Unitarian Universalist Fellowship of Ames  
Board of Directors  
May 17, 2023, 6:30 p.m.; Channing/Barton Room & Zoom  
[TENTATIVE] Agenda

6:30  Item 1  Call to Order, Chalice Lighting, Approve Agenda  
       Gurganus

6:35  Item 2  Consent Agenda  

    a) Minutes  
       Pg. 3  
    b) Committee Reports  
       Pg. 6  
    c) Christopher’s Resignation  
       Pg. 8  
    d) Caring Network Description  
       Pg. 10  

6:40  Item 3  Liaison Reports  
       Board

6:45  Item 4  Minister’s Report  
       Galazen

6:55  Item 5  Financial Report  
       Separate Francom  

   Item 6  Action Agenda

7:00  a) RE Fund Campaign  
       Pg. 11  
       Koehrsen

7:15  b) June & August Offertory Recipients  
       Saul

7:25  c) Chalice Lighters Grant Re-Application  
       Gurganus

7:30  d) Board Vacancy  
       Gurganus

7:40  e) Website Development  
       Duckstein

7:50  Item 7  Process Observer’s Report

7:55  Item 8  Items for the Good of the Fellowship

8:00  Treat Break

8:10  Item 9  Adjourn to Executive Session

Page 1
2023 Board Covenant

One decision, one voice
Be respectful & generous of others/individual differences
Express opinions & solicit diverse views
Create time for all viewpoints to be heard
Be here, present, and prepared
Be generous in time, talent, treasure, and spirit
Celebrate joys and successes
Be mindful of platform & communication
Our eight UU principles guide us

Process Observer Schedule

May 17 - White  August 16 - Chase  November 15 - Saul
June 21 - Witherspoon  September 20 - Francom  December 20 - White
July 19 - Woline  October 18 - Olson

Timekeeper Schedule

May 17 - Olson  August 16 - Witherspoon  November 15 - Francom
June 21 - Saul  September 20 - Woline  December 20 - Olson
July 19 - White  October 18 - Chase

Sunday Service Assistance Signup: uufames.org/sundayassistance

8th Principle

- Changing the narrative.
- Willingness to be uncomfortable.
- Get proximate.
- Fighting against hopelessness.
- Does this decision accountably dismantle racism and other oppressions in ourselves and our institutions?
Item 2.a. April Minutes

Unitarian Universalist Fellowship of Ames
Board of Directors
April 19, 2023, 6:30 pm; Room 3 & Zoom
[DRAFT] Minutes

Present: Christopher Chase, Bradley Duckstein (ex-officio), Mike Francom, Rev. AJ Galazen (ex-officio), Jamie Gurganus, Nichole Olson, Keary Saul, Jeff White, Mark Witherspoon, Tigon Woline

Absent: none

1. The meeting was called to order at 6:33 pm by President Jamie Gurganus. Rev. Galazen presented a reading and the chalice was lit.
   a. [MOTION]: Approve agenda as presented. (Francom, Witherspoon, motion carried)
   b. Saul agreed to serve as process observer and Francom agreed to serve as timekeeper for the meeting.

2. Consent Agenda
   a. March Minutes
   b. Committee Reports
   c. General Assembly Delegates & Appointment Delegation
      i. Delegates thus far: Jamie Gurganus, Mary Richards
      ii. Executive Leadership Team delegated to make future appointments.
   d. [MOTION]: Approve consent agenda as presented. (Witherspoon, Chase, motion carried)

3. Board Liaison Reports (information not included in packet)
   a. Library Committee
      i. The library committee introduced the relocation of the children's collection to a space more relevant/accessible/approachable for its target audience. The RE Committee is on board for such a change and offered a few volunteers for the effort. Both groups considered moving the children's collection, as well as moving the general collection and creating a multi-use room from the current library. After representatives from the library committee walked through several options (upper kitchenette, Emerson, Channing, current library) with the administrator, the scope of work required for each space was determined to be too much to immediately “jump into” without first trying to see if changes would indeed be useful to the different target audiences. The library committee will be working on gathering such information. No timeline has solidified at present, but it has been acknowledged that sooner is desired on many fronts.
      ii. The religious education staff has been hard at work revising the children's collection (weeding, recategorizing, etc.) to make it more relevant and useable. They have also utilized an online cataloging and checkout system. An open house will be held on Sunday, April 30 before and after the service to share the changes with the congregation.
   b. Committee on Shared Ministry
      i. Soup lunch on April 2 was successful. Have good “working well” and “wish it was better” lists as a jumping off point. Online session on April 9 also went well.
c. Art Exhibition
   i. Isaac Prior exhibit will be coming down on Tuesday, April 25. Next exhibit is Rex Heer, a Boone County acrylic painter with a nature focus; installation on April 29.

4. Minister’s Report
   a. As presented in writing.
   b. Additions to written report:
      i. Religious Educator has made announcement at their current congregation, so we are now cleared to make our introduction of them.
      ii. MFC Renewal – Board needs to respond to questions on provided forms before June 14 meeting. Transition Team is also providing responses. The next Transition Office evaluation (what has been previously done by the board) is due in August.

5. Financial Report
   a. As presented in writing (including separate addendum document).
   b. Reported expenses include audio-video project that will be reimbursed by endowment.
   c. [MOTION]: Accept financial report as presented. (Saul, Witherspoon, motion carried)

6. Action Agenda
   a. Calendar Adjustments
      i. Board meeting – shifting from June 21 to June 14
      ii. ELT meeting – shifting from June 7 to May 31
   b. June & August Offertory Recipients
      i. June recipient (“Ames Community School District ELL & BIPOC programs”) needs to be better clarified, so funds can be sent for a specific program.
         1. Saul will reach out to district and find options for the board to consider.
      ii. August recipient (Friends of Ada Hayden Heritage Park) has asked to be removed from this year’s slate and considered next year instead, due to an anticipated campaign they would like to hold. At the annual meeting in December, concern was expressed over the lack of 8th-Principle-relevant recipients. Board consensus in favor of reaching out to 8th Principle Awareness & Action Group for suggestions.
   c. Compensation/Negotiation Volunteer
      i. A volunteer is needed to work with the treasurer and ministerial search team to meet with the UUA compensation consultant. Woline volunteered.
   d. Congregational Meeting Debrief & Bylaws Taskforce
      i. Comments on the meeting:
         1. Congregants seemed pleased with the result of the tabling Article III.
         2. Board generally felt good about process.
      ii. Moving forward:
         1. Idea: Statement of identity with congregational approval
            1. Concern re: another document to maintain. Maybe brevity in keeping in bylaws is good?
         2. Personal connection with specific individuals is needed (both friends that spoke up and those concerned with youth changes).
         3. Is the “pain” too new to have this addressed in December?
         4. Do we need to “get people used to” these particular changes?
5. Board did not originally clearly state the why for changes, and recommendations by others do not seem sufficient. Need to do this for the next round.
6. UUA has a guide to writing bylaws, which seems particularly relevant/useful.
7. Who are the stakeholders that should be involved in a discussion?
   1. Membership Services
   2. Generosity Team
   3. Larger conversation/workshops with congregation
   4. Friends, both “concerned” and not
   5. Past decision makers (i.e. 2012 bylaws taskforce)
8. More advance notice (4-6 weeks, rather than 2).
   iii. Woline volunteered to convene a group. Witherspoon will help as needed.

7. Items for the Good of the Fellowship
      i. All present and involved, all spoke up and communicated well with each other, cooperative, came together to create paths forward.
   b. Items for Future Meetings
      i. AJ’s MFC evaluation – conversation with AJ at June 14 meeting
      ii. RAGBRAI (in Ames on July 25) – consensus in favor of not hosting anything here at the building, open to external volunteering possibilities.
   c. Calendar Items
      i. April 29, 10:00am: LGBTQ roundtable (original date)
      ii. May 3, 5:30 pm: ELT (original date)
      iii. May 6, 10:00 am: Leadership development workshop (new)
      iv. May 7, after service: Music roundtable (new)
      v. May 17, 6:30 pm: Board meeting (original date)
      vi. May 31, 5:30 pm: ELT (revised date from original June 7; setting June agenda)
      vii. June 14, 6:30 pm: Board meeting (revised date from original June 21)

8. Adjourned to 7:59 pm.

Addendum A

From: Congregational Administrator <uufa@uufames.org>
Date: Wed, May 3, 2023 at 1:21 PM
Subject: UUFA new members - IMMEDIATE RESPONSE REQUESTED
To: Board <board@uufames.org>

Hello board,
We have a list of new members to approve. Please reply by Thursday (tomorrow), noon, as this Sunday is New Member Sunday.

Jan Addy
Norton Addy
Lila Brandeberry
Alison Rutledge
Joe Smith
We need a motion and second, then votes. All have taken the class (or equivalent), but I'm still waiting on pledges to come in, so the motion needs to be "pending receipt of a pledge."

Thanks,
~Bradley

BRADLEY DUCKSTEIN | CONGREGATIONAL ADMINISTRATOR | HE/HIM/HIS

From: Mike Francom <francom.mike@gmail.com>
Date: Wed, May 3, 2023 at 1:24 PM
Subject: Re: [Board] UUFA new members - IMMEDIATE RESPONSE REQUESTED
To: Congregational Administrator <uufa@uufames.org>
Cc: Board <board@uufames.org>

I don't see any issues there:

I motion, pending receipt of a pledge, that we accept these people into UUFA Membership:
Jan Addy, Norton Addy, Lila Brandeberry, Alison Rutledge, Joe Smith

Best Regards,
Mike

From: Keary Saul <kearysaul@gmail.com>
Date: Wed, May 3, 2023 at 1:31 PM
Subject: Re: [Board] UUFA new members - IMMEDIATE RESPONSE REQUESTED
To: Mike Francom <francom.mike@gmail.com>
Cc: Congregational Administrator <uufa@uufames.org>, Board <board@uufames.org>

I second Mike's motion.

Roll call unanimously in favor.

BD 5/5/23
### Item 2.b.: Committee Reports

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<th>Notes</th>
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<tr>
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<td>Feb 2023</td>
<td>Galazen</td>
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**Website Taskforce**
2023.04.16, Brenda Witherspoon

Members of the task force have been chipping away at tasks that include making suggestions for additions, subtractions and edits to the current website. Much of that is finished, and some areas — notably RE — remain in process. We have received some suggestions that are outside of our scope and are passing those on to the board and to Bradley so they might inform the next iteration of the website. Notably, ministers with ties to our congregation made a number of suggestions. I will forward those to Bradley to share with the board.

**Library Committee**
From: Sue Koehrsen
Date: Mon, May 1, 2023 at 9:13 PM
Subject: [Library] UUFA Library open house
To: RE Committee
Cc: RE Staff, Library Committee

Hi All,

Just wanted to report a very successful library open house on April 30 thanks to Gabby’s and Rylee’s vision and persistence and Bradley’s help with promotion and food. Lots of people stopped by, both before and after the service, and there were all kinds of favorable reactions, including surprise that we have such a strong collection and nice space. The event truly accomplished what we had hoped for - an expanded visibility and appreciation for the Dustin Berger Memorial Library…..with a new emphasis on the children’s collection. And kids checked out books!

Hopefully we can sustain this momentum with continued support and “marketing”. As discussed earlier the Library Committee is looking to RE to create a library subcommittee for promoting/managing the children’s collection. Just let us know when that happens so that we can be helpful as needed.

It’s great fun to experience a success…..and especially when young adults have been the driving force. And we have learned from them!

As always, thanks to the Bergers for making this possible,

Sue Koehrsen
For the Library Committee

**Caring Network Minutes for April 13, 2023**

Attending: Rilla Fox, Trish Strah, Jonah Powell, Carol Barrick, Lynne Van Valin, and Dorothy Lewis

1) **Chalice Reading** by Rilla Fox
2) **Minutes** from Jan 2023 meeting approved without correction
3) **Discussed revised Mission Statement and approved with minor corrections.** The new version with corrections is attached.
4) **Caring Network Saturday Round Table is May 20 at 10 AM**
   
   Rilla met with Rev. AJ Galazen and was advised that the meeting required no advance preparation by the committee. He will facilitate the meeting and will direct the conversation around questions of:
   
   a) What do you love?
   b) What do you wish for?
c) Who is taking care of those in need?
d) Is this a place of kindness?
e) Who benefits from this work?

5) Jean Peterson Memorial Service Saturday, June 17 at 2:30
   Please put date on our calendars. There will be light refreshments. Other details are pending discussions between Rev AJ Galazen and the family.

6) Review of preparation checklists for memorial services
   Rilla and Rev AJ Galazen are reviewing the two checklists for preparations for UUFA memorial services. We will discuss the checklists at the May 11 meeting.

7) Review recent outreach/events
   a) [2 households redacted]

8) People of New or Ongoing Concern
   a) [6 households redacted]

9) New business
   Discussed adding a Caring Network member identifier to our nametags to encourage communication with UUFA members. Rilla will investigate.

   Notes: Next meeting is May 11, 2023 at 11 am.

Item 2.c.: Christopher’s Resignation

From: Chase, Christopher
Date: April 20, 2023 at 6:27:47 PM CDT
To: Gurganus, Jamie
Subject: Resigning my UUFA Board Position

Dear Jamie,

This email is to inform you that I will resign my position as ‘Past President’ on the UUFA Board of Directors effective the last day of May, 2023.

With every good wish,
Christopher W. Chase
Item 2.d.: Caring Network Description

Caring Network
Mission and Function Statement
Revised April 2023

Mission:
The mission of the UUFA Caring Network is two-fold, one spiritual and one practical. The spiritual mission is to knit together the congregation with a spirit of caring. It is also our mission to provide practical support to one another in times of challenge and celebration. We seek to involve the entire UUFA community in caring for each others’ needs.

Function:
The Caring Network’s core committee collaborates with the minister to coordinate a network of caring teams. Volunteers are recruited from the congregation to make up the teams. Volunteers sign up for a particular team, according to the specific need they want to serve. A group email list is compiled by the UUFA administrator for each team. When a need arises, a group email is sent to the appropriate team. The network includes the following: 1) a cards and calls team, 2) an end-of-life concerns team, 3) a memorial receptions team, 4) a transportation team and 5) an in-home meals team. As other caring needs arise, the core committee develops plans to meet them, if possible.

The core committee is made up of 5-8 volunteers and is headed by a volunteer chair. The core committee typically meets with the minister once each month. At the meetings, the core committee attempts to identify people in need of support. One of the committee’s ongoing efforts is to develop better ways to know who and how to offer support. The committee emphasizes the importance of being sensitive to needs not only for caring but also needs for respect, confidentiality and autonomy. Once needs are identified, the core committee makes specific caring plans for the coming month and reviews efforts for the previous month. Immediate needs identified between meetings are met in a timely manner. In these cases, the core committee consults by email. When necessary, the chair takes responsibility for making sure a need is met. The chair is also responsible for preparing a monthly agenda, providing leadership for meetings and compiling a yearly report to the UUFA Board. The secretary’s function is to keep minutes and send them to the core committee and to the board liaison.
Filling the RE Coordinator position with a dedicated full-time professional represents a significant staff upgrade and comes with a commensurate increased financial obligation. The Generosity Team is committed to meeting the current operational budget needs of the Fellowship, along with several possible program and staff changes that will increase financial needs over current levels. Funding the RE Position, however, requires an ongoing financial commitment exceeding the likely capacity of our annual budget campaign.

The Endowment Committee is prepared to undertake a special asking to cover the anticipated shortfall in available funding specifically for the RE Director position. The campaign goal will be to obtain $150,000 in cash and pledges for the period from August 2023 extending through 2024, 2025, and 2026. This assumes the Board will budget for the remainder of the $75,000 to $80,000 required to fully fund the position.

The Endowment funding assistance will be provided to the Fellowship Board specifically for this position as required, up to the $150,000 total. The intent is not to backstop general operations shortfalls or for other staff or programs. Any money collected in this campaign but not required for the RE position will revert to the Common Endowment of the Endowment Fund. It is anticipated the increased staffing and emphasis on the RE program will result in growth of financial support of the operating budget over the coming years.

A new Specific Reserved Endowment (RE Director Fund) will be established within the Endowment Fund. There is currently $10,000 (Lotus Miller bequest) in the Endowment Fund designated to be used for special programs. With Board concurrence, this balance will be moved to the new fund to provide a seed for the pledge campaign. It should be noted, the seed has already sprouted as there have been several significant pledges already committed to the project.

Questions and comments are welcomed.

Submitted for concurrence and approval by the ELT and Fellowship Board
UUFA Endowment Committee
5/3/2023
May 2023 Board Meeting Financial Report

Dear UUFA Board Members,

I have reviewed the April 2023 financial documents sent to me by the congregational administrator. There remain sufficient funds on hand for normal operations. Thanks to the generosity of fellowship members, careful budgeting practices, and prudence in expenditure, our fellowship remains in great financial health.

Current Balances:
The checking account balance at the end of April was $85,963.29 with outstanding checks totaling $995.50 and outstanding deposits totaling $1,469.00, for an adjusted balance of $86,436.79. We remain above our goal level of having at least one month’s operating expense (~$26,000) in checking. The savings/money market account balance at the end of April was $43,264.42. The savings balance is at a level that could cover about 1.5 months of operating expenses, while three months is preferred. This is not of major concern given the health of the checking account, as well as other backup sources.

Revenue Highlights:
- Of the $299.8K of projected open pledge income, about $141K, or about 47% of the year’s budgeted revenue has been received so far in the 2023 budget year.

Expense Highlights:
- I have reviewed the checks and credit card expenditures for April 2023 and find all charges to be appropriate.
- At the end of April, 33.3% of the year had expired, while 33.1% of budgeted expense had been executed.
- Some technology costs approved by the board to come from the endowment fund have been charged to the operating budget in March on the special projects line. These charges remain and are expected to be reimbursed from the endowment in upcoming months.
- Looking Forward: Currently budgeted funds for 2023 should be sufficient to cover the new RE staff position through the end of the year. Future year budgets will need to increase to support the cost in those years.

The financial statements are included with the board meeting documents for your review. Operations will continue as they are currently. Any issues, other than normal operation, have been brought to the Board.

Submitted for Board review and comment,

Mike Francom, Secretary-Treasurer
## Unitarian Universalist Fellowship of Ames

**Consolidated - April 2023 - SUMMARY (short form)**

**Prior Period End**  
**Current Period**  
**Year to Date**  
**YTD Budget**  
**YTD Budget %**  
**Annual Budget**  
**Ann. Budget %**

### INCOME

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**Total Income**  
107,991.03  
33,928.53  
141,919.56  
100,629.33  
141.03%  
301,888.00  
47.01%

### EXPENSES

**Fixed Expenses**

| Program Staff | 28,275.79 | 8,983.19 | 37,258.98 | 46,039.67 | 80.93% | 138,119.00 | 26.98% |
| Support Staff | 19,288.90 | 6,155.08 | 25,443.98 | 27,444.00 | 92.71% | 82,332.00 | 30.90% |
| Administrative Expense | 3,328.74 | 1,900.32 | 5,229.06 | 8,125.33 | 64.36% | 24,376.00 | 21.45% |
| Building & Grounds | 9,464.65 | 2,142.82 | 11,607.47 | 10,740.00 | 108.08% | 32,220.00 | 36.03% |

**Subtotal Fixed Expenses**  
60,358.08  
19,181.41  
79,539.49  
92,349.00  
86.13%  
277,047.00  
28.71%

**Departments/Committees**

| Denominational | 4,587.25 | 4,627.50 | 9,214.75 | 6,156.33 | 149.68% | 18,469.00 | 49.89% |
| Board Expenses | 217.37 | 0.00 | 217.37 | 100.00 | 217.37% | 300.00 | 72.46% |
| Religious Education | 3,068.40 | 1,159.35 | 4,227.75 | 3,427.67 | 123.34% | 10,283.00 | 41.11% |
| Social Responsibility | 6,154.47 | 556.00 | 6,710.47 | 3,004.67 | 223.33% | 9,014.00 | 44.14% |
| Programs | 358.94 | 113.41 | 472.35 | 996.67 | 47.39% | 2,990.00 | 15.80% |
| Ministry Expense | 362.26 | 168.59 | 530.85 | 600.00 | 88.48% | 1,800.00 | 29.49% |

**Subtotal Departments/Committees**  
14,748.69  
6,624.85  
21,373.54  
14,285.33  
149.62%  
42,856.00  
49.87%

**Other Expenses**

| Other Expenses | 5,649.89 | 0.00 | 5,649.89 | 550.00 | 1027.25% | 1,650.00 | 342.42% |

**Subtotal Other Expenses**  
5,649.89 | 0.00 | 5,649.89 | 550.00 | 1027.25% | 1,650.00 | 342.42%

**Total Expenses**  
80,756.66 | 25,806.26 | 106,562.92 | 107,184.33 | 99.42% | 321,553.00 | 33.14%

**Excess Income/Expenses**

| Excess Income | 27,234.37 | 8,122.27 | 35,356.64 | -6,555.00 | -19,665.00 |

**Please note that all reports are unaudited and subject to final adjustments.**
## Unitarian Universalist Fellowship of Ames
### Income and Expense Statement
#### Consolidated - April - DETAIL (long form)

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<th>AS % OF</th>
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<td>33,528.53</td>
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### EXPENSES
#### FIXED EXPENSES

**PROGRAM STAFF**

- Program Staff Salaries: 33,333.33
- Net Salary Received: 20,425.93
- Payroll-deducted UUA pledge: 0.00
- Benefits plus Retireement: 5,426.19
- FICA: 0.00
- Professional Development: 2,423.67

**SUPPORT STAFF**

- Staff Salaries: 14,595.64
- Benefits and Retirement: 3,091.12
- FICA: 1,531.70
- Professional Development: 70.44

**TOTAL SUBTOTAL SUPPORT STAFF**: 19,286.90

**PROGRAM STAFF EXPENSES**

- Salaries and Wages: 70,317.75
- Salary and Wages - Support Staff: 11,555.17
- Salary and Wages - Program Staff: 58,762.58
- Benefits and Retirement: 5,426.19
- FICA: 1,531.70
- Professional Development: 2,423.67

**TOTAL ADMINISTRATIVE EXPENSE**: 78,327.77

**INSURANCE**

- Workers’ Comp Insurance: 0.00
- Umbrella: 0.00
- Multi-Peril: 0.00

**TOTAL INSURANCE**: 0.00

**PHONES & INTERNET**

- Telephone & Internet: 832.74
- Website: 151.95

**TOTAL PHONES & INTERNET**: 984.69

**COMPUTER EXPENSES**

- Computer Hardware: 0.00
- Computer Software: 219.42

**TOTAL COMPUTER EXPENSES**: 219.42

**LEASED EQUIPMENT**

- Copier Lease: 675.79

**TOTAL LEASED EQUIPMENT**: 675.79

**SUBTOTAL ADMINISTRATIVE EXPENSE**: 3,326.74

**BUILDING & GROUNDS**

- Furniture/Equipment: 0.00
- Utilities: 0.00

**SUBTOTAL BUILDING & GROUNDS**: 3,326.74

**BUILDING MAINTENANCE**

- Janitorial Supplies: 136.50
- Repairs/Maintenance: 603.33
- Service Contracts: 2,487.75

**SUBTOTAL BUILDING MAINTENANCE**: 3,226.58

**TOTAL EXPENSES**: 3,553.32

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**Notes**: All amounts are in USD. percentages are rounded to two decimal places.
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<th>Current Period</th>
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**DEPARTMENTS/COMMITTEES**

**DENOMINATIONAL**

- UUA: 4,587.25 (4,627.50), 9,214.75 (6,156.33), 149.68% (149.68%), 18,469.00 (49.89%)
- Partner Church Council: 0.00 (0.00), 0.00 (0.00), 0.00 (0.00)

**BOARD EXPENSES**

- Board Retreat: 217.37 (217.37), 66.67 (326.06%), 200.00 (108.69%)
- President’s Discretion: 0.00 (0.00), 0.00 (33.33%)

**RECREATIONAL**

- Adult RE: 0.00 (0.00), 0.00 (0.00)
- Y9-12 Program Supplies: 70.00 (70.00), 166.67 (42.00%)
- Y6-8 Program Supplies: 32.03 (32.03), 66.67 (48.05%)

**K-5 Children**

- Program Supplies: 223.63 (17.11), 240.74 (833.33), 25,000.00 (9.63%)
- Annual Programs: 0.00 (0.00), 0.00 (333.33), 1,000.00 (1.00%)
- Summer Camp: 0.00 (0.00)

**ORDINARY EXPENSES**

- Nursery Supplies: 0.00 (0.00), 0.00 (66.67)
- Nurs Pd Childcare: 2,599.28 (1,106.27), 3,705.55 (1,666.67), 222.33% (5,000.00)
- Nurs Pd Childcare - FICA: 131.14 (29.81), 160.95 (127.67)

**SUBTOTAL REVENUE RESPONSIBILITY**

- 3,086.40 (1,159.35), 4,227.75 (3,427.67), 123.34% (10,283.00), 41.11%

**SOCIAL RESPONSIBILITY**

- 6,156.33 (556.00), 6,710.47 (3,014.67), 223.33% (9,014.00), 74.44%

**PROGRAMS**

- Art Exhibition: 0.00 (0.00), 0.00 (83.33)
- Endowment Acquisition: 0.00 (0.00), 0.00 (33.33)
- Berger Library: 81.00 (96.31), 177.31 (63.33), 279.96% (190.00)
- Membership Services: 12.54 (17.10), 29.94 (250.00), 11.98% (750.00)
- Stewardship: 0.00 (0.00), 0.00 (166.67), 0.00% (500.00)
- Sunday Service Committee: 265.10 (0.00), 265.10 (20.00), 66.28% (60.00)

**MINISTRY EXPENSE**

- Kitchen Supplies: 210.57 (168.59), 379.16 (200.00), 189.58% (600.00)
- Catering Network: 0.00 (0.00)
- Church Supplies: 151.69 (151.69), 166.67 (91.01%)

**SUBTOTAL MINISTRY EXPENSE**

- 362.26 (168.59), 530.85 (600.00), 88.48% (1,800.00), 29.49%

**SUBTOTAL DEPARTMENTS/COMMITTEES**

- 14,748.69 (6,624.85), 21,373.54 (14,285.33), 149.62% (42,856.00), 49.87%

**OTHER EXPENSES**

**OTHER EXPENSES**

- Special Projects: 5,649.89 (0.00), 5,649.89 (166.67), 3389.93% (500.00)
- Licensing: 0.00 (0.00), 383.33 (0.00), 1,150.00 (0.00)

**SUBTOTAL OTHER EXPENSES**

- 5,649.89 (0.00), 5,649.89 (550.00), 1027.25% (1,650.00), 342.42%

**TOTAL EXPENSES**

- 80,756.66 (25,806.26), 106,562.92 (107,184.33), 99.42% (321,533.00), 33.14%

**EXCESS INCOME/EXPENSES**

- 27,234.37 (8,122.37), 35,356.64 (6,555.00), -19,665.00
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<th>July</th>
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*Please note that all reports are unaudited and subject to final adjustments.*
## CONSOLIDATED ALL FUNDS

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**PLEASE NOTE**: The agreed upon roof repayment for FY2022 to Unrestricted Net Assets has now been made in full, as well as the FY22 repayment to the capital replacements fund and a partial repayment for FY23. Funds that come in will continue to be repaid to the capital replacements fund through 2023.

Pledged Roof 2021 - Outstanding: $65; Received: $202,900.76
Pledged Roof 2022 - Outstanding: $4,800; Received: $32,335.00
Pledged Roof 2023 - Outstanding: $10,005; Received: $25,930.00
Filling the RE Coordinator position with a dedicated full-time professional represents a significant staff upgrade and comes with a commensurate increased financial obligation. The Generosity Team is committed to meeting the current operational budget needs of the Fellowship, along with several possible program and staff changes that will increase financial needs over current levels. Funding the RE Position, however, requires an ongoing financial commitment exceeding the likely capacity of our annual budget campaign.

The Endowment Committee is prepared to undertake a special asking of the entire Fellowship to cover the anticipated shortfall in available funding specifically for the RE Director position. The campaign goal will be to obtain $150,000 in cash and pledges for the period from August 2023 extending through 2024, 2025, and 2026. This assumes the Board will budget for the remainder of the $75,000 to $80,000 required to fully fund the position.

The Endowment funding assistance will be provided to the Fellowship Board specifically for this position over the next three plus years up to the $150,000 total. Based on current projections, transfers will not exceed $10,000 in 2023, $50,000 in 2024 and 2025, and $40,000 in 2026. If the campaign falls short of target, transfers will be reduced proportionately, or the Endowment Committee will consider allocating funds from the Common Endowment as necessary.

The intent of this effort is not to backstop general operations shortfalls or to fund other staff or programs. Any money collected in this campaign but not required for the RE position will revert to the Common Endowment of the Endowment Fund. It is anticipated the increased staffing and emphasis on the RE program will result in growth of financial support of the operating budget over the coming years.

A new Specific Reserved Endowment (RE Director Fund) will be established within the Endowment Fund. There is currently $10,000 (Lotus Miller bequest) in the Endowment Fund designated to be used for special programs. With Board concurrence, this balance will be moved to the new fund to provide a seed for the pledge campaign. It should be noted, the seed has already sprouted as there have been several significant pledges already committed to the project. It will, however, require support and contributions from all Fellowship members in order to reach our goal for this anticipated and necessary staff enhancement.

Questions and comments are welcomed.

Submitted for concurrence and approval by the ELT and Fellowship Board
UUFA Endowment Committee
5/3/2023 (revised 5/13/2023)