UUFP Board Meeting, June 16, 2026

In attendance: Nicholas Hunt-Bull, Tana Hanley, Ursula Jones, Michael Vaughan, Mark Preston, Vincine Fallica, Jerry Bates (non-voting member) and Lisa Bulriss

Notetaker: Lisa Bulriss

Item	Discussion	If a task is involved, who is overseeing it and deadline?
Check In	Ursula	
May 19, 2026 Board Meeting Minutes	Nicholas asked if there were any comments or changes to the May 19, 2026 board meeting minutes. No objections, minutes of the May 19, 2026 board meeting are approved.	
Treasurer's Report	Ursula reviewed the Treasurer's Report which was the one given at Sunday's Annual Congregational meeting. No questions or comments with report. Nicholas asked if there were any objections to accepting May 31, 2026 Treasurer's Report, no objections, May 31, 2026 Treasurer's Report accepted.	
Sale of Kansas Ave. Lot Update	Ursula stated an email was sent today from the Assistant Attorney General's Office approving the sale. The net proceeds of the transaction are anticipated to total $129,265. The proceeds will be placed into the endowment fund and assigned to the unrestricted fund. John Niles will contact Ursula with a closing date; if closing is after June 30th, need to verify if Nicholas can sign as Treasurer. Discussion took place for an announcement in the Enews.	**If closing after June 30th, verify Nicholas can still sign as Treasurer. Enews announcement? Lisa to attach report to minutes.**
Review how June 14, 2026 Annual Meeting went	Board discussed how the June 14, 2026 Annual Congregational went. Board highlighted the following items: largest attendance, kept meeting to 1 hour and information from CLG Team. Overall, everything went well.	**Lisa to attach flow chart to June 14, 2026 minutes**
Discuss Payroll review and approval	Nicholas stated that, upon assuming the role of Treasurer July 1st, he would like to transfer responsibility for the payroll approval process to another individual. Tana agreed to begin approving timesheets effective July 1, 2026. Lisa to send Tana the payroll process.	**Lisa to send Tana payroll procedures.**
Plan Fundraising, appoint a committee	Tana reviewed the fundraising results from the Annual Meeting held on Sunday. The board discussed various fundraising opportunities, including those that have been successful in the past, and noted that five individuals had expressed interest in helping with fundraising efforts. Following discussion, the Board identified several next steps:	**Jerry and Mark to speak with Hap about coffee house event. Ursula to talk to Shaun about craft fair event. Mark to research the**

	• Jerry and Mark will speak to Hap regarding the possibility of hosting coffeehouse events again. • Ursula will speak with Shaun about streamlining work to host a craft fair. • Mark will research the tattoo flash event and determine whether it would be a worthwhile fundraising opportunity. • Mark also volunteered to serve on the Fundraising Committee.	**tattoo flash event. Mark volunteered to serve on fundraising committee.**
Orientation/board retreat for new board members	Board discussed orientation for new board members. Executive Committee will meet with new members. Tana to coordinate the meeting date. Lisa will provide copies of the by-laws for the new members.	
Timeline for SCAHC Grant	Lisa reviewed the proposed timeline schedule for the Securing Communities Against Hate Crimes Grant. Currently waiting for two items: 1) NYS to review and approve the prequalification application and 2) proposal from Chimera who did the walk through at the fellowship. The CLG team will share with the Executive Committee the walk-through proposal from Chimera before proceeding with the actual grant proposal.	
Check out	Mark	
Next Meeting	Tana to speak to the new board members about the July 2026 - June 2027 board meeting schedule.	

UUFP Board Meeting 6/16/2026
Treasurer Report for May 31, 2026

As of the end of May 41% of the fiscal year has elapsed and we have collected 56.23% ($61,987.34) of the projected income. Pledge payments continue to be ahead of schedule at 47.72% ($45,876.14) as usual due to members pre-paying at the end of 2025 and during the first few months of 2026. The Share the Plate Donations have been ahead projection with 68.76% ($4,125.67) being collected so far. Of note is that this includes $10,000 investment income which has been deposited into the UUCEF Endowment fund and is not available to offset expenses.

Regarding expenses our total expenses so far this year are at 41.02% ($45,309.18) of our projections, with most costs being close to what was projected. One exception occurred with utility expenses exceeding the budgeted amount due to a faulty heater running when the thermostat should have shut it down.

Religious Life has expended 47.75% ($12,684.24) of its budget including:

Living Our Mission	63.69% ($3,139.78)
Communicating	70.53% ($1,727.92)
Religious Exploration	42.87% ($195.05)
Worship	41.00% ($4,108.59
UUA Fair Share	40.33% ($3,512.90)

Operating Expenses has expended 38.89% ($32,624.94) of its budget including:

Admin Expenses	34% ($4,866.41)
Build & Grounds	47.84% ($5,042.02)
Payroll	38.49% ($22,716.50)

The total of Religious Life and Operating Expenses is 41.02% ($45,309.18) of projected expenses.

Total income, $61,987.34, minus total expenses, $45,309.18, gives a net plus of $16,678.16.

We have not closed on the sale of the lot on the corner of Kansas and Montana Avenues as we have yet to receive the approval of the Attorney General to proceed. We accepted a bid of $145,000 and once we receive this minus closing expenses, it will be deposited into our endowment fund.

Cash Balances as of 05/31/2026

Community Bank Checking Account	$6,548.94
Arrow Bank Checking Account	1,000.00
Arrow Bank Savings Account	33,493.13
Total cash	$41,042.07

UU Endowment Fund	$202,845.21

Ursula Jones, Treasurer

UUFP 2026 BUDGET WORKSHEET

			ADOPTED 2026	As of 5/31/2026	% Earned /Used	May
REVENUE/INCOME					41.67%	
% of Budget	2026 Contributions					
		Share the Plate Donations	$6,000.00	$4,125.67	68.76%	$863.00
		Other Donations	5,000.00	160.00	3.20%	0.00
		Pledges includes the matching funds& Prepaid Pledges)	96,139.00	45,876.14	47.72%	3,147.03
		Uncollectables (1.0%)	(961.00)	0.00	0.00%	0.00
		Interest Income	100.00	35.53	35.53%	6.78
		Investment Income	0.00	10,000.00	0.00%	0.00
96%	Contributions		$106,278.00	$60,197.34	56.64%	$4,016.81
	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	265.00	26.50%	0.00
		Rummage Sales, Other Fundraisers (net expenses)	1,968.00	0.00	0.00%	
4%	Other Income-Fundraising		$3,968.00	$1,790.00	45.11%	$0.00
	Total Income		$110,246.00	$61,987.34	56.23%	$4,016.81
		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	$61,987.34	56.12%	$4,016.81
EXPENSES						
	RELIGIOUS LIFE					
	Living our Mission					
		Social Gatherings (food, activities)	$900.00	$219.74	24.42%	$85.89
		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	2,127.84	70.93%	446.50
		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	$3,139.78	63.69%	$532.39
	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%	0.10
		Online subscrpts (Zoom, Mailchimp, Canva, GGeeks)	600.00	336.85	56.14%	111.45
		"Licensing (CVLI, CCS, OneLicense)"	1,000.00	843.94	84.39%	0.00
2%	Communicating		$2,450.00	$1,727.92	70.53%	$111.55
	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%	34.24
1%	Religious Exploration		$455.00	$195.05	42.87%	$34.24
	Worship					
		Music				
		Professional Development	$90.00	$0.00	0.00%	$0.00
		Piano subs & guest musicians	1,900.00	125.00	6.58%	125.00
		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	$505.00	18.23%	$125.00
		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%	1,552.21
		Sunday Services	$7,250.00	$3,603.59	49.70%	$1,552.21
9%	Worship		$10,020.00	$4,108.59	41.00%	$1,677.21
	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**	**$3,512.90**	**40.33%**	**$702.58**
24%	**RELIGIOUS LIFE TOTAL**	**$26,565.00**	**$12,684.24**	**47.75%**	**$3,057.97**
	OPERATING EXPENSES				
	Administrative Expenses				
	Internet-Telephones	$1,445.00	$546.41	37.81%	$109.54
	Office Supplies (General)	300.00	180.93	60.31%	113.70
	Postage	60.00	31.20	52.00%	0.00
	Board Expenses	175.00	0.00	0.00%	0.00
	Payroll Service	2,055.00	847.78	41.25%	197.76
	SS Medicare, Emp taxes	4,662.00	1,798.91	38.59%	334.80
	Insurance, WC, Disability (est.)	2,053.00	850.79	41.44%	456.41
	Breeze/PayPal Fees	1,315.00	489.39	37.22%	99.57
	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	25.00	25.00%	0.00
	Composting	400.00	46.00	11.50%	15.50
	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**	**$4,866.41**	**34.00%**	**$1,327.28**
	Buildings and Grounds				
	Utilities: Palmer	$1,800.00	$1,332.41	74.02%	$117.82
	Maintenance/Repairs Palmer	1,000.00	0.00	0.00%	0.00
	Trash Removal	240.00	165.60	69.00%	52.13
	Insurance	2,900.00	1,334.00	46.00%	0.00
	Grounds	2,500.00	1,125.00	45.00%	100.00
	Cleaner-Contractor/Supplies	2,000.00	913.65	45.68%	316.38
	Kansas Ave/Montana Drive Property	100.00	171.37	171.37%	0.00
10%	**Building & Grounds**	**$10,540.00**	**$5,042.03**	**47.84%**	**$586.33**
	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	$22,716.50	38.49%	4,129.72
53%	**Payroll Expense**	**$59,026.00**	**$22,716.50**	**38.49%**	**$4,129.72**
76%	**Operating Expenses**	**$83,881.00**	**$32,624.94**	**38.89%**	**$6,043.33**
	Total Expenses	**$110,446.00**	**$45,309.18**	**41.02%**	**$9,101.30**
	REVENUES	**$110,446.00**	**$61,987.34**		**$4,016.81**
	EXPENSES	**110,446.00**	**45,309.18**		**9,101.30**
	NET INCOME	**$0.00**	**$16,678.16**		**-$5,084.49**
	Cash Balances as of 05/31/26				
	Community Bank Checking Accounts	$6,548.94			
	Glens Fall National Bank Checking Account	1,000.00			
	Glens Fall National Bank Savings Account	33,493.13			
	Refugee Project bank Account	0.00			
	Total Cash	**$41,042.07**			
	UU Endowment Fund Value (as of 04/30/26) includes $10,000 Feb Deposit	**$202,845.21**			

NYS Securing Communities Against Hate Crimes (SCAHC)

TIMELINE TO SUBMIT TO THE BOARD

06/16/2026

1. Get into the State Finance System (submitted and completed)
2. Grant Management System (GMS):
    a. We're registered.
    a. Roles need to be set up (there are 10 of them). Lisa (Delegated Admin) will assign roles as needed.
    a. Part 2 of SFS is **Pre-qualification**. Need to submit ASAP. Takes 5-10 days to be approved. Pre-qualification application submitted June 16, 2026
        i. Documentation -Done
        i. Board of Trustee profiles - Done
        i. Senior leader resumes (staff) - Done
3. Meet with professional for a walk-through. (Done)
    a. Photos and identify vulnerability assessments.
4. Receive assessment from professional by June 19, 2026
5. Review vulnerability assessment from Professional week of June 20, 2026 and share with Executive committee.
6. Week of June 27, 2026 start working on the grant.
7. Deadline to state: By noon on July 8

FUNDRAISING RESULTS FROM CONGREGATIONAL MEETING ON JUNE 14TH

Fundraiser Ideas	Number of Votes
50/50 Raffle	2
Art Gallery	2
Carnival	3
Craft Sale	5
Coffee House	7
Play/Talent Show	8
Garage Sales (personal)	2
Benefit Concert	7
Trivia Night	5
Casino Night	2
Top Ten Movie Night	2
Silent Auction	1
Pop-up Restaurant/Bake Sale	3
Tattoo Flash Event	5
Wreath Sale	1
Family Fun Night	1
Car Wash	2
Shoe Drive	3
Ice Cream Social	3
Goods & Services Auction	7

Notes:

- Tina Welch - volunteered to help with 50/50 raffle
- Kathy Sajor – volunteered to help with Carnival & Trivia Night
- Mary Alic Shemo – volunteered to help with Goods & Services Auction
- Rachelle Armstrong – volunteered to help with Benefit Concert & Tattoo Flash Event
- Lynne Jacoby – volunteered to help with Goods & Services Auction
- Connie Shemo – volunteered to help with hiring a part-time fundraiser

ATTORNEY GENERAL OF THE STATE OF NEW YORK
COUNTY OF CLINTON

In the Matter of the Application of

Unitarian Universalist Fellowship of Plattsburgh

for Approval to sell real property
Pursuant to Sections 510 and 511-a of the Not-for-Profit Corporation Law and Section 12 of the Religious Corporations Law

ATTORNEY GENERAL APPROVAL

OAG No: PL-2026-05

By Amended Petition verified on April 20, 2026, Unitarian Universalist Fellowship of Plattsburgh applied to the Attorney General pursuant to Sections 510 and 511-a of the Not-for-Profit Corporation Law and Section 12 of the Religious Corporations Law for approval of an application to sell real property.

1. The asset that is the subject of the Petition is Montana Drive, Town of Plattsburgh, County of Clinton, State of New York, Tax Map Number 233-5-13, which is a vacant commercial lot containing 3.9 acres. The deed dated July 16, 2013, is filed in the Clinton County Clerk's Office as Instrument No. 2013-258396.

2. The terms of the transaction and the consideration are as follows:

   3.9 acre parcel located on Montana Drive, Plattsburgh, New York, Tax Map Number 266-5-13 being sold to Supernaw Properties, LLC, (Corey Supernaw and Chad Supernaw as Members) for $145,000.00 to be delivered via bank check at closing.

3. The anticipated closing costs of the transaction are estimated to total approximately $13,235.00 and include: (a) title fees of $500.00; (b) broker's fee of $10,150.00; (c) recording fees of $585.00; and (d) legal fees of $2,000.00.

4. The net proceeds of the transaction, anticipated to total $129,265.00, will be used for the following purposes:

   The funds will be placed into the church's endowment fund and assigned to the unrestricted fund. The investment and distribution of the funds are controlled by the endowment fund committee. The committee can distribute no more than 5 percent per year of the total market value of the assets. If less than 5 percent is distributed, the remaining may be distributed in a subsequent year, as long as distributions do not exceed that rate percent on a cumulative basis. Distributions from the unrestricted fund may be used for any purpose to further the work of the church, including for the ordinary and customary operating expenses of the church.

5. Based on a review of the Amended Petition and the exhibits thereto (and the additional documents and information requested by the Attorney General), and the verification of Nicholas Hunt-Bull, Co-Chair of Petitioner, that Petitioner, Unitarian Universalist Fellowship of Plattsburgh has complied with the provisions of the Not-for-Profit Corporation Law and Religious Corporations Law applicable to the sale of real property, and neither the Petitioner or any third party having raised with the Attorney General any objections to the proposed transaction, the transaction is approved.

6. Petitioner shall provide written notice to the Attorney General that the transaction has closed, if it is abandoned, or if it is still pending 90 days after approval.

7. A copy of the final closing statement for the transaction shall be provided to the Attorney General withing 30 days after closing.

8. None of the terms, parties or use of proceeds referenced in this Attorney General Approval may be changed without further approval of the Attorney General.

Date: June 16, 2026

LETITIA JAMES
Attorney General
State of New York

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