

UUFP Board Meeting, February 18, 2025

In attendance: Nicholas Hunt-Bull, Ursula Jones,
 Mark Preston, Tana Hanley, Jerry Bates (non-voting member)
 Absent: Connie Shemo, Megan Morrissey and Rev. Nicoline Guerrier
 Notetaker: Meeting recorded

Item	Discussion	If a task is involved, who is overseeing it and deadline?														
Check-in	Mark started the meeting with a check in.															
Minutes	Nicholas asked if there were any comments or changes to the January 14, 2025 board meeting minutes. No objections, minutes of the January 14, 2025 Board meeting are approved.															
Treasurer's Report	<p>Ursula reviewed the following report,</p> <p>The UUFP 2025 Budget Worksheet Revenue/Income column shows a total income of \$29,169.40 for January 2025 with the largest contributing income line being "Pledges includes the matching funds & Prepaid pledges". At the start of the year we enter in the January column and pledge row all of the pre-paid pledges for 2025 made in 2024 as well as the pledge payments made in January. The total of the two is entered appearing as if all was received this year, \$28,090.43. Other income received in January include Share the Plate Donation \$706, Other Donation \$211.46, Rental income \$50, Gift Basket \$100, Rummage Sales \$160 for a total income of \$29,169.40 or 22.9% of projected budget while only at 8.3% of the year has elapsed.</p> <p>In terms of expenses, Religious Life has spent \$3,969.40 or 13% of projected expenses; Operating expenses were \$9,072.53 or 7.2% of projections with Total Expenses being \$13,091.73 or 8.23%.</p> <p>Cash Balances as of 01/31/2025</p> <table data-bbox="310 1500 1041 1759"> <tr> <td>Community Bank Checking Account</td> <td>\$7,019.29</td> </tr> <tr> <td>Glens Falls National Bank Checking Account</td> <td>1,000.00</td> </tr> <tr> <td>Glens Falls National Bank Savings Account</td> <td>17,729.82</td> </tr> <tr> <td>Refugee Project Bank Account</td> <td>3,100.00</td> </tr> <tr> <td>Oak View National Bank CD 12 month CD</td> <td>31,199.06</td> </tr> <tr> <td>UU Endowment Fund as of 12/31/24</td> <td><u>168,834.06</u></td> </tr> <tr> <td>Total Cash</td> <td>\$228,882.46</td> </tr> </table>	Community Bank Checking Account	\$7,019.29	Glens Falls National Bank Checking Account	1,000.00	Glens Falls National Bank Savings Account	17,729.82	Refugee Project Bank Account	3,100.00	Oak View National Bank CD 12 month CD	31,199.06	UU Endowment Fund as of 12/31/24	<u>168,834.06</u>	Total Cash	\$228,882.46	
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	The CD with Oak View National Bank comes to maturity on 2/23/25 at which time we will move the balance to our savings account Glens Falls National Bank to be utilized as needed for this year's budget deficit.	
Business Arising	Update on Safety Committee – Connie is absent; will update at March's meeting	Safety Committee - add to March's agenda.
Lay Minister's Update	Dorothy reported to the board everything going well in Rev. Nicoline's absence. Worship Team is doing well so far.	
Cleaner Position	Board discussed options for filling the cleaner position. Board made decision to fill in house.	Tana to prepare paperwork.
Leadership Development Committee	Board discussed the secretary position on the board. Current roles are co-chairs, treasurer, secretary and 3 at-large members. Board decided to remove secretary role. Bylaws must be updated to do this and also discussed change description of "at large" seats up to 3.	Work on changing the bylaws for secretary position and description of "at large" seats.
Minister Evaluation Committee	The board agreed to appoint three people to the Minister's Evaluation Committee. At this time Nicholas is the only member of the Committee.	Need to finalize members of the Minister's Evaluation Committee.
Take away from January's Annual Meeting	Board discussed how the annual meeting went. Jerry concerned of the future; need to plan and should be considering "long term issues" on a regular basis. Nicholas suggested that the board consider one issue regarding long term planning at each meeting, starting with pledging patterns.	Jerry to educate board on pledging patterns at next meeting
Other Business	Board discussed 8 th Principle; Tana to review and at next meeting discuss a proposed action item.	Next meeting add to agenda 8th Principle Proposed action item.
Next Meeting	Next Board meeting is March 18, 2025 at 6:30 PM Future Board Meeting time is 6:30 PM and dates are as follows: April 15, 2025, May 20, 2025 and June 17, 2025.	.
Check Out	Mark ended the meeting with a check out.	

UJFP 2025 BUDGET WORKSHEET

		ADOPTED	As of	% Earned	
		2025	2/28/2025	/Used	February
REVENUE/INCOME					
% of					
Budget	2025 Contributions				
	Share the Plate Donations	\$5,000.00	\$1,419.00	28.38%	\$713.00
	Other Donations	7,000.00	232.46	3.32%	21.00
	Pledges includes the matching funds& Prepaid Pledges)	101,406.00	36,202.08	35.70%	8,111.65
	Uncollectables (1.5% 2021) - 3% in 2022 & 2023	(1,011.00)	0.00	0.00%	0.00
	Interest income	10,000.00	1,473.96	14.74%	1,472.45
77%	Contributions	\$122,395.00	\$39,327.50	32.13%	\$10,318.10
	Other Income				
	Misc. Income	\$500.00	\$0.00	n/a	\$0.00
	Rental Income	600.00	110.00	18.33%	60.00
	Community Outreach/Memorial Services	1,200.00	0.00	n/a	0.00
	Gift Basket Raffle	0.00	185.00	n/a	75.00
	Rummage Sales, Other Fundraisers (net expenses)	2,500.00	0.00	0.00%	0.00
3%	Other Income-Fundraising	\$4,800.00	\$295.00	6.15%	\$135.00
	Total Income	\$127,195.00	\$39,622.50	31.15%	\$10,453.10
	Savings	\$31,355.00	\$0.00	0.00%	0.00
20%	Contributions from Savings	\$31,355.00	\$0.00	0.00%	\$0.00
	Total Income	\$158,550.00	\$39,622.50	24.99%	\$10,453.10
EXPENSES					
RELIGIOUS LIFE					
	Living our Mission				
	Social Gatherings (food, activities)	\$900.00	\$203.39	22.60%	\$87.39
	Faith Formation	200.00	0.00	0.00%	0.00
	Faith in Action (BLM, UUtheVote, Climate, others)	800.00	0.00	0.00%	0.00
	Share the Plate donations	2,500.00	734.50	29.38%	304.00
	Community Outreach/Ceremony (offset by revenue)0	1,050.00	0.00	n/a	0.00
	Interfaith Council	30.00	0.00	0.00%	0.00
3%	Living Our Mission	\$5,480.00	\$937.89	17.11%	\$391.39
	Communicating				
	Advertising (brochures, posters, print ads, LED Signage)	\$590.00	\$0.00	0.00%	\$0.00
	Website domain/backup service/New website domain	180.00	36.17	20.09%	36.17
	Printing	65.00	0.00	0.00%	0.00
	Online subscrpts (Zoom, Mailchimp, Canva, GGeeks)	962.00	53.00	5.51%	26.50
	"Licensing (CVU, CCS, OneLicense)"	1,150.00	0.00	0.00%	0.00
2%	Communicating	\$2,947.00	\$89.17	3.03%	\$62.67
	Religious Exploration				
	RE Professional Development (incl LREDA membership)	\$55.00	\$0.00	0.00%	\$0.00
	Materials/Supplies (snacks/supplies)	200.00	49.72	24.86%	0.00
1%	Religious Exploration	\$255.00	\$49.72	19.50%	\$0.00
	Worship				
	Music				
	Professional Development	\$90.00	\$0.00	0.00%	\$0.00
	Piano subs & guest musicians	1,900.00	175.00	9.21%	175.00
	Hymnals, Supplies	0.00	0.00	n/a	0.00
	PERMISSIONS/DONATIONS (music, streaming rights)	480.00	0.00	0.00%	0.00
	Equipment & repairs	300.00	132.00	44.00%	132.00
	Music	\$2,770.00	\$307.00	11.08%	\$307.00
	Sunday Services				
	Food	\$300.00	\$24.93	8.31%	0.00
	Worship Materials	200.00	0.00	0.00%	\$0.00
	Guest speakers*10 lay, 3UU	3,850.00	0.00	0.00%	0.00
	Sunday Services	\$4,350.00	\$24.93	0.57%	\$0.00

4%	Worship		\$7,120.00	\$331.93	4.66%	\$307.00
	Professional Ministry					
	Minister Professional Development		\$5,200.00	\$3,150.00	60.58%	\$500.00
3%	Professional Ministry		\$5,200.00	\$3,150.00	60.58%	\$500.00
5%	UUA Fair Share		\$8,250.00	\$1,343.50	16.28%	\$671.75
18%	RELIGIOUS LIFE TOTAL		\$29,252.00	\$5,902.21	20.18%	\$1,932.81
	OPERATING EXPENSES					
	Administrative Expenses					
	Internet-Telephones		\$2,350.00	\$384.22	16.35%	\$192.11
	Office Supplies (General)		300.00	0.00	0.00%	0.00
	Postage		50.00	43.80	87.60%	0.00
	Board Expenses		175.00	0.00	0.00%	0.00
	Payroll Service		1,921.00	377.61	19.66%	123.55
	SS Medicare, Emp taxes		3,567.00	467.62	13.11%	241.90
	Insurance, WC, Disability (est.)		1,927.00	264.77	13.74%	134.60
	Minister's disability insurance		665.00	107.00	16.09%	53.50
	Breeze/PayPal Fees		1,278.00	199.05	15.58%	98.60
	Technology		300.00	0.00	0.00%	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		100.00	0.00	0.00%	0.00
	Visa Application Fees		1,000.00	0.00	0.00%	0.00
	Composting		300.00	0.00	0.00%	0.00
	AUUA Membership		50.00	50.00	100.00%	50.00
	Contingency & Miscellaneous		300.00	0.00	0.00%	0.00
	Minister's Discretionary Budget		300.00	80.00	26.67%	0.00
10%	Administration		\$15,483.00	\$1,974.07	12.75%	\$894.26
	Buildings and Grounds					
	Utilities: Palmer		\$1,692.00	\$578.23	34.17%	\$342.19
	Maintenance/Repairs Palmer		1,900.00	298.00	15.68%	85.00
	Trash Removal		240.00	38.03	15.85%	19.05
	Insurance		2,677.00	1,296.00	48.41%	1,296.00
	Grounds		1,600.00	300.00	18.75%	300.00
	Cleaner-Contractor/Supplies		2,000.00	131.25	6.56%	0.00
	Kansas Ave/Montana Drive Property		500.00	90.69	18.14%	0.00
7%	Building & Grounds		\$10,609.00	\$2,732.20	25.75%	\$2,042.24
	Payroll Expense					
	Ministerial Salary		\$36,431.00	\$5,604.76	15.38%	\$2,802.38
	Ministerial Housing Allowance		15,000.00	2,307.68	15.38%	1,153.84
	Ministerial Retirement Contribution/Salary		5,143.00	791.24	15.38%	395.62
	Staff (Office Assistant, Music Director, digital outreach, RE, RE Childcare & worship serv tech)		46,632.00	\$6,112.96	13.11%	3,162.04
65%	Payroll Expense		\$103,206.00	\$14,816.64	14.36%	\$7,513.88
82%	Operating Expenses		\$129,298.00	\$19,522.91	15.10%	\$10,450.38
	Total Expenses		\$158,550.00	\$25,425.12	16.04%	\$12,383.19
	REVENUES		\$158,550.00	\$39,622.50		\$10,453.10
	EXPENSES		158,550.00	25,425.12		12,383.19
	NET INCOME		\$0.00	\$14,197.38		-\$1,930.09
	Cash Balances as of 02/28/2025					
	Community Bank Checking Accounts		\$3,657.75			
	Glens Fall National Bank Checking Account		1,000.00			
	Glens Fall National Bank Savings Account		50,401.56			
	Refugee Project bank Account		3,500.00			
	Oak View National Bank- 12 months CD		0.00			

	UU Endowment Fund (as of 12/31/24)	168,834.06		
	Total Cash	\$227,393.37		