UUFP Board Meeting, July 21, 2026

In attendance: Nicholas Hunt-Bull, Tana Hanley, Suzanne Chatlos, Michael Vaughan, Vincine Fallica, David Spinner, Nick Dubay and Ursula Jones (non-voting member) and Lisa Bulriss

Notetaker: Lisa Bulriss

Item	Discussion	If a task is involved, who is overseeing it and deadline?
Check In	Tana	
June 16, 2026 Board Meeting Minutes	Nicholas asked if there were any comments or changes to the June 16, 2026 board meeting minutes. No objections, minutes of the June 16, 2026 board meeting minutes are approved.	
June 14, 2026 Annual Congregational Meeting Minutes	Nicholas asked if there were any comments or changes to the June 14, 2026 annual congregational meeting minutes. Ursula asked whether a signature could be added to the approved minutes for banking purposes. After discussion, the Board agreed that the Annual Congregational meeting minutes will include the words 'transcribed by', the person's name and the date on which they were approved. Lisa will add this information to the June 14th minutes and all future ones. No objections, minutes of the June 14, 2026 annual congregational meeting minutes are approved with the additional information.	
Treasurer's Report	Nicholas reviewed the Treasurer's Report with the board. We are halfway through the year; currently we are at 72% of income, and overall expenses are at 48%. The closing on the Kansas and Montana Avenue lot was completed a few weeks ago. After closing, a deposit of $132,051.57 was made. In the near future a transfer will be made to the UUA Common Endowment fund which is separate entity from the UUA. Nicholas shared a letter with the board from Church Mutual stating they will no longer provide the policy we carry that expires in October 2026.This item will be discussed at a later time during the meeting. Nicholas will prepare an announcement for the Enews informing the congregation the sale of the Kansas Ave lot is complete. No questions or comments with the report. Vini asked if there were any objections to accepting June 30, 2026 Treasurer's Report, no objections, June 30, 2026 Treasurer's Report accepted.	**Nicholas to prepare an Enews announcement about the sale of the Kansas Ave lot.**
Securing	Lisa informed the board the grant was submitted on July 8th. Grant	

Communities Against Hate Crimes (SCAHC) Grant Update	included 3 requests: Outside surveillance security camera system, update exterior lighting and interior entrance/basement stairway lighting and update access control pad on side entrance door. Notice of award is the beginning of September. Tana and Nicholas thanked the CLG team for all their work with the grant.	
Fundraising Ideas Update	Tana updated the board on her recent conversations with individuals who had previously expressed interest in assisting with a fundraising committee. Unfortunately, they are no longer able to participate. At this time, Mark Preston is the only member who has volunteered to serve on the committee, although he is not willing to chair it. Ursula talked to Shaun regarding the Arts and Crafts Sale and she agreed this type of fundraiser is labor intense. Discussion took place of garage sales and different options. Currently there is no resolution with starting the fundraising committee.	
Employee Supervisor(s)	With the recent changes to the board members, the board reviewed employee supervision responsibilities. Currently, Mark supervised the RE director, Ursula supervised the Office Assistant, and Nicholas supervised the Digital Outreach Specialist and Music Director. Supervision responsibilities include serving as the primary board contact, providing support and conducting regular check-ins as needed. After discussion, the following was decided: Tana will supervise Music Director, Nicholas will supervise Office Assistant and Suzannah will supervise RE Director and Digital Outreach Specialist. Lisa will update the staff members at the Thursday staff meeting and also send Suzannah an email on procedures.	**Lisa to update staff of new supervisors:** **Tana – Jo El** **Suzannah – Jason and Kris** **Nicholas - Lisa**
Request from Interfaith Food Shelf	Tana stated the Co-chairs received an email from Dorotha Latta requesting a donation on behalf of the Interfaith Food Shelf's Annual Golf Tournament. The request was either a gift basket for the raffle or a $100 monetary donation. Tana volunteered to prepare and donate a raffle gift basket on behalf of the fellowship. Nicholas thanked Tana for her willingness to coordinate the donation on the Fellowship's behalf.	**Tana to prepare raffle gift basket for Interfaith Food Shelf's golf tournament.**
Insurance	Nicholas stated we received a letter from Church Mutual whose is the fellowship insurance coverage stating the current insurance policy will not renew when it expires on 10/15/26. They are offering a new premier insurance policy. Nicholas wishes to create a subcommittee to explore insurance options and come back with a recommendation to the board. David and Tana volunteered to serve on the subcommittee. Nicholas to coordinate a meeting time with the subcommittee. Lisa will send UUA Insurance information to the subcommittee.	**Lisa to send UUA insurance information to David, Tana and Nicholas.** **Nicholas to coordinate meeting.**
Search Committee	Nicholas requested a round to discuss the affordability of hiring a minister, timeline and fundraising. After discussion, it was agreed that the schedule for hiring a minister will be placed on hold until	**Nicholas to prepare tentative budget on cost of hiring a**

	the next board meeting. At that time a tentative budget reflecting the cost of a part time minister and the endowment fund contribution will be reviewed.	**minister and budget impact.**
Future Board Meeting dates and times	The board discussed the time for future monthly board meetings. The 3rd Tuesday at 6:30 pm works for everyone. Lisa will include the dates at the end of the meeting minutes.	
Board/Staff Meeting Date	Tana reminded everyone the meeting between the board and the staff is scheduled at 5pm Thursday, August 13, 2026 at the fellowship. Tana will send a reminder of the meeting to everyone.	**Tana will send out a reminder of meeting.**
Check out	Tana	
Next Meeting	Next Board meeting is Tuesday, August 18, 2026 at 6:30 PM. Future Board Meeting time is 6:30 PM and dates are as follows: September 15, 2026, October 20, 2026, November 17, 2026, December 15, 2026, January 19, 2027, February 16, 2027, March 16, 2027, April 20, 2027, May 18, 2027 and June 15, 2027.	

Prepared for UUFP Board Meeting 7/21/2026
Treasurer Report for June 30, 2026

Income: As of the end of June 50% of the fiscal year has elapsed and we have collected 72.15% ($79,537.25) of the projected income. Pledge payments continue to be ahead of schedule at 64.58% ($62,084) as usual due to members pre-paying at the end of the previous year and early in the new year. We got bump in contributions in July, perhaps from pledge units making a mid-year contribution. Share the Plate Donations have been ahead projection. We are now at 87.17% ($5,230) of the $6,000 goal. We remain on track to take nothing from the Endowment this year.

Expenses: Total expenses so far this year are at 47.68% ($52,656.34) of our projections, with most costs being close to what was projected. Our largest category of expense, Payroll, is at 45.98% of projections ($27,139).

As our new treasurer gains experience, he may recognize items that should be pulled out and addressed in this report. We will see next month!

Balance: Total income, $79,537.25, minus total expenses, $52,656.34, gives a net surplus for the year of $26,880.91. Please note that we expect somewhat lower income for the rest of the year, and further that Ursula's strategy was to try to run an operating surplus this year to support higher expenses should we hire a minister next year.

Additional Notes: the sale of the lot on the corner of Kansas and Montana Avenues has finally been completed after months of review by the Attorney General and a somewhat delayed closing. After closing, Nicholas H-B deposited a check for $132,051.57 in our savings account on 7/8/26. The $132k net was after we paid $2,000 to Niles and Bracy, $7,650 to CDC Real Estate, and $882 in taxes and fees. Note that our policies dictate that any large income amounts are automatically assigned to go into the Endowment. We have not yet completed the transfer process to transfer this to the endowment

One possible additional unbudgeted expense is a likely increase in our insurance costs. For now we do not know the specifics.

Cash Balances as of 06/30/2026	
Community Bank Checking Account	$8,554.15
Arrow Bank Checking Account	1,000.00
Arrow Bank Savings Account	41,053.40
Total cash	$51,053.40

UU Endowment Fund	$202,845.21

Nicholas Hunt-Bull, Treasurer

UUFP 2026 BUDGET WORKSHEET

			ADOPTED 2026	As of 6/30/2026	% Earned /Used	June
REVENUE/INCOME					50.00%	
% of Budget	2026 Contributions					
		Share the Plate Donations	$6,000.00	$5,230.17	87.17%	$1,104.50
		Other Donations	5,000.00	301.26	6.03%	141.26
		Pledges includes the matching funds& Prepaid Pledges)	96,139.00	62,084.17	64.58%	16,208.03
		Uncollectables (1.0%)	(961.00)	0.00	0.00%	0.00
		Interest Income	100.00	41.65	41.65%	6.12
		Investment Income	0.00	10,000.00	0.00%	0.00
96%	Contributions		$106,278.00	$77,657.25	73.07%	$17,459.91
	Other Income					
		Misc. Income	$500.00	$0.00	0.00%	$0.00
		Grant- NYS Convention of Universalists	$0.00	1,200.00	n/a	$0.00
		Rental Income	500.00	325.00	65.00%	0.00
		Gift Basket Raffle	1,000.00	355.00	35.50%	90.00
		Rummage Sales, Other Fundraisers (net expenses)	1,968.00	0.00	0.00%	0.00
4%	Other Income-Fundraising		$3,968.00	$1,880.00	47.38%	$90.00
	Total Income		$110,246.00	$79,537.25	72.15%	$17,549.91
		OWL Restricted Funds	$200.00	$0.00	0.00%	0.00
		Savings	$0.00	$0.00	0.00%	0.00
0%	Contributions from Savings		$200.00	$0.00	0.00%	$0.00
	Total Income		$110,446.00	$79,537.25	72.01%	$17,549.91
EXPENSES						
	RELIGIOUS LIFE					
	Living our Mission					
		Social Gatherings (food, activities)	$900.00	$266.34	29.59%	$46.60
		Faith Formation- Educational Materials	200.00	263.15	131.58%	0.00
		Faith in Action (BLM, UUtheVote, Climate, others)	800.00	104.00	13.00%	0.00
		Share the Plate donations	3,000.00	2,645.09	88.17%	517.25
		NYSCU Grant Expenses	0.00	425.05	0.00%	0.00
		Interfaith Council	30.00	0.00	0.00%	0.00
4%	Living Our Mission		$4,930.00	$3,703.63	75.12%	$563.85
	Communicating					
		Advertising (brochures, posters, print ads, LED Signage)	$590.00	$373.77	63.35%	$0.00
		Website domain/backup service/New website domain	180.00	144.19	80.11%	0.00
		Printing	80.00	29.17	36.46%	0.00
		Online subscrpts (Zoom, Mailchimp, Canva, GGeeks)	600.00	363.35	60.56%	26.50
		"Licensing (CVLI, CCS, OneLicense)"	1,000.00	843.94	84.39%	0.00
2%	Communicating		$2,450.00	$1,754.42	71.61%	$26.50
	Religious Exploration					
		RE Professional Development (incl LREDA membership)	$55.00	$0.00	0.00%	$0.00
		OWL Expenses	200.00	0.00	100.00%	0.00
		Materials/Supplies (snacks/supplies)	200.00	195.05	97.53%	0.00
1%	Religious Exploration		$455.00	$195.05	42.87%	$0.00
	Worship					
		Music				
		Professional Development	$90.00	$0.00	0.00%	$0.00
		Piano subs & guest musicians	1,900.00	375.00	19.74%	250.00
		Hymnals, Supplies	0.00	0.00	0.00%	0.00
		PERMISSIONS/DONATIONS (music, streaming rights)	480.00	0.00	0.00%	0.00
		Equipment & repairs	300.00	380.00	126.67%	0.00
		Music	$2,770.00	$755.00	27.26%	$250.00
		Sunday Services				
		Food	$300.00	$65.00	21.67%	0.00
		Worship Materials	200.00	0.00	0.00%	$0.00
		Guest speakers*10 lay, 3UU	6,750.00	3,538.59	52.42%	0.00
		Sunday Services	$7,250.00	$3,603.59	49.70%	$0.00
9%	Worship		$10,020.00	$4,358.59	43.50%	$250.00
	Professional Ministry					

		Minister Professional Development	$0.00	$0.00	0.00%	$0.00
0%	**Professional Ministry**		**$0.00**	**$0.00**	**0.00%**	**$0.00**
8%	**UUA Fair Share**		**$8,710.00**	**$4,215.52**	**48.40%**	**$702.62**
24%	**RELIGIOUS LIFE TOTAL**		**$26,565.00**	**$14,227.21**	**53.56%**	**$1,542.97**
	OPERATING EXPENSES					
	Administrative Expenses					
		Internet-Telephones	$1,445.00	$655.95	45.39%	$109.54
		Office Supplies (General)	300.00	180.93	60.31%	0.00
		Postage	60.00	31.20	52.00%	0.00
		Board Expenses	175.00	0.00	0.00%	0.00
		Payroll Service	2,055.00	981.73	47.77%	133.95
		SS Medicare, Emp taxes	4,662.00	2,143.53	45.98%	344.62
		Insurance, WC, Disability (est.)	2,053.00	927.38	45.17%	76.59
		Breeze/PayPal Fees	1,315.00	589.53	44.83%	100.14
		Technology	300.00	0.00	0.00%	0.00
		Leadership Development	600.00	350.00	58.33%	350.00
		CLM Training/Development	300.00	0.00	0.00%	0.00
		Safe Congregation Screening	100.00	25.00	25.00%	0.00
		Composting	400.00	46.00	11.50%	0.00
		AUUA Membership	50.00	50.00	100.00%	0.00
		Contingency & Miscellanous	500.00	0.00	0.00%	0.00
		Minister's Discretionary Budget	0.00	0.00	0.00%	0.00
13%	**Administration**		**$14,315.00**	**$5,981.25**	**41.78%**	**$1,114.84**
	Buildings and Grounds					
		Utilities: Palmer	$1,800.00	$1,394.90	77.49%	$62.49
		Maintenance/Repairs Palmer	1,000.00	0.00	0.00%	0.00
		Trash Removal	240.00	187.48	78.12%	21.88
		Insurance	2,900.00	1,334.00	46.00%	0.00
		Grounds	2,500.00	1,225.00	49.00%	100.00
		Cleaner-Contractor/Supplies	2,000.00	995.89	49.79%	82.24
		Kansas Ave/Montana Drive Property	100.00	171.37	171.37%	0.00
10%	**Building & Grounds**		**$10,540.00**	**$5,308.64**	**50.37%**	**$266.61**
	Payroll Expense					
		Ministerial Salary	$0.00	$0.00	0.00%	$0.00
		Ministerial Housing Allowance	0.00	0.00	0.00%	0.00
		Ministerial Retirement Contribution/Salary	0.00	0.00	0.00%	0.00
		Staff (Office Assistant, Music Director, digital outreach, RE, RE Childcare &	59,026.00	$27,139.24	45.98%	4,422.74
53%	**Payroll Expense**		**$59,026.00**	**$27,139.24**	**45.98%**	**$4,422.74**
76%		**Operating Expenses**	**$83,881.00**	**$38,429.13**	**45.81%**	**$5,804.19**
	Total Expenses		**$110,446.00**	**$52,656.34**	**47.68%**	**$7,347.16**
		REVENUES	**$110,446.00**	**$79,537.25**		**$17,549.91**
		EXPENSES	**110,446.00**	**52,656.34**		**7,347.16**
		NET INCOME	**$0.00**	**$26,880.91**		**$10,202.75**
		Cash Balances as of 06/30/26				
		Community Bank Checking Accounts	$8,554.15			
		Arrow Bank Checking Account	1,000.00			
		Arrow Bank MM Savings Account	41,499.25			
		Refugee Project bank Account	0.00			
		Total Cash	**$51,053.40**			
		UU Endowment Fund Value (as of 04/30/26) includes $10,000 Feb Deposit	**$202,845.21**			