weeks of December 25 and January 2, in order to bring my number of overtime hours back to zero.

**Supporting and Developing Leadership** My focus for much of this fall has been supporting the congregation as you consider, at a deep level, the implications of having committed to uphold the UU 8th Principle. Leaders - both staff and volunteer - have been challenged to think through how to balance situations that contain pastoral and justice dimensions in ways that sometimes seem contradictory. The congregation is also feeling the impact of a culture shift within Unitarian Universalism, from a more individually focused ethos which invites people to center their own needs and personal or spiritual development, to a vision of a movement that centers racial justice and community healing. I sense that for many in the congregation, this has been an uncomfortable past few months. At the same time, the strong showing of the Annual Giving campaign suggests that people remain connected and committed.

**Outreach and Engagement** Outside of the engaging activities for singers and for preschoolers plus their families, led by Jo El Miano (and Kris Lutters, for the preschool activity) Sunday services continue to be the primary vehicle for engaging returning members and newcomers. I note that attendance on Sunday mornings has increased significantly, as compared to last year, and that there is palpable energy and excitement in the sanctuary, both during and after the service. Planning worship and working with the Worship Team continues to be the activity that dominates my schedule, and in fact takes even more time now that we offer dual platform services, and as we try to make our services more engaging for neurodiverse attendees (and for a diverse audience in general.) There are more moving parts, more individual roles to coordinate, and more of a need to have "everyone on board" when we modify our approach.

We had very robust participation in the first workshop of the On Repentance and Repair series, with more workshops to come in the spring. 22 congregants signed up to read the book, and about 15 attended the 2 session workshop. We also had two participants from Temple Beth Israel (the rabbi and one congregant), so the activity also served as a first step in the direction

of the relationship-building we've been hoping to build with the TBI community. Unfortunately, the climate book group and Starting Point attracted very few attendees. I enlisted the support of Nancy Lewin as co-facilitator - a great decision, both because of her able skills, but also because this allowed me to reduce some of the time I would have spent preparing group activities. I plan to continue with the co-facilitation model where feasible.

**Pastoral Care** I continue to meet one on one with congregants, in hospital, at home, at the fellowship and by telephone. The Caring Team has returned to meeting online, which allows us to include Ann Hobson, who has a very active "ministry of cards" - sending cards on behalf of the fellowship to members who are undergoing difficult times. I have ongoing concern about the challenge of connecting pastorally with people who only attend online services. I do my best to maintain relationship with congregants I knew before they moved their participation online, but don't have this opportunity with those who have arrived more recently.

**Professional Growth and Development** I have attended two trainings on behalf of the fellowship this quarter: **Conflict Deescalation in Protest Spaces**, a one hour free online training on bystander intervention offered by Right to Be; and **Threats from Without; Care from Within**, a five hour online activity offered by the UUA's Central East Region. I also attended my annual fall UUMA Chapter Retreat, now held in the Finger Lakes region. Based in Plattsburgh, I have to travel further to all of our retreat locations than any of the other ministers in my chapter. Unfortunately, this adds both to my time away, and creates a more significant drain on my professional expense budget. I will continue as chapter acting president until spring 2024, and continue to mentor two ministers in Preliminary Fellowship.

**Organizational Health** Keeping up with staffing changes is the other activity that has occupied a lot of my time, this quarter. In fact, because of time constraints, I've had to reduce the number of one on one meetings I would normally hold with the CLMS and staff I currently supervise. After posting for and hiring a Sunday educator who seemed very promising, the person we hired left after only a handful of shifts. We then reposted, and ended up accepting Kris Lutters' offer to fill this position through to June 2024. We've also invested a huge amount of time and energy posting and interviewing for an OWL Facilitator, in order to be able to serve the engaged cohort of youth who are motivated to participate in this program. After our job post attracted numerous applications we offered interviews to four promising candidates; and left the interview process strongly interested in two. Sadly, one by one all four candidates withdrew their applications, each explaining that for different reasons they felt unable to make the unusual commitment (only 5 weekly hours, spread out over a year, with an interruption in the summer). I am now wondering whether I should take the training and offer some support as a second facilitator - though not for the entire 26 sessions as laid out in the curriculum. I would propose being paid for my time (so as not to take away from my existing responsibilities) but at the OWL Facilitator rate. I invite the board to weigh in on this proposition.

Respectfully submitted,  
Rev. Nicoline Guerrier

**UUFP 2024 BUDGET WORKSHEET**

	PROPOSED	APPROVED	
	2024	2023	
<b>REVENUE/INCOME</b>			
<b>2023 Contributions</b>			
Share the Plate Donations	\$6,000.00	\$4,000.00	
Other Donations	2,000.00	12,000.00	
Pledges	100,000.00	88,640.00	
Uncollectables (1.5% 2021) - 3% in 2022 & 2023	-1,000.00	-2,659.00	
Interest Income	8,000.00	8,000.00	
<b>76% Contributions</b>	<b>\$115,000.00</b>	<b>\$109,981.00</b>	
<b>Other Income-Fundraising</b>			
Misc. Income			
Rental Income	\$613.00	\$500.00	
Rummage Sales, Other Fundraisers	2,500.00	\$2,000.00	
<b>2% Other Income-Fundraising</b>	<b>\$2,613.00</b>	<b>\$2,500.00</b>	
<b>Total Income</b>	<b>\$117,613.00</b>	<b>\$112,481.00</b>	
<b>Contributions from Savings</b>			
Restricted funds from OWL	2,755.00	\$625.00	
Savings	\$30,555.00	\$30,844.00	balance budget
<b>22% Contributions from Savings</b>	<b>\$33,310.00</b>	<b>\$31,469.00</b>	
<b>Total Income</b>	<b>\$150,923.00</b>	<b>\$143,950.00</b>	
<b>EXPENSES</b>			
<b>RELIGIOUS LIFE</b>			
<b>Living our Mission</b>			
Social Gatherings (food, activities)	\$600.00	\$600.00	
Faith Formation	200.00	200.00	
Faith in Action (BLM, UUtheVote, Climate, others)	300.00	250.00	
Share the Plate donations *** ADD NUMBER (figure here est from current)	3,000.00	2,000.00	
Interfaith Council	30.00	30.00	
<b>Living Our Mission</b>	<b>\$4,130.00</b>	<b>\$3,080.00</b>	
<b>Communicating</b>			
Advertising (brochures, posters, print ads, LED Signage)	\$800.00	\$800.00	
Supplies-no need for this line item	0.00	200.00	
Website domain/backup service/New website domain	250.00	200.00	
Printing	175.00	200.00	
Online subscrpts (Zoom, Mailchimp, Canva, GGeeks)	570.00	740.00	
"Licensing (CVLI, CCS, OneLicense)"	750.00	1,065.00	
Postage-move to Admin Expenditures	0.00	75.00	
<b>Communicating</b>	<b>\$2,545.00</b>	<b>\$3,280.00</b>	
<b>Religious Exploration</b>			
RE Professional Development (incl LREDA membership)	\$55.00	\$55.00	
<b>Move to</b> DRE 5hrs weekly/\$20 per hour (42 weeks)/Childcare Provider/fb	5,246.00	4,400.00	
OWL Instructors: Training *restricted funds	250.00	500.00	

Move to	OWL Facilitator includes FB* restricted funds	3,964.00	125.00	
Move to	Childcare Care expenses includes FB	500.00	500.00	
	Materials/Supplies (snacks/supplies)	200.00	200.00	
	<b>Religious Exploration</b>	<b>\$10,215.00</b>	<b>\$5,780.00</b>	
	<b>Worship</b>			
	<b>Music</b>			
	Professional Development	\$550.00	\$390.00	
	Piano subs & guest musicians	1,000.00	1,200.00	
	PERMISSIONS/DONATIONS (music, streaming rights)	300.00	300.00	
	Equipment & repairs	300.00	300.00	
	<b>Music</b>	<b>\$2,150.00</b>	<b>\$2,190.00</b>	
	<b>Sunday Services</b>			
	Worship Materials	\$200.00	\$200.00	
	Guest speakers* 10 lay, 3UU, sabbatic coverage	4,200.00	2,695.00	
	<b>Sunday Services</b>	<b>\$4,400.00</b>	<b>\$2,895.00</b>	
	<b>Worship</b>	<b>\$6,550.00</b>	<b>\$5,085.00</b>	
	<b>Professional Ministry</b>			
	Minister Professional Development	\$4,993.00	\$4,000.00	
	<b>Professional Ministry</b>	<b>\$4,993.00</b>	<b>\$4,000.00</b>	
	<b>UUA Fair Share</b>	<b>\$7,697.00</b>	<b>\$6,996.00</b>	
	<b>20% RELIGIOUS LIFE TOTAL</b>	<b>\$36,130.00</b>	<b>\$28,221.00</b>	
	<b>OPERATING EXPENSES</b>			
	<b>Administrative Expenses</b>			
	Internet-Telephones	\$2,472.00	\$2,500.00	
	Office Supplies (General)	400.00	200.00	
	Postage	75.00	0.00	
	Board Expenses	175.00	100.00	
	Payroll Service	1,790.00	1,400.00	
	SS Medicare, Emp taxes	2,718.00	3,274.00	
	Insurance, WC, Disability (est.)	1,828.00	2,151.00	
	Minister's disability insurance	665.00	645.00	
	Breeze/PayPal Fees	1,210.00	1,000.00	
	Technology	500.00	700.00	
	Leadership Development	600.00	600.00	
	CLM Training/Development	300.00	300.00	
	Safe Congregation Screening	200.00	200.00	
	Contingency & Miscellaneous	1,050.00	500.00	
	Minister's Discretionary Budget	300.00	300.00	
	<b>10% Administration</b>	<b>\$14,283.00</b>	<b>\$13,870.00</b>	
	<b>Buildings and Grounds</b>			
	Utilities: Palmer	\$1,692.00	\$1,500.00	
	Maintenance/Repairs Palmer	1,400.00	800.00	Includes handicap repair
	Trash Removal	240.00	480.00	

	Insurance	2,677.00	2,677.00
	Grounds	1,600.00	1,500.00
	Cleaner-Contractor	2,000.00	2,000.00
	Kansas Ave/Montana Drive Property	500.00	500.00
<b>7%</b>	<b>Building &amp; Grounds</b>	<b>\$10,109.00</b>	<b>\$9,457.00</b>
	<b>Payroll Expense</b>		
	Ministerial Salary	\$35,933.00	\$35,933.00
	Ministerial Housing Allowance	14,000.00	14,000.00
	Ministerial Retirement Contribution/Salary	4,993.00	4,993.00
	Staff (Office Assistant, Music Director, digital outreach, & worship serv tech)	35,475.00	37,476.00
<b>64%</b>	<b>Payroll Expense</b>	<b>\$90,401.00</b>	<b>\$92,402.00</b>
<b>80%</b>	<b>Operating Expenses</b>	<b>\$114,793.00</b>	<b>\$115,729.00</b>
	<b>Total Expenses</b>	<b>\$150,923.00</b>	<b>\$143,950.00</b>
	<b>REVENUES</b>	<b>\$150,923.00</b>	<b>\$143,950.00</b>
	<b>EXPENSES</b>	<b>150,923.00</b>	<b>143,950.00</b>
	<b>NET INCOME</b>	<b>\$0.00</b>	<b>\$0.00</b>
	<b>Cash Balances as of 11/30/2023</b>		
	Community Bank Checking Accounts		\$8,256.07
	Glens Fall National Bank Checking Account		1,000.00
	Glens Fall National Bank Savings Account		21,684.79
	Oak View National Bank- 12 months CD		30,000.00
	Oak View National Bank- 15 months CD		120,000.00
	UU Endowment Fund		47,531.70
	<b>Total Cash</b>		<b>\$228,472.56</b>