

UUFP Board Meeting, March 18, 2025

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

Item	Discussion	If a task is involved, who is overseeing it and deadline?
Check-in	Tana started the meeting with a check in.	
Minutes	Nicholas asked if there were any comments or changes to the February 18, 2025 board meeting minutes. The board discussed members for the Minister's Evaluation Committee; need to place on April's agenda. No objections, minutes of the February 18, 2025 Board meeting are approved.	Add Minister's Evaluation Committee to April's agenda.
RE Update	<p>Kris updated the board on the Sunday morning Children's Program. Last Sunday, 11 kids attended and the oldest was 6 years old. Currently with the 3 RE Helpers and herself; things are going well. Her goal is to keep the kids happy and safe. Working on having UUA relationships practicing kindness, support and positiveness. With moving Rev. Nicoline's space into the office area the current basement space is accommodating the RE Program at this time.</p> <p>Not relying on parents for the RE Program; parents are there for themselves and some are involved in the Sunday services. Kris invited board members to come visit anytime. Nicholas thanked Kris for coming to the meeting and all of her hard work. Kris left the meeting at this point.</p>	
Treasurer's Report	<p>Ursula reported with 2 months into the year; nothing out of the ordinary has happened. Pledges collected is at 35%. The end of February marked the completion of 16.6% of the year and while our expenses were in line with projections at 16.04% (\$25,425) our income exceeded projections at 24.99% (\$39,622.50). Our pledges were included in this amount and at present are at 35.7% (\$36,202) reflecting the giving pattern of some members to pay their full pledge at the end of the preceding year or at the beginning of the current year. We also earned \$1,473.96 in interest last month from the CD with Oak View Bank that came to maturity on 2/23/25. The balance was transferred to our savings account with Arrow Bank (formerly Glens</p>	

	Falls National Bank) to be utilized as needed for this year's budget deficit. Our total cash balance has decreased slightly over last month and is \$227,393.37 as of 2/28/25.	
Business Arising	<p>Update on Safety Committee – Connie passed; add to April's agenda.</p> <p>What is happening with the secretary position? Nicholas stated the Board made a motion to remove the secretary position at the last meeting. Changes to the bylaws need to be done and posted thirty days prior to the June's annual meeting. Ursula offered to update the bylaws for April's meeting.</p> <p>Update on Refugee Project – Connie stated family has arrived; family is doing well. They are working on employment. Struggling with finding housing; anyone that knows of any housing please talk to Ursula or Connie. Ursula stated the family has been very busy with many meetings. Once an apartment is found; child will be enrolled in school. Transition going very well; feel very blessed. If anyone would like to help with the transition; feel free to reach out to Ursula.</p>	<p>Add update of Safety Committee to April's agenda.</p> <p>Ursula updating Bylaws for April's board meeting.</p>
Rev. Nicoline's Visa Application	Nicholas stated no funds were included in the 2025 budget for a visa lawyer for Rev. Nicoline's visa renewal application. Due to the current political events; Rev. Nicoline is concerned about the visa renewal application. Lawyer's costs vary between \$1,000 and \$5,000. Nicholas made a motion to hire a lawyer. A round discussion took place. Ursula will consult with the immigration office on a lawyer recommendation to at least obtain a consultation. Nicholas will inquire with the Chamber of Commerce. Ursula and Nicholas will report back to the board after the consultation and then decision will be made. Connie will update Rev. Nicoline.	<p>Ursula and Nicholas will do some research on a lawyer for a consultation.</p> <p>Connie will let Rev. Nicoline know the board's decision on the visa lawyer.</p>
General Assembly Delegate	Nicholas stated Jason Murray inquired on being a delegate at the GA Assembly in June. A discussion took place regarding how and when the board makes a decision on who attends. Generally, the Leadership Development Committee opens it to all members and makes a recommendation to the board. Board reviewed past delegates and costs for attending. Tana to prepare an announcement for E-news for GA delegates.	Tana to prepare E-news announcement for GA Delegates.
8 th Principle	Tana reviewed the recommendations to take action for small congregations to Widening the Circle. They are as follows: <ul style="list-style-type: none"> -Dedicate a minimum number of services per year for inclusion, equality and training for the congregation -Develop training for board members and members in a leadership position -Develop a DEI Budget to develop a library -Perform an audit of our policies and procedures 	

	<p>Discussion took place on the recommendations. Nicholas recommended implementing number one and two. Recommendation is to provide three services a year and at the next board retreat provide training to the board members. All board members agreed with the recommendations. Nicholas thanked Tana for all of the work done on this matter.</p>	
Pledging	<p>Jerry apologized for the confusion with the report sent out earlier in the month. Jerry stated he was hoping for a discussion or questions on long range goals the Board would like to see pursued by the board, by the congregation or both. If we can begin to define the goals and what kind of measures we take to obtain the goals. Pledges patterns are the concern of the Finance Committee; multi year trends are a board concern. Jerry asked for a round to discuss long- term goals.</p>	
Next Meeting	<p>Next Board meeting is April 15, 2025 at 6:30 PM</p> <p>Future Board Meeting time is 6:30 PM and dates are as follows: May 20, 2025 and June 17, 2025.</p>	.
Check Out	<p>Tana ended the meeting with a check out.</p>	

UJFP 2025 BUDGET WORKSHEET

		ADOPTED	As of	% Earned	
		2025	3/31/2025	/Used	March
REVENUE/INCOME					
% of					
Budget	2025 Contributions				
	Share the Plate Donations	\$5,000.00	\$2,017.60	40.35%	\$598.60
	Other Donations	7,000.00	232.46	3.32%	0.00
	Pledges includes the matching funds& Prepaid Pledges}	101,406.00	49,073.16	48.39%	12,871.08
	Uncollectables (1.5% 2021) - 3% in 2022 & 2023	(1,011.00)	0.00	0.00%	0.00
	Interest Income	10,000.00	1,480.99	14.81%	7.03
77%	Contributions	\$122,395.00	\$52,804.21	43.14%	\$13,476.71
	Other Income				
	Misc. Income	\$500.00	\$0.00	n/a	\$0.00
	Rental Income	600.00	160.00	26.67%	50.00
	Community Outreach/Memorial Services	1,200.00	0.00	n/a	0.00
	Gift Basket Raffle	0.00	265.00	n/a	80.00
	Rummage Sales, Other Fundraisers (net expenses)	2,500.00	0.00	0.00%	0.00
3%	Other Income-Fundraising	\$4,800.00	\$425.00	8.85%	\$130.00
	Total Income	\$127,195.00	\$53,229.21	41.85%	\$13,606.71
	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	\$53,229.21	33.57%	\$13,606.71
EXPENSES					
RELIGIOUS LIFE					
	Living our Mission				
	Social Gatherings (food, activities)	\$900.00	\$203.39	22.60%	\$0.00
	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	1,033.80	41.35%	299.30
	Community Outreach/Ceremony (offset by revenue)	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	\$1,237.19	22.58%	\$299.30
	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	144.17	80.09%	108.00
	Printing	65.00	13.52	20.80%	13.52
	Online subscripts (Zoom, Mailchimp, Canva, GGeeks)	962.00	224.50	23.34%	171.50
	"Licensing (CVLI, CCS, OneLicense)"	1,150.00	526.32	45.77%	526.32
2%	Communicating	\$2,947.00	\$908.51	30.83%	\$819.34
	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%	0.00
	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%	0.00
	Music	\$2,770.00	\$307.00	11.08%	\$0.00
	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	175.00	4.55%	175.00
	Sunday Services	\$4,350.00	\$199.93	4.60%	\$175.00

4%	Worship		\$7,120.00	\$506.93	7.12%	\$175.00
	Professional Ministry					
	Minister Professional Development		\$5,200.00	\$3,538.00	68.04%	\$388.00
3%	Professional Ministry		\$5,200.00	\$3,538.00	68.04%	\$388.00
5%	UUA Fair Share		\$8,250.00	\$2,015.25	24.43%	\$671.75
18%	RELIGIOUS LIFE TOTAL		\$29,252.00	\$8,255.60	28.22%	\$2,353.39
	OPERATING EXPENSES					
	Administrative Expenses					
	Internet- Telephones		\$2,350.00	\$576.33	24.52%	\$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	501.16	26.09%	123.55
	SS Medicare, Emp taxes		3,567.00	695.72	19.50%	228.10
	Insurance, WC, Disability (est.)		1,927.00	395.58	20.53%	130.81
	Minister's disability insurance		665.00	160.50	24.14%	53.50
	Breeze/PayPal Fees		1,278.00	297.61	23.29%	98.56
	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	15.00	5.00%	15.00
	AUUA Membership		50.00	50.00	100.00%	0.00
	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	\$2,815.70	18.19%	\$841.63
	Buildings and Grounds					
	Utilities: Palmer		\$1,692.00	\$844.06	49.89%	\$265.83
	Maintenance/Repairs Palmer		1,900.00	298.00	15.68%	0.00
	Trash Removal		240.00	57.17	23.82%	19.14
	Insurance		2,677.00	1,296.00	48.41%	0.00
	Grounds		1,600.00	300.00	18.75%	0.00
	Cleaner-Contractor/Supplies		2,000.00	211.25	10.56%	80.00
	Kansas Ave/Montana Drive Property		500.00	90.69	18.14%	0.00
7%	Building & Grounds		\$10,609.00	\$3,097.17	29.19%	\$364.97
	Payroll Expense					
	Ministerial Salary		\$36,431.00	\$8,407.14	23.08%	\$2,802.38
	Ministerial Housing Allowance		15,000.00	3,461.52	23.08%	1,153.84
	Ministerial Retirement Contribution/Salary		5,143.00	1,186.86	23.08%	395.62
	Staff (Office Assistant, Music Director, digital outreach, RE, RE Childcare & worship serv tech)		46,632.00	\$9,014.60	19.33%	2,901.64
65%	Payroll Expense		\$103,206.00	\$22,070.12	21.38%	\$7,253.48
82%	Operating Expenses		\$129,298.00	\$27,982.99	21.64%	\$8,460.08
	Total Expenses		\$158,550.00	\$36,238.59	22.86%	\$10,813.47
	REVENUES		\$158,550.00	\$53,229.21		\$13,606.71
	EXPENSES		158,550.00	36,238.59		10,813.47
	NET INCOME		\$0.00	\$16,990.62		\$2,793.24
	Cash Balances as of 03/31/2025					
	Community Bank Checking Accounts		\$15,792.47			
	Glens Fall National Bank Checking Account		1,000.00			
	Glens Fall National Bank Savings Account		40,408.59			
	Refugee Project bank Account		5,366.00			
	Oak View National Bank- 12 months CD		0.00			

	UU Endowment Fund (as of 12/31/24)	168,834.06		
	Total Cash	5231,401.12		