

# UUFP Board Meeting, January 14, 2025

In attendance: Connie Shemo, Nicholas Hunt-Bull, Ursula Jones, Rev. Nicoline Guerrier, Mark Preston, Jerry Bates (non-voting member), and Lisa Bulriss

Absent: Tana Hanley and Megan Morrissey

Notetaker: Lisa Bulriss

Item	Discussion	If a task is involved, who is overseeing it and deadline?
Check-in	Rev. Nicoline started the meeting with a check in.	
Minutes	Nicholas asked if there were any comments or changes to the December 17, 2024 board meeting minutes. No objections, minutes of the December 17, 2024 Board meeting are approved.	
Treasurer's Report	Ursula reviewed the Treasurer's Report and the highlights of the income and expenses. Ursula stated a thank you message went out in the E-news regarding the Fine Art Sale which netted the fellowship \$2,400. The 2024 budget was balanced with \$16,253 coming from savings, much lower than the anticipated amount of \$33,150. The board discussed the 6.2% uncollectible pledge amount which Ursula stated most of the 6.2% was related to loss of life or moving. Ursula and Nicholas are presenting and encouraging the endowment fund at the annual meeting and in the Spring will be working on policies and procedures for the utilization of our funds in the endowment.	
Minister's Report	The Minister's Report was inadvertently not attached to the agenda and reports so board members did not have a chance to review. Rev. Nicoline stated paradoxically, some new leadership emerged at moments where I stepped back. Nicholas asked is it the consensus of the board to accept the Treasurer's Report and Minister's Report. Connie stated yes and the board unanimously accepted the two reports.	
Business Arising	Update on Safety Committee – Connie updated the board on members who were asked if they would like to serve on the Safety Committee. A discussion of how to redefine the safety committee took place. Connie stated she will continue to chair the safety committee. Rev. Nicoline will reach out to Connie to provide an update of the role of the safety committee. A discussion took place regarding if the safety committee falls under buildings and grounds committee. Rev. Nicoline stated many congregations are experiencing disruptive behavior from the outside, this is another aspect of safety and how people are interacting with threats. Discussion of online safety, active shooters, and how people	<b>Rev.Nicoline to reach out to Connie on the purpose of the safety committee.</b> <b>Connie agreed to participate in the bystander training.</b> <b>Connie will be responsible for the new vision of the safety committee.</b>

	<p>interact with other people that are a threat took place. Connie agreed to attend the Bystander Intervention Training.</p> <p>Inviting Committee Representatives to Board Meeting – Nicholas is still working on the invites.</p> <p>Invite to the Saranac Lake UUA – Connie stated Jo El has reached out to the Adirondack UUA and the representative has agreed to come to the February 9, 2025 worship service. This is now being handled by the Worship Team.</p> <p>Fine Art Sale – Ursula did an E-news announcement and also is on the agenda for the annual meeting.</p>	<p><b>Inviting Representatives - Nicholas to follow up with Kris and Dorothy.</b></p>
<p>Planning for Minister's Sabbatical</p>	<p>Nicholas went over the schedule for the board meeting check ins and check outs during the sabbatical. They are as follows:  Mark – February  Tana - March  Ursula – April  Connie – May (if needed)  Lisa to include this information in the email with the agenda and reports each month.</p>	<p><b>Check in/out schedule  Mark – February  Tana – March  Ursula – April</b></p> <p><b>Lisa to include check in/check out in email with agenda and reports.</b></p>
<p>Agenda for Annual Business Meeting</p>	<p>Nicholas went over the proposed agenda, suggestions were made to the chalice lighting, quorum counting, zoom counting, time for questions and scheduling with Jason. Ursula and Nicholas will work on adjustments tomorrow and finalize the agenda.</p>	
<p>Proposed 2025 Budget</p>	<p>Ursula reviewed the 2025 proposed budget; a motion to accept the 2025 Proposed budget, 1<sup>st</sup> by Mark, 2<sup>nd</sup> by Connie, further discussion, all approved.</p>	
<p>UUA Annual Certification</p>	<p>Nicholas stated this certification is due by February 5, 2025. Ursula stated the annual certification generally is a joint effort. Ursula stated she would do the financial section.</p>	
<p>Membership</p>	<p>Nicholas stated a request has been made to review members status. Several members have never contributed financially to the fellowship and/or have not been involved in the life of the fellowship for at least three years. Discussion took place of the lack of a membership committee, quorum needed for meetings and how to handle the status of change. A motion to change the status of the list of names provided at the meeting be changed from member to friend, 1<sup>st</sup> by Ursula and 2<sup>nd</sup> by Connie, further discussions, all approved. Lisa will make changes in Breeze and the UUA website. Ursula stated with this change, the quorum for annual meetings will be 22.</p>	<p><b>Lisa will update Breeze and the UUA website.</b></p>
<p>Approval of modifications to</p>	<p>Rev. Nicoline reviewed the changes to the HR Policy Manual; most of the changes are from the UUA recommendations. The Board</p>	<p><b>Lisa to add dates to the HR Policy.</b></p>

the HR Policy Manual	discussed the recommended changes. A motion to accept these changes and modifications to the HR Policy Manual, 1 <sup>st</sup> by Nicholas and 2 <sup>nd</sup> by Ursula, further discussion. Ursula made a recommendation to add the date of the change to every page and include all previous revision dates to the policy on the front or last page, all approved with changes. Lisa will make the recommended changes.	
8 <sup>th</sup> Principle	Tana will review next month	<b>Add to February's agenda – 8<sup>th</sup> principle.</b>
Next Meeting	Next Board meeting is February 18, 2025 at 6:30 PM  Future Board Meeting time is 6:30 PM and dates are as follows: March 18, 2025, April 15, 2025, May 20, 2025 and June 17, 2025. Annual Congregational Meeting: January 26, 2025 right after Sunday Service	.
Check Out	Rev. Nicoline ended the meeting with a check out.	

UUF Board Meeting 1/14/25  
Treasurer Report as of 12/31/24

As of the end of last year(2024) we had collected 111.31% (\$132,145) of the projected income excluding the projected \$35,905 from savings. This includes 94.8% of pledges or \$95,843. The income by percentage and actual amounts includes the following:

Contributions	
Share the Plate	98.91% (\$5,934)
Other donations	719.76% (\$14,395)
Pledges	94.80% (\$95,843)
Interest income	133.90% (\$10,711.70)
Other income/fundraising	
Misc. income	\$865.00
Rental income	70.15% (\$430) includes zoom rental
Community/Mem Ser	\$750.00
Rummage Sales/other	143.27% (\$2,865)
Total excluding Amt from Savings	111.31% (\$132,145)

Total expenses for 2024 were 97.23% (\$150,343.92) of projections, with most costs being close to projected amounts. Expenses by percentage and actual amounts include the following:

Religious Life expended 91% (\$26,427) of their budget distributed as follows:

Living Our Mission	124.85% (\$5,156) includes STP
Communicating	85% (\$2,167)
Religious Exploration	49.52% (\$2,213)
Worship	81% (\$4,187)
Professional Ministry	100% (\$5,009)
UUA Fair Share	99.9% (\$7,694)

Operating Expenses reached 98.63% (\$123,916.69) of the projected budget including:

Admin Expense	79% (\$11,702)
B&G	146.47% (\$22,276)
Payroll	94% (\$89,938)

The total amount of Religious Life and Operating expenses spent in 2024 was 97% (\$150,343.92). Our total income this year (2024) minus the total of our expenses leaves a net income of -\$16,253 versus the projected shortfall of \$35,905 added from savings to balance the budget.

Cash Balances as of 12/31/24

Community Bank Checking Account                   \$8,877.27

Glens Falls National Bank Checking Account	1,000.00
Glens Falls National Bank Savings Account	17,728.31
Refugee Project bank Account	3,100.00
Oak View National Bank 12 mos CD	31,199.29
UUA Common Endowment Fund	<u>162,643.87</u>
Total Cash	\$224,548.74

In 2024 we collected 111.31% of the projected income including 94.8% of pledges despite the loss of two long time members. We received unexpected income from the dissolution of the Adirondack UU Society. We covered unexpected expenses in paving the driveway, repairing the handicap ramp, purchasing an air purifier, and completing electrical upgrades.

The Annual Giving campaign which ran from November thru December raised \$101,105.60 toward the goal of \$104,000. The campaign used a strategy of "matching funds" to induce members to increase their pledge by 4%. The proposed budget 2025 includes all our basic expenses, plus adding additional staff including an events coordinator, an additional child care worker, a child care worker for special events, and a tech assistant for Sunday mornings plus monies for food at fellowship events. The budget is balanced with \$31,656.00 from savings. This budget will be brought to the congregation for a vote January 26, 2025

The Finance and Fund Development Committees decided to invest the money from our maturing CD with Oak View National Bank in the UUA Common Endowment Fund in Dec 2024 which is reflected in our cash balances. We plan to write procedures for the management of this fund this spring and with the board's approval of same to bring them to a vote to the congregation at the annual meeting in June 2025.

Ursula Jones, Treasurer

**UJFP 2024 BUDGET WORKSHEET**

	ADOPTED	As of		
	2024	12/31/2024	% of change	December
<b>REVENUE/INCOME</b>				
<b>2024 Contributions</b>				
Share the Plate Donations	\$6,000.00	\$5,934.57	98.91%	\$1,068.10
Other Donations	2,000.00	14,395.16	719.76%	198.77
Pledges includes the matching funds	101,105.00	95,843.22	94.80%	4,622.75
Uncollectables (1.5% 2021) - 3% in 2021 & 2023	-1,000.00	0.00	0.00%	0.00
In-Kind Donations	0.00	350.00	0.00%	350.00
Interest Income	8,000.00	10,711.70	133.90%	102.50
<b>95% Contributions</b>	<b>\$116,105.00</b>	<b>\$127,234.65</b>	<b>109.59%</b>	<b>\$6,342.12</b>
<b>Other Income</b>				
Misc. Income	\$0.00	\$865.00	n/a	0.00
Rental Income	\$613.00	430.00	70.15%	\$0.00
Community Outreach/Memorial Services	\$0.00	750.00	n/a	\$0.00
Rummage Sales, Other Fundraisers (net expenses)	2,000.00	2,855.45	143.27%	115.00
<b>4% Other Income-Fundraising</b>	<b>\$2,613.00</b>	<b>\$4,910.45</b>	<b>187.92%</b>	<b>\$115.00</b>
<b>Total Income</b>	<b>\$118,718.00</b>	<b>\$132,145.10</b>	<b>111.31%</b>	<b>\$6,457.12</b>
<b>Contributions from Savings</b>				
Restricted funds from OWL	\$2,755.00	\$1,945.00	70.60%	\$90.00
Savings	\$33,150.00	\$0.00	0.00%	0.00
<b>1% Contributions from Savings</b>	<b>\$35,905.00</b>	<b>\$1,945.00</b>	<b>5.42%</b>	<b>\$90.00</b>
<b>Total Income</b>	<b>\$154,623.00</b>	<b>\$134,090.10</b>	<b>86.72%</b>	<b>\$6,547.12</b>
<b>EXPENSES</b>				
<b>RELIGIOUS LIFE</b>				
<b>Living our Mission</b>				
Social Gatherings (food, activities)	\$600.00	\$479.75	79.96%	\$0.00
Faith Formation	200.00	124.17	62.09%	0.00
Faith in Action (BLM, UUtHeVote, Climate, others)	300.00	664.80	221.53%	0.00
Share the Plate donations	3,000.00	3,157.84	105.26%	699.60
Community Outreach/Ceremony	0.00	700.00	n/a	0.00
Interfaith Council	30.00	30.00	100.00%	0.00
<b>3% Living Our Mission</b>	<b>\$4,130.00</b>	<b>\$5,156.36</b>	<b>124.85%</b>	<b>\$699.60</b>
<b>Communicating</b>				
Advertising (brochures, posters, print ads, LED Signage)	\$800.00	\$309.09	38.64%	\$0.00
Supplies (tablecloth, clips, canopy for events)	\$0.00	\$207.47	n/a	\$155.40
Website domain/backup service/New website domain	250.00	120.99	48.40%	0.00
Printing	175.00	196.82	112.47%	61.27
Online subscripsts (Zoom, Mailchimp, Camva, GGeeks)	570.00	567.40	99.54%	26.50
"Licensing (CVL, CCS, OneLicense)"	750.00	765.40	102.05%	0.00
<b>2% Communicating</b>	<b>\$2,945.00</b>	<b>\$2,167.17</b>	<b>85.15%</b>	<b>\$243.17</b>
<b>Religious Exploration</b>				
RE Professional Development (incl LREDA membership)	\$55.00	\$0.00	0.00%	\$0.00
OWL Instructors: Training *restricted funds	250.00	250.00	100.00%	0.00
OWL Facilitator Includes FB*restricted funds	3,964.00	1,695.00	42.76%	90.00
Materials/Supplies (snacks/supplies)	200.00	267.97	133.99%	0.00
<b>3% Religious Exploration</b>	<b>\$4,469.00</b>	<b>\$2,212.97</b>	<b>49.52%</b>	<b>\$90.00</b>
<b>Worship</b>				
<b>Music</b>				
Professional Development	\$550.00	\$215.00	39.09%	\$0.00
Piano subs & guest musicians	1,000.00	825.00	82.50%	450.00
Hymnals, Supplies	0.00	202.24	n/a	110.37
PERMISSIONS/DONATIONS (music, streaming rights)	300.00	145.00	48.33%	0.00
Equipment & repairs	300.00	132.00	44.00%	0.00
<b>Music</b>	<b>\$2,150.00</b>	<b>\$1,519.24</b>	<b>70.66%</b>	<b>\$560.37</b>
<b>Sunday Services</b>				
Worship Materials	\$200.00	\$103.00	51.50%	\$30.00
Guest speakers *10 lay, 3UU	2,800.00	2,565.00	91.61%	700.00

	Sunday Services	\$3,000.00	\$2,668.00	88.93%	\$730.00
3%	Worship	\$5,150.00	\$4,187.24	81.31%	\$1,290.37
	Professional Ministry				
	Minister Professional Development	\$4,993.00	\$5,009.51	100.33%	\$0.00
3%	Professional Ministry	\$4,993.00	\$5,009.51	100.33%	\$0.00
5%	UUA Fair Share	\$7,697.00	\$7,693.98	99.96%	\$671.75
19%	RELIGIOUS LIFE TOTAL	\$28,984.00	\$26,427.23	91.18%	\$2,994.89
	OPERATING EXPENSES				
	Administrative Expenses				
	Internet-Telephones	\$2,472.00	\$2,292.98	92.76%	\$191.91
	Office Supplies (General)	400.00	327.16	81.79%	87.49
	Postage	75.00	35.00	46.67%	14.60
	Board Expenses	175.00	0.00	0.00%	0.00
	Payroll Service	1,790.00	1,749.32	97.73%	190.36
	SS Medicare, Emp taxes	3,118.00	2,685.91	86.14%	235.07
	Insurance, WC, Disability (est.)	1,953.00	1,785.53	91.42%	96.16
	Minister's disability insurance	665.00	642.00	96.54%	53.50
	Breeze/PayPal Fees	1,210.00	1,284.22	106.13%	147.71
	Technology	500.00	299.99	60.00%	0.00
	Leadership Development	600.00	0.00	0.00%	0.00
	CLM Training/Development	300.00	0.00	0.00%	0.00
	Safe Congregation Screening	200.00	0.00	0.00%	0.00
	Contingency & Miscellaneous	1,050.00	600.00	57.14%	550.00
	Minister's Discretionary Budget	300.00	0.00	0.00%	0.00
10%	Administration	\$14,808.00	\$11,702.11	79.03%	\$1,566.80
	Buildings and Grounds				
	Utilities- Palmer	\$1,692.00	\$1,447.05	85.52%	\$172.23
	Maintenance/Repairs Palmer	1,400.00	641.68	45.83%	0.00
	Electrical Upgrades	0.00	4,666.65	n/a	0.00
	Handicap Parking	2,600.00	5,552.46	213.56%	0.00
	Building Equipment-Purifer	2,500.00	2,450.00	98.00%	0.00
	Trash Removal	240.00	212.29	88.45%	17.73
	Insurance	2,677.00	2,547.00	95.14%	0.00
	Grounds	1,600.00	2,783.00	173.94%	200.00
	Cleaner-Contractor/Supplies	2,000.00	1,830.56	91.53%	285.66
	Kansas Ave/Montana Drive Property	500.00	145.84	29.17%	0.00
10%	Building & Grounds	\$15,209.00	\$22,276.53	146.47%	\$675.62
	Payroll Expense				
	Ministerial Salary	\$35,933.00	\$35,933.04	100.00%	\$2,764.08
	Ministerial Housing Allowance	14,000.00	13,999.96	100.00%	1,076.92
	Ministerial Retirement Contribution/Salary	4,993.00	4,993.04	100.00%	384.08
	Staff (Office Assistant, Music Director, digital outreach, RE, RE Childcare & worship serv tech)	40,596.00	\$35,012.01	86.03%	3,073.14
62%	Payroll Expense	\$95,622.00	\$89,938.05	94.06%	\$7,298.22
81%	Operating Expenses	\$125,639.00	\$123,916.69	98.63%	\$9,540.64
	Total Expenses	\$154,623.00	\$150,343.92	97.23%	\$12,535.53
	REVENUES	\$154,623.00	\$134,090.10		\$6,547.12
	EXPENSES	154,623.00	150,343.92		12,535.53
	NET INCOME	\$0.00	-\$16,253.82		-\$5,988.41
	Cash Balances as of 12/31/2024				
	Community Bank Checking Accounts	\$8,877.27			
	Glens Fall National Bank Checking Account	1,000.00			
	Glens Fall National Bank Savings Account	17,728.31			
	Refugee Project bank Account	3,100.00			
	Oak View National Bank- 12 months CD	31,199.29			
	UU Endowment Fund unrealized gains/loss recognized at year end	162,643.87			

	Total Cash	\$224,548.74		
	2025 Prepaid Pledges received as of 12/31/2024-\$17,604.69 not recorded as revenue until 2025 but reflected in the cash balances			

## UUFP 2025 PROPOSED BUDGET WORKSHEET

		Proposed Budget	Adopted Budget
		2025	2024
<b>REVENUE/INCOME</b>			
<b>Contributions</b>			
	Share the Plate Donations	\$5,000.00	\$6,000.00
	Other Donations	7,000.00	2,000.00
	Pledges includes the matching funds	101,105.00	101,105.00
	Uncollectables 3% in 2022 & 2023, 1% in 2024	(1,011.00)	(1,000.00)
	Interest Income	10,000.00	8,000.00
<b>77%</b>	<b>Contributions</b>	<b>\$122,094.00</b>	<b>\$116,105.00</b>
<b>Other Income</b>			
	Misc. Income	\$500.00	\$0.00
	Rental Income	600.00	\$613.00
	Community Outreach/Memorial Services	1,200.00	\$0.00
	Rummage Sales, Other Fundraisers	2,500.00	2,000.00
<b>3%</b>	<b>Other Income-Fundraising</b>	<b>\$4,800.00</b>	<b>\$2,613.00</b>
	<b>Total Income</b>	<b>\$126,894.00</b>	<b>\$118,718.00</b>
<b>Contributions from Savings</b>			
	Restricted funds from OWL	\$0.00	\$2,755.00
	Savings	31,656.00	\$33,150.00
<b>20%</b>	<b>Contributions from Savings</b>	<b>\$31,656.00</b>	<b>\$35,905.00</b>
	<b>Total Income</b>	<b>\$158,550.00</b>	<b>\$154,623.00</b>
<b>EXPENSES</b>			
<b>RELIGIOUS LIFE</b>			
<b>Living our Mission</b>			
	Social Gatherings (food, activities)	\$900.00	\$600.00
	Faith Formation	200.00	200.00
	Faith in Action (BLM, UUtheVote, Climate, Sponsorships)	800.00	300.00
	Share the Plate donations	2,500.00	3,000.00
	Community Outreach/Ceremony (offset by revenue)	1,050.00	0.00
	Interfaith Council	30.00	30.00
<b>3%</b>	<b>Living Our Mission</b>	<b>\$5,480.00</b>	<b>\$4,130.00</b>
<b>Communicating</b>			
	Advertising (brochures, posters, print ads, LED Signage)	\$590.00	\$800.00
	Website domain/backup service/New website domain	180.00	250.00
	Printing	65.00	175.00
	Online subscrpts (Zoom, Mailchimp, Canva, GGeeks)	962.00	570.00
	"Licensing (CVLI, CCS, OneLicense)"	1,150.00	750.00
<b>2%</b>	<b>Communicating</b>	<b>\$2,947.00</b>	<b>\$2,545.00</b>
<b>Religious Exploration</b>			
	RE Professional Development (incl LREDA membership)	\$55.00	\$55.00
	RE Instructor/Teacher	5,278.00	4,767.00
	OWL Instructors: Training *restricted funds	0.00	250.00
	OWL Facilitator includes FB*restricted funds	0.00	3,964.00
	Childcare Care Staff (2 positions)	3,980.00	500.00
	Childcare for Fellowship Events	1,200.00	0.00

	Materials/Supplies (snacks/supplies)	200.00	200.00
7%	<b>Religious Exploration</b>	<b>\$10,713.00</b>	<b>\$9,736.00</b>
	<b>Worship</b>		
	<b>Music</b>		
	Professional Development	\$90.00	\$550.00
	Piano subs & guest musicians	1,900.00	1,000.00
	Hymnals, Supplies	0.00	0.00
	PERMISSIONS/DONATIONS (music, streaming rights)	480.00	300.00
	Equipment & repairs	300.00	300.00
	<b>Music</b>	<b>\$2,770.00</b>	<b>\$2,150.00</b>
	<b>Sunday Services</b>		
	Food	\$300.00	\$-
	Worship Materials	200.00	\$200.00
	Guest speakers*10 lay, 3UU	3,850.00	2,800.00
	<b>Sunday Services</b>	<b>\$4,350.00</b>	<b>\$3,000.00</b>
4%	<b>Worship</b>	<b>\$7,120.00</b>	<b>\$5,150.00</b>
	<b>Professional Ministry</b>		
	Minister Professional Development	\$5,200.00	\$4,993.00
3%	<b>Professional Ministry</b>	<b>\$5,200.00</b>	<b>\$4,993.00</b>
5%	<b>UUA Fair Share</b>	<b>\$8,250.00</b>	<b>\$7,697.00</b>
25%	<b>RELIGIOUS LIFE TOTAL</b>	<b>\$39,710.00</b>	<b>\$34,251.00</b>
	<b>OPERATING EXPENSES</b>		
	<b>Administrative Expenses</b>		
	Internet-Telephones	2,350.00	\$2,472.00
	Office Supplies (General)	300.00	400.00
	Postage	50.00	75.00
	Board Expenses	175.00	175.00
	Payroll Service	1,921.00	1,790.00
	SS Medicare, Emp taxes	3,567.00	3,118.00
	Insurance, WC, Disability (est.)	1,927.00	1,953.00
	Minister's disability insurance	665.00	665.00
	Breeze/PayPal Fees	1,278.00	1,210.00
	Technology	300.00	500.00
	Leadership Development	600.00	600.00
	CLM Training/Development	300.00	300.00
	Safe Congregation Screening	100.00	200.00
	Visa Applications Fees	1,000.00	0.00
	Composting	300.00	0.00
	AUUA Membership	50.00	0.00
	Contingency & Miscellaneous	300.00	1,050.00
	Minister's Discretionary Budget	300.00	300.00
10%	<b>Administration</b>	<b>\$15,483.00</b>	<b>\$14,808.00</b>
	<b>Buildings and Grounds</b>		
	Utilities: Palmer	\$1,692.00	\$1,692.00
	Maintenance/Repairs Palmer	1,900.00	1,400.00
	Handicap Parking	0.00	2,600.00
	Building Equipment-Purifer	0.00	2,500.00
	Trash Removal	240.00	240.00

	Insurance	2,677.00	2,677.00
	Grounds	1,600.00	1,600.00
	Cleaner-Contractor/Supplies	2,000.00	2,000.00
	Kansas Ave/Montana Drive Property	500.00	500.00
<b>7%</b>	<b>Building &amp; Grounds</b>	<b>\$10,609.00</b>	<b>\$15,209.00</b>
	<b>Payroll Expense</b>		
	Ministerial Salary	\$36,431.00	\$35,933.00
	Ministerial Housing Allowance	15,000.00	14,000.00
	Ministerial Retirement Contribution/Salary	5,143.00	-4,993.00
	Staff (Office Assistant, Music Director, digital outreach, worship serv	36,174.00	35,429.00
<b>58%</b>	<b>Payroll Expense</b>	<b>\$92,748.00</b>	<b>\$90,355.00</b>
<b>75%</b>	<b>Operating Expenses</b>	<b>\$118,840.00</b>	<b>\$120,372.00</b>
	<b>Total Expenses</b>	<b>\$158,550.00</b>	<b>\$154,623.00</b>
	<b>REVENUES</b>	<b>\$158,550.00</b>	<b>\$154,623.00</b>
	<b>EXPENSES</b>	<b>158,550.00</b>	<b>154,623.00</b>
	<b>NET INCOME</b>	<b>\$0.00</b>	<b>\$0.00</b>
	<b>Cash Balances as of 12/31/2024</b>		
	Community Bank Checking Accounts		\$8,877.27
	Glens Fall National Bank Checking Account		1,000.00
	Glens Fall National Bank Savings Account		17,728.31
	Refugee Project bank Account		3,100.00
	Oak View National Bank- 12 months CD		31,199.29
	UU Endowment Fund		162,643.87
	<b>Total Cash</b>		<b>\$224,548.74</b>

## January 2025 Bi-Monthly Board Report

By the time of our January Board Meeting, only 2.5 weeks will remain until I depart on sabbatical. Huge thanks are due to the board, the Worship Team, and to the Sabbatical Planning Team for efficiently planning for solid coverage during my absence. Please note a slight adjustment as to my sabbatical dates: my sabbatical programming begins on February 1, though I will still return on May 18<sup>th</sup>. I will be back before you know it!

December was dominated by preparations for the Christmas Eve service - always a high point of the year - whose success is always in large part due to the labor of love offered by Jo El Miano, Music Director. Thank you, Jo El, as well as to the large cast of singers and readers! I see this service as a significant community offering. During the two weeks between Christmas Eve and the first full week in January I was able to take back the overtime hours that had accumulated in the fall, and start the new year off fresh.

I'd like to thank the board for the surprise bonus I received with my final paycheck of 2024!

**Supporting and Developing Leadership** Our staff team has been consolidated, now that Jason Murray will be occupying three of the small staff positions: Tech, Digital Outreach, and Event Staff. This feels more streamlined and easier in terms of communication between staff and lightens my load as supervisor.

In the area of lay leadership, I'm pleased to note that over the past two months I have supported the recruitment and development of new lay leaders by *stepping back* ... new Worship Team members have become engaged after participating in an excellent training session led by Dorothy Latta (which I did not attend); the Connect In Community Implementation Team has been developing dynamic leadership with only occasional participation from me, and at my request, the board and Worship Team have agreed to lead a joining ritual for new members during my sabbatical.

Overall, the announcement model called "Did You Know ... ?" (an invention of a member of the Committee on Ministry) has been proving useful for rallying a modest number of new volunteers.

**Pastoral Care** I have continued to support members through one on one meetings and phone calls, and several more meetings are scheduled through to my departure at the end of the month. Dorothy Latta, CLM, will be the point person for pastoral care during my absence.

**Outreach and Engagement** The fellowship is actively succeeding in offering engagement and connection-building opportunities to people of all ages, and the lull that came over the fellowship during the pandemic seems to have been overcome. New people continue to attend our services and to express enthusiasm. Response to the monthly Connect In Community Sundays has been uniformly positive, and Fun Fridays also attract many repeat participants. Darlynn Bates, Lori Neuhaus, and their spouses have agreed to anchor Fun Fridays while I am away, and Jason Murray will ensure the room is set/then reset for Sunday.

**Professional Growth and Development** After attending my second meeting of the Greenfield Study Group (the longest-running study group for UU ministers) I opted to not remain involved, out of an objection to their membership policy. I hope to put some of my commitment to lifelong learning into

the challenge of creating a more inclusive model for collegial study and support, and to this end have joined the planning team for the 2026 "UUMA Institute for the Learning Ministry."

**Organizational Health** With the support of your Office Administrator and Dorothy Latta for HR, I finally have an up-to-date version of the HR Personnel Policy Manual to present to you! This version incorporates recent recommendations from the UUA's Office of Church Staff Finances, as well as changes to the New York state labor code. Once approved by the board, all staff will receive a copy of this most recent version of the policy manual.

Respectfully submitted, *Rev. Nicoline Guerrier*