

UUFSD Board Meeting Minutes

August 23, 2020

Meeting began at 2:30 pm via Zoom

Present: K Brynes, Pres D.Gottdank, Rev Jo Green, Sec L. Kian-Gutierrez, D.Kiddy, A.Knappenberger, VP D.Masser-Frye, R. Macdonald, Treasurer S.Miller,

Chalice Lighting

Reading of Board Covenant

1. Planning for Return to Onsite Service

- a. Discussion should take place at the end of 2020 or spring 2021. Need to consider how comfortable Rev. Jo, Joe Cantrell and set-up crew. We must adhere to State/County/UUA recommendations.

ACTION: All agreed that we need to wait till Spring 2021 and need to plan well. Discussion is tabled for now and will revisit this topic in the future

2. Employee Handbook

- a. Dale asked board to review and approval of revised Employee Handbook before Dana and Robin finish their terms on the Personnel Committee (September 11)

3. Audit Discussion

- a. Breeze Church Management Software.
- b. Detailed explanation was provided about this software and how it is used by other UU's, what it would entail, how it can help us. Cost: \$50/m. Probable savings from Breeze replacing other subscription services: \$1,500/yr for a total savings of \$900/yr.

ACTION: Motion made to purchase Breeze Software. Motion was seconded-approved to purchase Breeze Software.

4. Program Council Status

- a. Discussion about efforts regarding the Program Council and requests to hold the first meeting in September. Irv worked with Rev Thomas. At this time it needs to be reviewed by Rev Jo before it can go forward - It was shared that some folks have asked why we need a program council.
- b. Rev Jo will reach out to find out details. The Question to ask is do we really need it? Discussion about the tone. It was shared that we once had a committee like this in the past. We also had some leadership luncheons.
- c. It was suggested that Rev Jo look into this and see what we really need now at UUFSD.
- d. Board supported a leadership lunch in the past - some good things came out of it at other times - not sure it would be effective in a zoom environment now. Once we begin to use Breeze we can see everything about who does what. Maybe make a Leadership Development Committee

ACTION: Rev Jo will reach out to find out details.

5. Retreat for Board and Congregation

- a. Rev Jo - "startup" two meetings (three hours each) - one day with the Board and one with the Congregation members who are interested. Dale shared instead of a typical retreat, we could do this to still meet our goals. Discussion will cover what shared expectations everyone has, help the congregation figure out what our goals are, what is our vision. Rev Jo discussed with Sarah Gibbs Millspaugh about helping us - no cost involved. We could have Sarah facilitate a retreat with the Board first and followed by the congregation. Help us find out goals and help us get to know each other and see what we could work on with future plans for the Fellowship.

ACTION: Will move forward with plans and work out all the details to set it up.

6. Music Director

- a. Rev Jo talked to Christine in reference to finding a new music director. A new person has come into the pool of candidates. Christine does not have any more time to provide to the Fellowship.
- b. We need to remember about the agreement we have in place. Continued detailed discussion about supporting this coming week's service. Current contract contract ends in August, pay for 15 hours of overlap with the new director when that new director is hired. It was suggested that Christine could come back for this overlap.
- c. We don't know when the new music director is starting. We need to be conservative about cash flow out..
- d. Hopefully the search committee can hire sooner rather than later. Angie said we are set for next week's service.
- e. Diane is the worship associate for Sept. 6th and she feels we are already set.
- f. Rev Jo says we have permission to use what is already recorded that we use for services every week.

ACTION: Rich made a motion to continue with Christine until the end of August. Duane second the motion. All agreed.

7. Request from Member

- a. We received a request from Betsy Gilpin to host a socially distanced onsite art class fundraiser for Camp de Benneville. A local artist is donating her time .
- b. After discussion, the Board decided it would not be safe at this time. Liora shared she is not in support since we must think about the basic concerns, who would police the social distancing, refreshments being services means masks coming off, what if someone became ill, etc.

ACTION: Dale will let Betsy know we are not in favor of this, at this time due to COVID-19 regulations/concerns.

8. Refinishing Floors in Founders Hall

- a. Discussion about the proposal on refinishing Founders Hall's floor.
- b. We discussed that maybe this is not a good time for construction. Only issue, it's much more expensive than we thought. The lowest bid is \$10K and the highest is \$15K. Where do we get the funds from. Capital campaign funds are not available as this is not an eligible project.. Maybe a separate fund raiser.

- c. It was suggested that we have a fundraiser to replace the steps leading up the Fellowship. It was shared that we have not agreed to this and that is why we are discussing it now. A question came up if we could get the original artwork back. Dale shared that it could not be done.
- d. Discussion about the partitions. Maybe not spend money to get the partitions now since we won't be using smaller spaces for quite a while. It was shared that the walkway and stairs needs a redo now.

ACTION: Board is now tabling this decision about the floor in Founders Hall for now and will revisit it in the future.

9. Temporary Storage Space

- a. Discussion about the desperate need of temporary storage. Dale shared a drawing from Chris Faller as a proposal to extend the concrete sidewalk and build a concrete pad to put a temporary storage shed. We currently just don't have the room. Dale also shared that we need more storage space no matter what - we need onsite storage.
- b. Diane reminded us that we need to follow all regulations since we have good relationships with the city.
- c. We should look at other locations other than Founders Hall storage since we will be using it to store the new partitions.
- d. We need more discussion with architects, etc.

ACTION: continuation of discussion at next board meeting.

10. Board Retreat

Schedule a Zoom or socially distanced Board Retreat

ACTION: Rev Jo will arrange via Debbie regarding "start up" meetings.

11. Stewardship

ACTION: Schedule board Stewardship workshop – Rich Macdonald and Sarah Miller

- a. Rich suggested that we should make this discussion as a part of the "start up" meeting. Dale agreed.
- b. Also address pledge arrears 2019/2020
- c. Rich said Sarah really did all the work. Rich said there are only five people who have not responded. Sarah said that it is under \$5K that is outstanding. Maybe membership needs to follow up on this?
- d. Rev Jo shared that if folks don't respond after two calls, we let it go. We need to make sure they are ok - especially with COVID concerns. Do these folks don't want to be members anymore or is there something else?

ACTION: Rev Jo will keep these folks in the back of her mind to see if they need some assistance. Sarah will give them credit memos.

All agreed

Next board meeting Rev Jo will provide a worship report which will cover August.

Adjourn at 4:49 pm

APPENDED THESE MINUTES

- **Treasurer's Report August 2020**
- **Balance Sheet June 30, 2020**
- **UUFSD 2020-2021- Board Approved Budget**

Treasurer's Report August 2020

After starting the 2019/2020 FY running roughly a \$37k deficit, we ended up the year in the black. This was accomplished by working with committee chairs to reduce their budgets, having some committees volunteer to turn over some of their reserve funds to the General Fund, combing through the books to find funds that were no longer needed for their originally intended purpose, receiving roughly \$10k more in income than anticipated, and spending roughly \$10k less than budgeted for. Exactly how much in the black is a bit of a question because it depends on how we look at things, but the accompanying yearend balance sheet, accrual basis, puts it at \$23k (shows up as unrestricted net assets).

We have not yet closed the books on 2019/2020 because of ongoing issues with the accounting of the Vanguard investments. No money has gone missing, but over the years there has been inconsistent booking of donations and income from investments, and we have to get that cleaned up before closing the books on the year. This is one of the things the proposed auditor would be tasked to address.

In the past, we ran into problems because money promised (pledges) but yet to be received, the Accounts Receivable or A/R, was counted as income. That led to just about everyone thinking we had more money than we did. This was true in both the General Fund and the Capital Campaign Fund. This is how we ended up running a deficit without realizing it. This is another reason an audit has been proposed, to make sure we are booking things correctly.

For the benefit of the new board members, I have annotated the enclosed year end BS. I hope this helps the new Board Members better understand our Balance Sheet.

The Board should also be aware that the \$10k EIDL advance we received will have to be returned. So, the funds we have from grants to balance next year's budget is \$65k, not \$75k.

GRANTS REPORT

We received the following last spring:

\$47,067 from Cares Act PPP (arrived direct deposit May 19th)
\$10,000 from EIDL advance (arrived direct deposit May 4th)
\$17,900 from Spirit Level Foundation (arrived by check & deposited June 9th)
\$74,967 TOTAL

CARES Act PPP loan/grant

We have 24 weeks to use the money (essentially by end of October) so we will easily be able to comply with the terms.

TREAS 310 MISC PAY CCD EIDG-3601022168

The EID (economic injury disaster) grant is for business expenses whereas the PPP (payment protection program) loan is for payroll expenses. This \$10k must be paid back.

Spirit Level Foundation Grant

This is a special one-time COVID-19 financial relief grant program. This is a non-matching, no-strings grant.

The proposed budget for 20/21 which runs a \$47k deficit, is based on having these funds in reserve.

MISCELLANEOUS

I continue to work on the archiving project with Kathryn Sturch and Tracey Weiss. We have pruned a lot of the paper files, and will soon start digitizing important papers and getting them into the password protected

UUFSD G-Suites based archive. Once complete, the read-only archive will be made available on a need to know basis to members of the Fellowship.

I have also been working to evaluate online congregational management tools that would make my life easier and, as it turns out, all our lives a bit easier and our community more integrated. Please see accompanying white paper on switching to BREEZE Church Management Software.

I have also enclosed a copy of the approved 2020/2021 budget just in case anyone doesn't have it.

In Fellowship,
Sarah Miller
Treasurer

The Unitarian Universalist Fellowship of San Dieguito
Balance Sheet
As of June 30, 2020

	<u>Jun 30, 20</u>	
ASSETS		
Current Assets		
Checking/Savings		
Union Bank Chkg	227,406.03	
Vanguard VFSUX	307,997.14	
Vanguard Money Market	226,523.63	
Vanguard CDs	450,210.00	
Total Checking/Savings	<u>1,212,136.80</u>	
Accounts Receivable		
Accounts Receivable	-4,356.80	
Total Accounts Receivable	<u>-4,356.80</u>	
Other Current Assets		
Undeposited Funds	-13,127.39	
Total Other Current Assets	<u>-13,127.39</u>	
Total Current Assets	<u>1,194,652.61</u>	
TOTAL ASSETS	<u><u>1,194,652.61</u></u>	
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	-873.00	
Total Accounts Payable	<u>-873.00</u>	
Other Current Liabilities		
Bonus' Payable	711.38	
Payroll Liabilities		
LIA.PER.01 - Payroll Taxes	232.26	
Medical Liability	-6,475.46	
UUA Pension Liability	303.49	
Total Payroll Liabilities	<u>-5,939.71</u>	
Reimbursed Expenses	3,649.01	
Total Other Current Liabilities	<u>-1,579.32</u>	
Total Current Liabilities	<u>-2,452.32</u>	
Total Liabilities	-2,452.32	
Equity		
Covid Grants	57,067.00	\$47,067 is PPP, \$10k is EIDL and must be paid back
Gains/Losses from Investments	37,406.28	
FND.SPG.01 - Spirit Grant Fund		
FND.SPG.02 - Initial Grant	100,000.00	
FND.SPG.07 - Membership Wages	-9,305.00	
FND.SPG.08 - Membership P/R Tax	-545.38	
FND.SPG.03 - D. of C. Wages	-7,800.00	
FND.SPG.05 - D..of C. Benefits	-392.05	
FND.SPG.04 - D.o C.ER PayTaxes	-224.14	
FND.SPG.06 - D. of C. Expenses	-71,670.97	
Total FND.SPG.01 - Spirit Grant Fund	<u>10,062.46</u>	The amount left to pay Al Braun through end of year
Opening Balance Equity	-1,813.82	
Permanent Restricted		
FND.PGE.01 - Endowment Fund	<u>70,218.05</u>	

The Unitarian Universalist Fellowship of San Dieguito
Balance Sheet
As of June 30, 2020

	<u>Jun 30, 20</u>	
Total Permanent Restricted	70,218.05	
Temp. Restricted		
Building Funds		
FND.CAP.01 - Capital Campaign		
FND.CAP.02-Cap Cam Donations	1,765,382.53	
FND.CAP.03-Cap Cam Expense	<u>-874,002.22</u>	
Total FND.CAP.01 - Capital Campaign	<u>891,380.31</u>	
Total Building Funds	891,380.31	
Committee Funds		
COM.ADL.04 - Adult Programs C/O	168.20	Various
COM.LIB.04 - Library Comm C/O	782.72	Managed by Robin Mitchell
COM.MUS.04 - Choir/Music C/O	1,210.00	Managed by Music Director
COM.SAC.04 - SAC C/O		Managed by Robin Sales and Barbara Walker
Backpack Fund	50.87	Managed by Robin Sales and Barbara Walker
Families in Need	892.57	Managed by Robin Sales and Barbara Walker
Homelessness	3,330.87	Managed by Robin Sales and Barbara Walker
Racial Justice	765.49	Managed by Robin Sales and Barbara Walker
COM.SAC.04 - SAC C/O - Other	<u>23.14</u>	Managed by Robin Sales and Barbara Walker
Total COM.SAC.04 - SAC C/O	5,062.94	Managed by Robin Sales and Barbara Walker
COM.SUN.04 - Worship Comm C/O	<u>163.77</u>	Managed by Worship Committee
Total Committee Funds	7,387.63	
Other Funds		
FND.COF.02 - Coffee Fund	995.43	Where donations from coffee hour were booked
FND.CON.02 - Concert Fund	3,072.47	In hiatus
FND.DBN.02 - DeBenneville Pines	3,639.51	Donations and attendance fees
FND.DRE.02 - DRE Discretionary Fund	2,132.46	Managed by Alison McLoud
FND.HFH.02 - Casas de Luz	39,241.60	Managed by Kathy Faller
FND.MIN.02 - Minister's Discretionary Fund	2,953.01	Managed by Jo Green
FND.MWL.02 - Memorial Wall Fund	14,168.00	Managed by Barbara Blomgren
FND.REL.02 - RE Special Fund	150.00	Managed by Alison McLoud
FND.SPC.02 - Special Collections Fund	690.83	Generosity Sunday
FND.YOU.02 - Youth RE Fund	<u>3,786.36</u>	Managed by Alison McLoud
Total Other Funds	70,829.67	
Reserves		
RES.ADT.01 - Audit Reserve	6,000.00	
RES.MSB.01 - Signing Bonus	10,920.00	Possibly for installation and/or transition team costs
RES.AFR.01 - Appliance & Furn	2,316.66	
RES.BAG.01 - B&G Reserve	4,908.28	
RES.GEN.01 - General Fund	3,331.05	Non specific reserve, possibly will supplement Audit Reserve
RES.SAB.01 - Minister Sabbatical	455.96	
RES.SAB.02 - DRE Sabbatical	1,976.81	
RES.SND.01 - Audio Visual Reserve	<u>1,399.72</u>	
Total Reserves	<u>31,308.48</u>	
Total Temp. Restricted	1,000,906.09	
Unrestricted Net Assets	23,193.01	
Net Income	<u>65.86</u>	
Total Equity	<u>1,197,104.93</u>	
TOTAL LIABILITIES & EQUITY	<u><u>1,194,652.61</u></u>	

WORKING BUDGET FOR 2019-2020	REQUESTED BUDGET FOR 2020-2021	BOARD BUDGET FINAL 2020-2021
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REVENUES

Pledges

REV.PLG.01 - Pledge Current Yr	344,175	325,000	312,748
Total Pledges	<u>344,175</u>	<u>325,000</u>	<u>312,748</u>

Site Rental

REV.SIT.01 - Sandy Hill	45,000	45,000	45,000
REV.SIT.02 - Special Events	1,500	1500	0
REV.SIT.03 - Site Use Contributions	2,500	2500	0
Total Site Rental	<u>49,000</u>	<u>49,000</u>	<u>45,000</u>

Miscellaneous Revenue

Fundraising

REV.AUC.01 - Auction Income	16,000	16,000	8,000
REV.MIS.01 - Fundraising Income	8,000	10,000	0
Total Fundraising	<u>24,000</u>	<u>26,000</u>	<u>8,000</u>

Other Contributions

REV.SUN.01 - Sunday Collection	14,500	14,500	6,000
REV.MIS.02 - Scrip Sale	200	200	200
REV.MIS.04 - Other Contributions	13,000	10,000	10,000
NEW ACCOUNT: FEMA Admin fees		4,500	4,500
REV.REL.01 - RE Donations	1,000	1000	1,000
REV.REL.02 - COA/OWL Fees	200	500	200
Total Other Contributions	<u>28,900</u>	<u>30,700</u>	<u>21,900</u>

Total Miscellaneous Revenue	<u>52,900</u>	<u>56,700</u>	<u>29,900</u>
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Total Revenues	<u>446,075</u>	<u>430,700</u>	<u>387,648</u>
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EXPENSES

WORKING BUDGET FOR 2019-2020	REQUESTED BUDGET FOR 2020-2021	BOARD BUDGET FINAL 2020-2021
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Board and Other Committees

COM.BRD.03 - Board Expenses	150	150	150
COM.CNX.03 - Kitchen	1,000	1000	500
COM.MEM.03 - Membership Comm	1,200	500	500
COM.MUS.03 - Choir and Music	1,600	400	400
COM.PCC.03 - Pastoral Care Comm	150	150	150
COM.PGC.03 - Planned Giving	200	200	200
COM.COM.03 - Communications Comm	1,600	1875	2000
COM.SAC.03 - Social Action Comm	3,300	3000	3000
COM.SUN.03 - Worship Comm	3,100	4800	4800
Total Board and Committee Expenses	<u>12,300</u>	<u>12,075</u>	<u>11,700</u>

Operations

Administration Expenses

OPS.ADM.01 - Postage	550	800	800
OPS.ADM.02 - Office Supplies	2,000	2000	2000
OPS.ADM.03 - Copier	6,600	7200	7200
OPS.ADM.05 - Phone and Internet	2,750	2900	2900
OPS.ADM.06 - Office Mileage	150	200	200
OPS.ADM.07 - Misc Supplies	450	450	450
Total Administration Expenses	<u>12,500</u>	<u>13,550</u>	<u>13,550</u>

Denominational Expenses

OPS.DEN.01 - UUA + PSWD Dues	19,500	23928	23928
OPS.DEN.04 - Cluster Dues	500	0	0
Total Denominational Expenses	<u>20,000</u>	<u>23,928</u>	<u>23,928</u>

Finance Expenses

COM.FND.03 - Stewardship	500	500	500
OPS.FIN.02 - Bookkeeping Exp	650	500	0
OPS.FIN.03 - Accounting Fees	9,000	9000	9000
OPS.FIN.07 - Audit Exp	6,000	1500	1500
OPS.FIN.05 - Other Finance Exp	500	125	0
OPS.FIN.06 - Credit Card Fees	1,350	1350	1350

	WORKING BUDGET FOR 2019-2020	REQUESTED BUDGET FOR 2020-2021	BOARD BUDGET FINAL 2020-2021
Total Finance Expenses	<u>18,000</u>	<u>12,975</u>	<u>12350</u>
Site Operations			
OPS.SIT.01 - Property Insurance	3,960	4356	4356
OPS.SIT.02 - Real Estate Taxes	3,970	4066	4066
OPS.SIT.03 - Gas & Electric	150	300	300
OPS.SIT.04 - Solar Loans	4,405	4405	4405
OPS.SIT.05 - Water	3,850	3850	3850
OPS.SIT.07 - B&G Maintenance	6,870	6005	8000
OPS.SIT.10 - Audio/Visual Exp	436	500	1000
Total Site Operations	<u>23,641</u>	<u>23,482</u>	<u>25977</u>
Total Operations	<u>74,141</u>	<u>73,935</u>	<u>75805</u>
Personnel			
Minister Expenses			
PER.MIN.00 - Minister In Lieu of FICA	6,120	7,267	7267
PER.MIN.01 - Minister Salary	38,072	60,000	60000
PER.MIN.02 - Minister Housing	41,928	35,000	35000
PER.MIN.03 - Minister UUA Pension	8,000	9,500	9500
PER.MIN.04 - Minister Medical	16,093	2,429	2429
PER.MIN.05 - Minister Vision & Dental	0	720	720
PER.MIN.06 - Minister Life Ins	563	479	479
PER.MIN.07 - Minister LTD Ins	900	1,235	1235
PER.MIN.08 - Minister Prof Exp	6,000	5,000	5000
PER.MIN.09 - Str'd Min Search	11,091	0	0
PER.MIN.10 - Moving Expense	7,000	5,000	5000
Total Minister	<u>135,767</u>	<u>126,630</u>	<u>126630</u>
Director of RE			
PER.DRE.01 - DRE Wages	55,240	55,240	56787
PER.DRE.02 - DRE UUA Pension	5,524	5,524	5679
PER.DRE.03 - DRE UUA P/R Tax	4,226	4,226	4344
PER.DRE.04 - DRE Medical Benefit	8,413	6,016	6016
PER.DRE.05 - DRE Vision & Dental	0	720	720
PER.DRE.06 - DRE Life Insurance	0	362	362

	WORKING BUDGET FOR 2019-2020	REQUESTED BUDGET FOR 2020-2021	BOARD BUDGET FINAL 2020-2021
PER.DRE.07 - DRE LTD Insurance	553	561	561
PER.DRE.09 - DRE Professional Expenses	2,500	2,500	2500
Total Director of RE	<u>76,456</u>	<u>75,149</u>	<u>76969</u>
Choir Director/Accompanist			
PER.MUS.01 - Choir Director Wages	30,385	27500	22251
PER.MUS.02 - Choir Director Benefits	0	0	0
PER.MUS.03 - Choir Director P/R Tax	2,324	2,103	1702
PER.MUS.04 - Choir Director Professional Exp	2,170	2,000	1000
PER.MUS.07 - Choir Director LTD	211	211	211
PER.MUS.11 - Accompanist Wages	10,400	10,400	10691
Total Choir Director/Accompanist	<u>45,490</u>	<u>42,214</u>	<u>35855</u>
Congregational Administrator			
PER.OFF.01 - Admin Wages	37,500	37,500	38550
PER.OFF.02 - Admin UUA Pension	3,750	3,750	3855
PER.OFF.03 - Admin Payroll Taxes	2,869	2,869	2949
PER.OFF.04 - Admin Medical	10,300	11,522	11522
PER.OFF.05 - Admin Vision & Dental	0	720	720
PER.OFF.06 - Asmin Life Insurance	0	255	255
PER.OFF.07 - Asmin LTD Insurance	0	396	396
PER.OFF.08 - Admin Prof Exp	200	200	200
Total Congregational Administrator	<u>54,619</u>	<u>57,212</u>	<u>58447</u>
Site Support Staff			
PER.SIT.01 - Childcare Wage	4,500	4500	2250
PER.SIT.02 - Custodian	6,110	7000	7000
PER.SIT.03 - Set Up Crew	5,750	6000	3000
PER.SIT.09 - Sound Technician	9,000	9500	18000
PER.SIT.11 - Lead Teacher/s and Assistant	6,950	6950	3475
PER.SIT.12 - ER Payroll Taxes	2,567	2567	2044
Total Site Support Staff	<u>34,877</u>	<u>36,517</u>	<u>35769</u>
Other Personnel Expenses			
PER.MIS.01- Miscellaneous Personnel	300	500	500
PER.SIT.07 - Worker's Compensation	1,750	1923	1923
Total Other Personnel	<u>2,050</u>	<u>2,423</u>	<u>2423</u>
Total Personnel	<u>349,259</u>	<u>340,145</u>	<u>336093</u>

	WORKING BUDGET FOR 2019-2020	REQUESTED BUDGET FOR 2020-2021	BOARD BUDGET FINAL 2020-2021
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Religious Exploration			
COM.OWL.03 - COA/OWL Expenses	200	200	200
COM.REL.03 - RE Program Expenses	3,800	4000	2000
Total Religious Exploration	<hr/> 4,000	<hr/> 4,200	<hr/> 2200
 RESERVES			
RES.BAG.01 - B&G Reserve	6,000	5000	5000
RES.SND.01 - Sound Reserve	1,000	1000	1000
RES.AFR.01 - Appliance & Furnishing Reserve	1,000	1000	0
RES.SAB.01 - Minister Sabbatical Reserve	0	3600	3000
Total Reserves	<hr/> 8,000	<hr/> 10,600	<hr/> 9000
Total Expenses	<hr/> 447,700	<hr/> 440,955	<hr/> 434,798
Net Income	(1,625)	(10,255)	(47,151)

NOTES on requests, usage, and basis for line item

Budget assumes campus is only open for 6 months

pledges on completion of Pledge Drive x 95%

normally goes up \$4k/yr - not this year per negotiation

40 Sundays @ \$150/Sunday

unrestricted funds from grant

NOTES on requests, usage, and basis for line item

Budget assumes campus is only open for 6 months

used for annual retreat/steering meeting

extrapolating, \$500 should be more than enough - instantchurchdirectory, flowers, handouts, etc
\$1600 per Chris Lehman - use \$1200 reserves per Jill

per Caroline DeMar for honoring donors
per Rich Macdonald based on actual bills and 3 years history
per Irv Himmelblau
per RevT. for guest speakers & new lecturn, etc

per Tracey
per Tracey
per Tracey
per Tracey
per Tracey
per Tracey

per UUA-APF
no longer active

not used this year

\$6k from 19/20 reserves and 1.5k from 20/21

NOTES on requests, usage, and basis for line item

Budget assumes campus is only open for 6 months

\$4056 per bills + \$300 contribution to CIMA Volunteer insurance pmt shared with Casas de Luz
per bills

12x21=252 (but seems to vary so 300 is probably more than enough)

Shermans, BGilpin, LindaGP. \$733.88 2x/yr for 10 years started 12/2018

per bills

per Ed Mlakar - blue sky big ticket items from reserves : \$2500 for leaks, \$20,000 for stairs

7.65 % of salary and housing up to the Social Security tax cap and 1.45% of the excess.
plus \$9500 net signing bonus on first PR

per Dale

per Dale

per Dale

per Dale

includes COLA

7.65% PR tax rate

per Dale

per Dale

per Dale

NOTES on requests, usage, and basis for line item

Budget assumes campus is only open for 6 months

per Dale

per RE Committee request additional \$1k stipend for helping onboard new staff

new hire

7.65% PR tax rate

includes COLA.

includes COLA

7.65% PR tax rate

per Dale

per Dale

per Dale

per Dale

per RE Committee

per RE Committee

7.65% PR tax rate

background checks

from this year's bill

NOTES on requests, usage, and basis for line item

Budget assumes campus is only open for 6 months

extrapolating, \$3k should be fine - \$4k requested by RE Committee
there is \$900 in FND.YOU.02 available for Board to spend

per Ed - "Blue sky" asks are \$2500 for emergency roof and \$20,000 for stairs.

only need to cover fee for substitute speakers - minister's expenses already budgeted for

We will have surpluses from this year thanks to :

CARES ACT PPP \$47,000

SPIRIT LEVEL GRANT \$18,000

EIDL GRANT \$10,000

TOTAL: \$75,000