

**Unitarian Universalist Fellowship of Plattsburgh
Annual Congregational Meeting January 21, 2024**

Chalice Lighting: Rev. Nicoline Guerrier

Quorum: Kimberley Bertrand, secretary, called for a quorum count. Jerry Bates counted 21 in sanctuary and Mark Preston counted 6 on zoom which gave us the 27 we needed.

Year in Review: Ursula Jones

UUFP Congregational Meeting 1/21/24 Treasurer Report

As of the end of last year (2023) we had collected 90% of the projected income (\$101,654) excluding the projected \$31,469 from savings. This includes 98.7% of pledges or \$87,477. The income by percentage and actual amounts includes the following:

Contributions	
Share the Plate	176% (\$7,030)
Other donations	25.6% (\$3,076)
Pledges	98.7% (\$87,477)
Interest income	1.35% (\$108)
Other income/fundraising	
Rental income	98% (\$490) includes zoom rental
Rummage Sales/other	158% (\$3,163)
Total excluding Amt from Savings	90% (\$101,654)

Total expenses for 2023 were 91% (\$131,301) of projections, with most costs being close to projected amounts. Expenses by percentage and actual amounts include the following:

Religious Life expended 91% (\$21,289) of their budget distributed as follows:

Living Our Mission	147% (\$4,541) includes STP
Communicating	59% (\$1,925)
Religious Exploration	48% (\$418)
Worship	51% (\$2,617)
Professional Ministry	120% (\$4,795)
UUA Fair Share	99.9% (\$6,994)
Operating Expenses reached 91% (\$110,012) of the projected budget including:	
Admin Expense	84% (\$11,612)
B&G	96% (\$9,047)
Payroll	92% (\$89,353)

The total amount of Religious Life and Operating expenses spent in 2023 was 91% (\$131,301). Our total income this year (2023) minus the total of our expenses leaves a net income of -\$29,397 versus the projected shortfall of \$31,469 added from savings to balance the budget.

Cash Balances as of 12/31/23	
Community Bank Checking Account	\$13,219.67
Glens Falls National Bank Checking Account	1,000.00
Glens Falls National Bank Savings Account	26,688.19
Oak View National Bank 12 mon CD	30,000.00
Oak View National Bank 15 mon CD	120,000.00
UUA Common Endowment Fund	<u>47,531.70</u>
Total Cash	\$238,439.56

In 2023 we collected 90% of the projected income including almost the full amount of pledges-98.59% which speaks to the commitment of our members. At the same time we kept expenses in check and close to the projected amount (91%).

The Annual Giving campaign which ran from November thru December raised \$101,105.60 toward the goal of \$100,000. The campaign used a strategy of "matching funds" to induce members to increase their pledge by 13%. 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, \$2,600 to pave a handicap parking area, and approval to spend money to provide the OWL program from designated funds. It is balanced by adding \$33,405 from savings including \$2,755 restricted funds for OWL.

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.

Motion to approve 1st Henry Morlock, 2nd Jerry Bates. Abstain Ursula Jones.
Approved.

Voting on 2024 Annual Budget: Ursula Jones

Motion to approve 1st by Tom Morrissey, 2nd Darlynn Bates. Unanimous approval.

Presentation by the Safety Community on the ISO- aire Air Purification System - JoEllen Miano. Jo EI stated this system would improve ventilation, was top of the line and recommended by the CDC for a commercial air purifier. It was low in maintenance, high in energy and a quiet operation. It removes 99.99% with its HEPA air filter. It is

easy and safe. The cost was reported as \$2100-\$2300 with \$400-\$600 in shipping. Dorothy Latta made a motion to purchase one at a maximum cost of \$2500. Jerry Bates 2nd it. The vote was unanimous.

Minster's Report -Rev. Nicoline Guerrier

Minister's Report to January 2024 Annual Business Meeting

The board has asked me to share with you highlights from the quarterly report I shared with them at the end of 2023.

As you will have heard, the year ended with exciting news. The Annual Giving campaign raised slightly more than 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. In an era when many congregations are not able to meet their pledge goals, this campaign signals a strong vote of confidence in the future of the congregation.

My focus for much of this past fall: **supporting the congregation as you consider**, at a deep level, **the implications of having committed to uphold the UU 8th Principle**. All of you have been challenged to think through how to balance emotions, traditions, and justice commitments during our worship space, 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 honor that for some of you, this process has led to discomfort you weren't used to associating with your life here. At the same time, I also know that many of you have come to adopt new perspectives as time went on. May we continue to grow and discern together. I believe this is the hard work that shows we are maturing as a faith.

Outside of the engaging activities for preschoolers plus their families Jo El Miano and Kris Lutters have been leading, Sunday services continue to be the primary vehicle for engaging returning members and newcomers. Planning worship and working with the Worship Team continues to be the activity that dominates my schedule. In fact, planning

our services takes even more time now that need to find ways to engage both our online and our in-person audiences, 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.

A highlight for me this fall was the robust participation in the first two sessions 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 our in-person sessions. 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 engage in with the TBI community. Thank you to Nancy Lewin, who I was honored to have as co-facilitator.

I continue to meet one on one with congregants, in hospital, at home, at the fellowship and by phone. I'd like to highlight the contributions of Ann Hobson to our Caring Team. Ann has a very active "ministry of cards" - sending cards on behalf of the fellowship to members who are undergoing difficult times. Thank you, Ann!

One of the things that's preoccupied me this year has been how to connect with those of you who only attend online services, and don't sign up for any of our activities outside of Sundays. I do my best to stay connected with those of you I knew before you moved your participation online, but don't have this opportunity with any of you who have arrived more recently. If you're in this group, please reach out if you would like to talk, meet, or share feedback as to how I might better connect with those of you whose primary connection with the fellowship is virtual.

A handful of us attended two important trainings on behalf of the fellowship this quarter: **Conflict Deescalation in Protest Spaces**, an online training on bystander intervention, and **Threats from Without; Care from Within**, a five hour online training session offered by the UUA. An upcoming goal is to offer bystander intervention training to the congregation. Sometimes, my part time schedule makes it hard for me to follow up on all the things I've named as priorities, however.

Twice a year I also attend Chapter Retreats with ministerial and religious education colleagues, 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, which has consequences both for my time and my professional expense budget. I will stay on

as acting chapter president until spring 2024, and I continue to mentor two ministers in Preliminary Fellowship.

Keeping up with staffing changes is the other activity that occupies the bulk of my time, though huge thanks are due to Dorothy Latta, who does a lot of behind the scenes work in the area of HR. 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' generous offer to fill this position through to June 2024. Thank you, Kris and Dorothy!

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. 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).

So here's what we're planning for now: in February, I will attend the facilitator training, using supplementary hours paid for out of the OWL budget. Then, beginning late March and continuing into the spring, Kelly Predojevic and I will try to offer an abridged form of OWL. Stay tuned for a new name, since this will not be the OWL program, but an "OWL-inspired" program.

Unbelievably, this May will mark the end of my sixth year as your minister. Every year has been different, and every year has felt like a privilege. I'm honored to work with a terrific staff team, to partner with all of you, and I look forward to continued fruitful collaboration in the years to come!

Respectfully submitted, Rev. Nicoline Guerrier

Worship Committee Report- Dorothy Latta. Dorothy went over three key areas.

1. Attendance - still the sanctuary count is about 40 during the year and half that amount, 20, in the summer.

2. Joys & Concerns will continue to be written or presented to a worship leader before the service.

3. Technology- they are looking to obtain a more stable internet for the fellowship.

Board Report - Connie Shemo thanked the congregation for their pledges to meet the increased pledge goal. She also said the board hoped to increase community connections this year.

Closing Words - Annette Wells

Meeting adjourned.

UUPF 2024 BUDGET WORKSHEET					
		PROPOSED	APPROVED		% of
		2024	2023	Difference	change
REVENUE/INCOME					
2024 Contributions					
	Share the Plate Donations	\$6,000.00	\$4,000.00	\$2,000.00	50.00%
	Other Donations	2,000.00	12,000.00	-\$10,000.00	-83.33%
	Pledges includes the matching funds	101,105.00	88,640.00	\$12,465.00	14.06%
	Uncollectables (1.5% 2021) - 3% in 2022 & 2023	-1,000.00	-2,659.00	\$1,659.00	62.39%
	Interest Income	8,000.00	8,000.00	\$0.00	0.00%
76%	Contributions	\$116,105.00	\$109,981.00	6,124.00	5.57%
Other Income					
	Misc. Income				
	Rental Income	\$613.00	\$500.00	\$113.00	22.60%
	Rummage Sales, Other Fundraisers	2,500.00	\$2,000.00	\$500.00	25.00%
2%	Other Income-Fundraising	\$2,613.00	\$2,500.00	\$613.00	24.52%
	Total Income	\$118,718.00	\$112,481.00	\$6,237.00	5.99%
Contributions from Savings					
	Restricted funds from OWL	\$2,755.00	\$625.00	\$2,130.00	340.80%
	Savings	\$30,650.00	\$30,844.00	-\$194.00	-0.63%
22%	Contributions from Savings	\$33,405.00	\$31,469.00	\$1,936.00	6.15%
	Total Income	\$152,123.00	\$143,950.00	\$8,173.00	5.68%
EXPENSES					
RELIGIOUS LIFE					
Living our Mission					
	Social Gatherings (food, activities)	\$600.00	\$600.00	\$0.00	0.00%
	Faith Formation	200.00	200.00	\$0.00	0.00%
	Faith in Action (BLM, UUtheVote, Climate, others)	300.00	250.00	\$50.00	20.00%
	Share the Plate donations *** ADD NUMBER (figure here est from current)	3,000.00	2,000.00	\$1,000.00	50.00%
	Interfaith Council	30.00	30.00	\$0.00	0.00%
3%	Living Our Mission	\$4,130.00	\$3,080.00	\$1,050.00	34.09%
Communicating					
	Advertising (brochures, posters, print ads, LED Signage)	\$800.00	\$800.00	\$0.00	0.00%
	Supplies-no need for this line item	0.00	200.00	-\$200.00	-100.00%
	Website domain/backup service/New website domain	250.00	200.00	\$50.00	25.00%
	Printing	175.00	200.00	-\$25.00	-12.50%
	Online subscrip (Zoom, Mailchimp, Canva, GGeeks)	570.00	740.00	-\$170.00	-22.97%
	"Licensing (CVU, CCS, OneLicense)"	750.00	1,065.00	-\$315.00	-29.58%
	Postage-move to Admin Expenditures	0.00	75.00	-\$75.00	-100.00%
2%	Communicating	\$2,545.00	\$3,280.00	-\$735.00	-22.41%
Religious Exploration					
	RE Professional Development (incl LREDA membership)	\$55.00	\$55.00	\$0.00	0.00%
payroll	DRE 5hrs weekly/\$20 per hour (42 weeks)/Childcare Provider/fb	5,246.00	4,400.00	\$846.00	19.23%
	OWL Instructors: Training *restricted funds	250.00	500.00	-\$250.00	-50.00%
payroll	OWL Facilitator includes FB*restricted funds	3,964.00	125.00	\$3,839.00	3071.20%
payroll	Childcare Care expenses includes FB	500.00	500.00	\$0.00	0.00%
	Materials/Supplies (snacks/supplies)	200.00	200.00	\$0.00	0.00%
7%	Religious Exploration	\$10,215.00	\$5,780.00	\$4,435.00	76.73%
Worship					
	Music				

	Professional Development	\$550.00	\$390.00	\$160.00	41.03%
	Piano subs & guest musicians	1,000.00	1,200.00	-\$200.00	-16.67%
	PERMISSIONS/DONATIONS (music, streaming rights)	300.00	300.00	\$0.00	0.00%
	Equipment & repairs	300.00	300.00	\$0.00	0.00%
	Music	\$2,150.00	\$2,190.00	-\$40.00	-1.83%
	Sunday Services				
	Worship Materials	\$200.00	\$200.00	\$0.00	0.00%
	Guest speakers*10 lay, 3UU	2,800.00	2,695.00	\$105.00	3.90%
	Sunday Services	\$3,000.00	\$2,895.00	\$105.00	3.63%
3%	Worship	\$5,150.00	\$5,085.00	\$65.00	1.28%
	Professional Ministry				
	Minister Professional Development	\$4,993.00	\$4,000.00	\$993.00	24.83%
3%	Professional Ministry	\$4,993.00	\$4,000.00	\$993.00	24.83%
5%	UUA Fair Share	\$7,697.00	\$6,996.00	\$701.00	10.02%
23%	RELIGIOUS LIFE TOTAL	\$34,730.00	\$28,221.00	\$6,509.00	23.06%
	OPERATING EXPENSES				
	Administrative Expenses				
	Internet-Telephones	\$2,472.00	\$2,500.00	-\$28.00	-1.12%
	Office Supplies (General)	400.00	200.00	\$200.00	100.00%
	Postage	75.00	0.00	\$75.00	-%
	Board Expenses	175.00	100.00	\$75.00	75.00%
	Payroll Service	1,790.00	1,400.00	\$390.00	27.86%
	SS Medicare, Emp taxes	2,718.00	3,274.00	-\$556.00	-16.98%
	Insurance, WC, Disability (est.)	1,828.00	2,151.00	-\$323.00	-15.02%
	Minister's disability insurance	665.00	645.00	\$20.00	3.10%
	Breeze/PayPal fees	1,210.00	1,000.00	\$210.00	21.00%
	Technology	500.00	700.00	-\$200.00	-28.57%
	Leadership Development	600.00	600.00	\$0.00	0.00%
	CLM Training/Development	300.00	300.00	\$0.00	0.00%
	Safe Congregation Screening	200.00	200.00	\$0.00	0.00%
	Contingency & Miscellaneous	1,050.00	500.00	\$550.00	110.00%
	Minister's Discretionary Budget	300.00	300.00	\$0.00	0.00%
9%	Administration	\$14,283.00	\$13,870.00	\$413.00	2.98%
	Buildings and Grounds				
	Utilities: Palmer	\$1,692.00	\$1,500.00	\$192.00	12.80%
	Maintenance/Repairs Palmer	1,400.00	800.00	\$600.00	75.00%
	Handicap Parking	2,600.00	0.00	\$2,600.00	-%
	Trash Removal	240.00	480.00	-\$240.00	-50.00%
	Insurance	2,677.00	2,677.00	\$0.00	0.00%
	Grounds	1,600.00	1,500.00	\$100.00	6.67%
	Cleaner-Contractor	2,000.00	2,000.00	\$0.00	0.00%
	Kansas Ave/Montana Drive Property	500.00	500.00	\$0.00	0.00%
8%	Building & Grounds	\$12,709.00	\$9,457.00	\$3,252.00	34.39%
	Payroll Expense				
	Ministerial Salary	\$35,933.00	\$35,933.00	\$0.00	0.00%
	Ministerial Housing Allowance	14,000.00	14,000.00	\$0.00	0.00%
	Ministerial Retirement Contribution/Salary	4,993.00	4,993.00	\$0.00	0.00%
	Staff (Office Assistant, Music Director, digital outreach, & worship serv tech)	35,475.00	37,476.00	-\$2,001.00	-5.34%
59%	Payroll Expense	\$90,401.00	\$92,402.00	-\$2,001.00	-2.17%

77%	Operating Expenses	\$117,393.00	\$115,729.00	\$1,664.00	1.44%
	Total Expenses	\$152,123.00	\$143,950.00	\$8,173.00	5.68%
	REVENUES	\$152,123.00	\$143,950.00		
	EXPENSES	152,123.00	143,950.00		
	NET INCOME	\$0.00	\$0.00		