

**UUFCC Board Meeting Minutes Wednesday, January 24, 2024, at 7:00 p.m.
In person (room 6) and on Zoom**

APPROVED FEBRUARY 28, 2024

Respectfully submitted by Elaine Lau

Members Present: Suzanne Weinstein (president), Elaine Lau (secretary), Gretchen Kulda (president-elect), Martha Butler (treasurer), Cheryl Bohn, Jeffrey Catchmark, Rev. Tracy Sprowls (ex-officio)

Members absent: Jennifer Glick

Action Items:

- Martha will have a Gift Card Policy for the Board to review next month.
- Board members need to write 3 sentences describing them for the website.
- Suzanne will ask how others find a Pledge Campaign Chair in the President's Chat.

The Board voted unanimously to:

- give staff Juneteenth off and to require that Worship staff work on Christmas and Easter and be allowed 2 other compensated days off.

Strategic priorities - reminder: Ministerial Search, Mission/Vision, Social Action, Program Council.

Meeting called to order: Suzanne **6:59 p.m.**

Chalice Lighting: Martha Butler

Reading of board covenant: All

Changes to the agenda: Nominating Committee Discussion

Minutes approved: December 6, 2023.

Reports to be received and discussed as needed:

Minister, President, Treasurer and Finance & Stewardship Committee, DLRE, Building Committee, Program Council (verbal Report from Gretchen)

Program Council Report-

Gretchen Kuldau noted that budget requests were due to Martha for next year. Program Council did not have a budget in the past. Since they are sponsors of some social events, they will need a budget for the 2024-2025 year. Gretchen reported that they are understaffed and that a message about this will be placed in the enews. The purpose and function of the Program Council was discussed. This year's accomplishments were listed. Communication is a key role as they act as a conduit between the Board, committees, and the congregation. The Program Council receives reports from the committees, although representatives of some committees are lacking. Next month the Program Council will look at the charter and make recommendations to the Board. Rev. Tracy commented that the calendar for next year is set on April 23. Martha remarked that in the past the Service Auction took place in February and that helped to support the budget during the present year.

Minister's Report-

Rev. Tracy is meeting with a team to support the Small Group Ministry. She is trying to get Room 4 cleaned out so that we might pursue renting the space. She will be doing a sermon on Shared Ministry on Feb 4. Rev Tracy and the staff are working to improve mistakes happening on Sunday. She is trying to meet with Colleen Kennedy more regularly and in person. She reported that ads have been placed for the sexton position.

Fiduciary

Finances-

Martha Butler reported that unused funds budgeted from the Ministerial Search are not available because they were needed to cover shortfalls in other places in the budget. Bhakti Chan and Martha are working on the tax statements. Andy Lau is working with Envinity to ensure that the grant money is applied to the energy audit that took place. The energy audit recommendations for improving energy usage involve installing LED light bulbs and having more thermostat/heating controls in the rooms in the original RE wing. The latter recommendation is not currently a priority. Key fob access to the main door is an issue as the main doors pre-date considerations for the electronic connections necessary for fob access. Most firms suggest we should replace the doors. The new heating system pump has been installed. Andy Lau will look into selling the unused pump that was replaced. Martha will have a Gift Card Policy for the Board to review next month. She is also working on a Financial Records Retention Policy. Martha asked the Board if they have any budget requests for next year. Suzanne stated that \$1500 will be needed for the Paula Cole Jones workshop. Rev. Tracy indicated that she would like to acquire some new furniture and will get Martha a figure. Martha said she would like to see our pledge to the UUA increased to a full pledge.

Discussion and Decision Items

Social Action-

Two current committees are Green Sanctuary and Racial Justice. Rev. Tracy acknowledged that committees are not popular, and that people don't want to volunteer for a long term. Staff support is needed. She reported that new members in UU101 want to be of service. As we don't have a Social Action Committee, Rev. Tracy suggests that a Social Justice Coordinator is needed. In the meantime, she proposed that she and Ashley will fulfill this role. Hashtags will be added to member profiles in Breeze that indicate any social action activities that interest them. A Breeze Day is planned for February 4. Breeze would be updated regularly. Teams formed could work on a specific task. The Coordinators would make announcements, nurture leadership, notify members of upcoming events, and review the search committee's research on member interests in social justice. Rev. Tracy will liaise with the UUA and UUJusticePA while Ashley will liaise with our community partners. Rev. Tracy planned a Social Justice Sermon for February 18.

Nominating Committee-

The current Nominating Committee has begun their work and they face some questions about how to proceed given the changes in the procedure based on the new Bylaw 10. The board confirmed that the congregation will submit names for both board positions and nominating committee positions. The bylaw states that nominating committee candidates and board position candidates will be voted on at the annual meeting. However, because we are transitioning into the new system, which requires the current nominating committee to fill 5 positions on the new committee, the board believes that finding nominating committee members in the summer/fall to be voted on at the midyear meeting would be ok, if necessary. If more than one candidate is named, the Nominating Committee will select a single candidate for the congregation to vote on. The Nominating Committee will solicit names and explain the process to the congregation. A person can nominate themselves or others. If a person who self-nominates does not do so during the process of collecting names from the congregation, or is not chosen as the candidate during that process, they may submit their name 30 days prior to the meeting. In this situation, the congregation will vote on one of the two candidates.

Governance-

Martha commented that Finance and Stewardship should be one Committee in the Governance Chart. Suzanne plans to create a template for policies that will be available on the website. This would create a more uniform look on the website. Rev. Tracy indicated that grievance procedures and ministries structures should be included on the ministry page. The Board members need to write 3 sentences about them for the website.

Building Charter-

A review of the draft of the Building Committee Charter noted that language for the coordinator should be added if a sexton is hired. If a sexton is not hired, then language would be needed for who would coordinate. Rev. Tracy noted that information on who oversees the Building Committee is needed. Should it be staff?

HR Manual- Holidays (Christmas/Easter/Juneteenth)

Juneteenth is now a Federal Holiday for staff. Rev. Tracy said that Worship staff must work on Christmas and Easter and be allowed 2 other compensated days off. Gretchen Kuldau made a motion for staff to have Juneteenth off and to require that Worship staff work on Christmas and Easter and be allowed 2 other compensated days off. Cheryl Bohn seconded, and the motion passed unanimously. Rev. Tracy noted that a Grievance Procedure for Employees will be added to the HR Manual next month. The Manual will be reviewed every 3 years.

Fellowship Relations Committee- Taking on duties of Committee on Ministry
Tabled until next month.

Pledge Campaign- Ideas for a systematic process for finding chairs, etc.

Martha indicated that the Pledge Campaign Chair from the previous year and a new chair led the pledge drive in the past. It was suggested that a pledge campaign hashtag could be included in Breeze. Suzanne asked if the President was responsible for finding a pledge chair. If so, that should be included in the President's job description. Suzanne will ask how others find a Pledge Campaign Chair in the President's Chat. Martha said that updating the database is done at the same time that she is doing the budget.

Adjourn 8:56 p.m.

NEXT MEETING: February 28, 2024

REMINDER: Sign-up for Fellowship lock-up duty and chalice lighting.

UPCOMING DATES:

Annual Meeting: June 2, 2024

***75 Year Anniversary Coming Up in 2025 - Sarah Diaz and Bonnie Rossi to plan**

Attachments

- Minister's Report
- President's Report
- DLRE Report
- Building Committee Report
- Financial Report

Minister's Report
Rev. Dr. Tracy Sprowls
December 2023

Congregational Life

- I am going to start using the title minister rather than interim/transition minister.
- I am working on an announcement for the website about my staying so that the UUMA and social media can then share the news.
- I am meeting with the Hospitality Team leaders to offer my support for their ongoing health and vitality.
- Meeting with a team to do same for Small Group Ministry
- Trying to get Room 4 cleaned out so that we might pursue renting the space. I am aware that rentals are behind for the year and will discuss with staff. Ideas are appreciated.
- I'll be doing a sermon on Shared Ministry on Feb 4

Pastoral Care

- I am being notified of several deaths and other health concerns in the congregation or that are "congregation adjacent" directly.
- Reaching out and staying connected, especially Foxdale folks and those that I have been told about or who come to me.
- My pastoral abilities will be more structure and so will improve once I am local

Sunday Services

- All but three Sunday services are planned through June.
- I feel like there are too many mistakes happening on Sunday. The staff and I are working to improve this through a check list and checking in on the service as part of the weekly staff meetings.
- Please look at this link for Sunday numbers: [Event Attendance Count - Google Sheets](#)

Administration and Personnel

- Martha has suggested a small administrative budget for incidentals like holiday cards, staff holiday parties, etc. Good idea! Thank you.
- I am trying to meet with Colleen more regularly and in person.
- We have placed ads for the sexton position. I'll keep you informed.

Professional/Personal

- I am on call in February for the UU Trauma Response Ministry Team
- In the spring, I plan to begin meeting with the interfaith clergy group in State College and to join the UU ministers in their meetings.
- I am working with a spiritual director again.
- I joined a support circle for self-care which begins in January.
- I am living in the Razem's home through April 1.
- I am doing PT for my hip and knee. Once these are stronger I can exercise again.
- My mother was in the hospital last weekend. She has Diastolic Heart Failure.
- I have maintained Monday as my day off this month. Working on the other aspects of self-care.
- I will be away March 9 thru 16 for a yoga and contemplative practices retreat in Costa Rica.

Community/Social Justice

I went to the Gayla last weekend and had a great time! I plan to attend Gimme Shelter, the event to Benefit Local Affordable Housing Agencies. I will be attending the National Day of Racial Healing on Feb 2.

President's Report

Suzanne Weinstein

1/24/24

Since our December 6th board meeting I have accomplished the following:

Board business

- Submitted the Statement of Congregational Sponsorship for Jeff Thoms
- Sent a letter to the congregation to announce our decision to hire Rev. Tracy as a contract minister
- Announced that decision at the service on Dec. 10th.
- Completed parts of the UUA congregational survey due in early February
- Met with Tracy and Gretchen to plan the board meeting
- Developed the meeting agenda
- Submitted a monthly e-News column
- Met with Nominating Committee to discuss transition to revised nominating process per revised bylaws
- Met with Bhakti to discuss publishing policies online

DLRE Report to the UUFCC Board
Jan 24, 2024

So much happened in December and is continuing to happen as we race into 2024.

First of all, I'd like to share a story about a former RE kid whose life has been impacted by our work here. I heard from a mom that she always tries to start an evening meal with a time of sharing about what made her kids glad that day. One of the kids would always add something that made him sad or hurt that day because he said that that is how we do it in RE (sharing our joys and sorrows). This is a simple thing, but I am struck by this because this family is going through very difficult suffering and for this child to have a framework in his mind of sharing and holding both what is good and what is bad in his life and also knowing that it is good and important to share this with family feels like an anchor in a tossing sea for him. I am encouraged that even the simple rituals we practice have a grounding effect on the lives of our kids. December's events were numerous, but I believe they enriched the lives of our families and our congregation and so I am grateful for all the many hands who helped make them possible. Tracy and I started a new tradition of inviting the kids with their families to help us hunt and choose a tree for our sanctuary. Some of the kids had never helped to cut down a tree before, nor seen how the tree farm shakes, then binds the tree after it is cut. It was a wondrous experience and we enjoyed a lovely potluck afterwards. It was great fun! Our Family Chapel on "Mystery" was also well attended and a fun, interactive time to talk about the devastating time in the Middle East and how we love others even if they seem a mystery to us. Parents' Night Out was a very large gathering of kids as parents seemed to definitely need the time for their activities. The Holiday Play incorporated celebrating and learning about both Jewish and Christian winter traditions for which I heard warm gratitude from some of our "Jewunitarians" and the kids did an amazing job of jumping in to make this play come alive. For the middle school youth, this is a wonderful leadership and teamwork experience and for the younger kids, it is so lovely to have them jump in and be a part of our larger adult community on a Sunday morning. We also had creative and generous help from our LRE events team to create many of the booths at the Holiday Party. Our Gift Making time on Christmas Eve morning was also very popular among our families and the kids had fun crafting, eating, and playing. And families loved being in the sanctuary all together for the Christmas Eve Candlelight service.

Also, we had a lovely re-bonding time with the Lifespan Religious Education Team at my house for our holiday gathering and planned for the winter/spring ahead. I am meeting with the Faith Formation team this week to talk about helping to coordinate interfaith work with UBBC and possibly the University Methodist Church. I am very excited to talk with them about this. The Outreach team is ready to call folks and we'll be meeting soon.

We also had a lovely staff holiday gathering in December which was a nice time to just have fun together and see each other.

UUFCC Building Committee Report
January 9, 2024
Submitted by Troy Frank

Present: Phil Halleck, Andy Lau, Troy Frank

Projects

Disability Access Door Opener(s)

The rear/side entrance has been completed.

The front entrance contract has been paused, and some people have been bandying around the idea of replacing the front doors as part of this project.

Rooftop Solar

We need to get Miller to quote out replacing all our lights with LED's, and GoodCo to quote out putting individual thermostats and related plumbing in each room of the old wing. Deadline to reapply for this year's solar grants is January 23. Andy is going to contact Miller, and Phil is going to contact GoodCo.

Inspections

Phil is checking on any commercial inspections we need. He's also going to see if we can hire one company that is capable of doing all of them.

Insurance (Church Mutual) inspection responses

We've reviewed and updated that again, and are in process of doing most of the requested remediations. Some are scheduled for spring, such as outdoor tree trimming, and others like kitchen mats can be done within 60 days.

General Maintenance Tasks

Heating loop Pump for new wing

GoodCo is coming in the next week or two to take out the current unhelpful pump, and replace it with a new, simpler pump and controls.

Install new thermostats

Four have been replaced: the Sanctuary, Fellowship Hall, Library, and Rooms 1-6 (thermostat is in room 2, the DLRE's office). The 4 classrooms downstairs are next. The remaining 2 are the in the old wing: the Community Room and the offices; both require power from a wall outlet.

Kitchen dishwasher won't drain

Robinson Septic is the vendor that has cleaned the grease trap in the past. Andy will be making that call.

Inventory all lights, including outdoor motion lights and document their power source

Andy and Phil will be inspecting and fixing these over the next few months.

Kitchen hood cleaning

Church Mutual requires hood cleaning quarterly. The hood is rarely used because the kitchen isn't used often as a commercial kitchen. Our local code inspector recognizes the lack of use and does not require cleaning. We are gathering info on the cost of cleaning if we need to start a quarterly cleaning.

To: UUFCC Board
From: Martha Butler, Treasurer
Subject: December Financial Report
Date: January 19, 2023

December Financial Reports:

In the *Revenue and Expense Report*:

- Note that the current forecast is for no surplus/no deficit at the end of the year. Many forecasts were adjusted as we reached the half-way point in the fiscal year. Funds budgeted for the **Ministerial Search** have been released. However, we are experiencing shortfalls in several revenue items (**Building Use, Sunday plate, Non-Pledge Contributions**). In addition, we have unbudgeted **General Administrative** charges.
- We have received notification of our forecasted UUA assessment for the next fiscal year: \$24,919. The annual congregational certification is due in early February. The financial portion of this, based on the fiscal year completed in June 2023, will determine our assessment for the 2025-2026 year.

In the **Financial Position Report**:

- The Capital Improvement Reserves Fund now stands at \$28,500 if we include what remains in the UUA Legacy Grant fund that was not applied to the ADA door (in error). Another \$8K is committed to the remaining **parking lots repairs** and the **heating system pump**.
- The Board has approved adding **fob access to the main door** to reduce key costs and simplify key management. This has proved to be an issue, as the main doors pre-date considerations for the electronic connections necessary for fob access. This project also includes installing new crash bars on those doors as recommended in our security review. We had originally paid a deposit to Park Security to accomplish this (\$3K, 50% paid as a deposit). Park Security later decided we should have a separate contract with another firm for parts of this project. Park Security's charge (approximately \$1K) in the new estimate should be less than the deposit we paid. Bhakti is in the process of obtaining competing quotes for the non-Park Security work. The estimate from one vendor is \$7.1K to refit the door. Most firms suggest we should replace the doors.
- As noted above, we have also paid a 50% deposit for installation of the **heating system pump** (total \$6700). Installation has begun.

Other finance news:

SOLAR PANELS: The building inspection part of the energy audit has taken place. The energy audit is a preliminary step in the assessment of feasibility and costs of solar panels. The two leading recommendations for improving energy usage are: installing LED light bulbs and having more thermostat/heating controls in the rooms in the original RE wing. A decision was made to not apply for the solar panels in the current grant cycle. The recommended improvements all have greater than 5 year payback periods based on very preliminary cost estimates. We would need to have these projects estimated before considering them. I attended a webinar hosted by the Faith Alliance for Climate Change (based in northern Virginia). A recording and the slides will be available to all attendees. The main recommendations are to pursue all possible energy use reductions before a solar panel project. Numerous available financial resources were mentioned.

MULTI-PERIL INSURANCE: We requested a review and update of the underwriting of our policy given the improvements to our physical plant. Church Mutual arranged for an inspection. We have a list of improvements to consider and a very comprehensive questionnaire covering protection in case of power outages in winter. The Building group has responded to Church Mutual's risk control group who have accepted the report. Anti-skid mats will be installed in the kitchen and some additional tree-trimming will take place in spring. Discussions are ongoing on regular inspection/maintenance of the kitchen stove hood. The vine attached to the building has been removed.

POLICY RECOMMENDATIONS: The Committee has 2 policy areas to be considered this year: Records Retention and Gift Cards.

Helen Dempsey has updated the procedures for purchasing and selling gift cards and physical inventory. I have added a (preliminary) Gift Card Policy to accompany the procedures. The Committee did an initial review of the proposed policy, which we plan to present to the Board in February.

The Committee is beginning to consider requirements for financial Records Retention. This will include identifying classes of financial documents and recommendations for paper and digital storage, as well as destruction-age as appropriate. We recommend that other operational areas of the Fellowship do the same.

HUMAN RESOURCES: Our Financial Secretary Christine Eleazer has cleared out our interface with Empower (for the UUA Retirement system), including some 'leftover' items from many years ago. She is helping to design executive-level reports; there may be changes to see in the future.

UUFCC Revenue & Expense Report								
December 2023								
	Actual	Budget	Forecast		50%	% of	% of	
	2022-2023	2023-2024	2023-2024	This	YTD	Budget	Forecast	
			4	Month	Date			
REVENUE								
Fair Trade Coffee	1,004	1,500	1,500	120	768	51%	51%	
Brickwedde Fund	1,045	1,000	1,092	0	1,092	109%	100%	
Halleck Fund	6,592	3,200	3,200	0	0	0%	0%	

Building Use	10,179	17,000	15,000	40	3,004	18%	20%	
Regular Sunday Service Plate	5,908	7,500	7,000	696	3,151	42%	45%	
Pledge Receipts (in-hand)	370,685	375,000	375,000	23,297	223,640	60%	60%	
Non-Pledge Receipts	6,387	10,000	7,500	313	826	8%	11%	
Non-Recurring Gifts	770	0	0	0	0			
Last Year's Pledge	1,563	2,000	1,250	0	1,237	62%	99%	
Food Coupon Sales	2,935	4,000	4,000	190	1,790	45%	45%	
Interest	429	50	350	34	192	384%	55%	
Amazon Smiles	107	0	0					
Miscellaneous Income	250	0	0					
	407,854	421,250	415,892	24,689	235,700	56%	57%	
Special Projects								
Service Auction	12,430	12,000	12,000	18	328	3%	3%	
Yard Sale	7,536	7,000	6,800	0	6,756	97%	99%	
Youth Group Fundraiser	0	0	0	33	33			
Concert Series	2,160	2,000	2,000	0	620	31%	31%	
Music Expense Offset		500	500	0	500	100%	100%	
Chili Cookoff	379	400	413	0	413	103%	100%	
	22,505	21,900	21,713	51	8,650	39%	40%	
Ministerial Search (carryover)		14,500	14,500	0	14,500	100%	100%	
Previous Year Surplus (carryover)	64,561	17,000	40,400	0	40,400	238%	100%	w/o carryover
Total REVENUE	494,920	474,650	492,505	24,741	299,250	63%	61%	244,350
EXPENSE								
Committees								
Aesthetics	67	0	0	0	0			
Caring	1,683	1,200	1,200	0	821	68%	68%	
Stewardship	672	1,500	1,500	0	0			
Hospitality	0	100	100	0	0			
Leadership Development	942	500	500	0	140	28%	28%	
Library	0	0	0	0	0			
Membership	558	500	500	84	(62)	-12%	-12%	
Total Music	2,987	4,000	4,000	200	1,410	35%	35%	
Publicity	1,570	2,300	2,300	0	55	2%	2%	
Small Group Ministry	0	50	50	0	0			
Seder expenses	111	300	300	0	0			
Social Action	0	200	200	0	0			
Green Sanctuary	0	300	300	0	50	17%	17%	
Racial Justice	0	0	0	0	0			
Fellowship	0	100	100	0	0			
Suppers/Celebrations								
Worship Services	2,560	2,500	2,500	315	1,627	65%	65%	
Service Auction	310	500	500	0	0			
Yard Sale	508	500	550	0	550	110%	100%	

Game Night	0	50	50	0	0			
Total Committees	11,968	14,600	14,650	599	4,591	31%	31%	
Religious Education & Youth								
RE Program Expenses	3,627	3,000	3,000	839	2,075	69%	69%	
Coming of Age (reserve)	1,500	500	500	0	0			
UU UNO (reserve)	1,500	1,000	1,000	0	0			
Reserve for OWL Training	1,000	1,000	2,000	0	0			
OWL Facilitator Training	1,232							
Transfer from OWL Reserve	(1,232)							
Youth Group	34	200	500	10	49	25%	10%	
Adult Education	629	500	2,000	(25)	236	47%	12%	
Total RE & Youth	8,290	6,200	9,000	824	2,361	38%	26%	
Contributions								
UUA	17,652	11,327	11,327	944	5,664	50%	50%	
Total Contributions	17,652	11,327	11,327	944	5,664	50%	50%	
Transfers to Balance Sheet								
Capital Improvement Fund	0	0	15,000	0	15,000			
Operations Reserve Fund	0	0	12,500	0	12,500			
	0	0	27,500	0	27,500		100%	
Facilities								
Debt Service - Interest	12,004	25,936	25,936	1,072	6,746	26%	26%	
(budget includes principal reduction payments)								
Fair Trade Coffee	1,819	2,000	2,000	0	0	0%	0%	
Grounds	3,903	3,000	3,000	0	(1,306)	-44%	-44%	
Snow Removal	6,285	8,000	8,000	0	0	0%	0%	
Emergency Eqp & Supplies	193	400	400	0	0	0%	0%	
COVID related expenses	326	500	500	0	0	0%	0%	
Security	1,355	1,500	1,500	126	756	50%	50%	
Workers Compensation	979	1,000	936	(107)	936	94%	100%	
Umbrella Liability	350	350	350	0	350	100%	100%	
Multi-peril insurance/Liability	4,460	4,600	5,893	0	5,893	128%	100%	
Building Maintenance	5,695	5,000	5,000	1,687	2,938	59%	59%	
Inspections, Licenses, Permits	394	2,000	2,000	172	773	39%	39%	
Janitorial Supplies	485	250	500	140	358	143%	72%	
Kitchen Supplies	1,547	1,300	1,500	48	263	20%	18%	
Cleaning services	31,705	26,000	23,000	1,738	9,818	38%	43%	

Total Physical Plant, Grounds, Insurance	71,500	81,836	80,515	4,876	27,523	34%	34%	
Utilities								
Electric	3,036	3,500	3,500	281	1,483	42%	42%	
Gas	5,504	6,000	6,000	389	764	13%	13%	
Telephone	1,689	1,600	1,600	154	676	42%	42%	
Internet Service & WIFI	2,469	3,000	3,000	260	1,310	44%	44%	
Trash	1,059	1,200	1,200	97	582	49%	49%	
Water & Sewer	2,049	2,200	2,200	137	1,154	52%	52%	
Total Utilities	15,806	17,500	17,500	1,318	5,968	34%	34%	
Office								
Office Furniture	0	100	100	0	0			
Copier	3,748	4,200	4,200	308	1,716	41%	41%	
Postage	496	1,000	1,000	153	204	20%	20%	
Printing	0	200	200	0	0			
Office Supplies	1,801	2,200	2,200	0	311	14%	14%	
Total Office	6,045	7,700	7,700	461	2,232	29%	29%	
Technology								
QuickBooks fee	1,519	1,700	1,500	95	472	28%	31%	
Website Costs	692	500	1,000	0	442	88%	44%	
IT Hardware, Software, Services	2,520	2,500	4,000	(61)	1,146	46%	29%	
Breeze Church Management	809	900	900	72	365	41%	41%	
Credit Card Transaction Fees	1,184	1,500	1,500	53	368	25%	25%	
General Office & Admin Expense	49	0	1,000	769	804		80%	
Advertising/Printing	0	50	50	0	0			
Total Technology	6,773	7,150	9,950	928	3,597	50%	36%	
Professional Services								
Advertising/Printing	0	0	0	0	0			
Payroll Services - US Acct	2,420	2,500	2,800	236	1,382	55%	49%	
Attorney/Professional Service fees	73	4,150	2,000	0	0			
Total Professional Services	2,493	6,650	4,800	236	1,382	21%	29%	
Total Non-Personnel Expenses (budget includes mortgage payments)	140,527	152,963	182,942	10,186	80,818	53%	44%	
Personnel								
Total Minister	1,000	0	0					

Total Interim Minister	131,323	134,938	134,938	11,252	69,214	51%	51%	
Total DLRE	72,033	76,158	76,158	5,986	38,125	50%	50%	
Total Office Administrator	41,275	41,068	41,068	3,500	20,396	50%	50%	
Total Music Director	17,824	19,158	19,158	1,605	9,129	48%	48%	
Total Financial Secretary	7,959	8,246	11,978	1,146	6,724	82%	56%	
Total Choir Accompanist	5,106	5,308	5,308	534	2,704	51%	51%	
Total Band Leader	2,959	3,098	3,098	350	1,598	52%	52%	
Total RE Assistant	0	0	4,944	584	944		19%	
Total Sexton	0	0	0					
Total Childcare	6,443	6,549	7,200	801	3,618	55%	50%	
Minister Search	458	14,500	5,200	1,072	5,181	36%	100%	
Holiday Gifts for Non-Employees	100	100	100	50	50	50%	50%	
Total Personnel	286,480	309,123	309,150	26,880	157,683	51%	51%	
Total EXPENSE	427,007	462,086	492,092	37,066	238,501	52%	48%	
NET SURPLUS or (DEFICIT)	67,913	12,564	413	(12,325)	60,749			5,849
Principal Reduction Payments	13,014	(included above)		1,089	6,343			
								w/o carryover
NET including Principal Payments	54,899			(13,415)	54,406			(494)

Unitarian Universalist Fellowship of Centre County		
Statement of Financial Position		
as of December 31, 2023		
	Total	
ASSETS		
Schwab (broker acct)	\$ 251	
Citizen's Money Market Account	\$ 34,589	
Reliance-Reserve Fund 6506	\$ 115,603	
Citizen's Checking	\$ 20,316	cash in the bank
Total Current Assets	\$ 170,760	\$ 170,760
Total Fixed Assets	\$ 1,589,839	
Total Other Assets - Food Cards	\$ 4,040	
TOTAL ASSETS	\$ 1,764,639	

LIABILITIES AND EQUITY		
LIABILITIES		
Building Use Deposits	\$ 1,356	
Accounts Payable	\$ 70	
Other Current Liabilities	\$ 6,522	timing
Total Payroll Liabilities	\$ 3,909	
Total Current Liabilities	\$ 11,857	
Total Long Term Liability - Reliance mortgage	\$ 208,046	
TOTAL LIABILITIES	\$ 219,903	
EQUITY - NET ASSETS		
Unrestricted Reserves		
Annual Surpluses net of Deficits - 1998-2011	\$ 7,977	
Retained Earnings	\$ 172,747	updated
Capital Improvement Reserve	\$ 26,809	
General Reserves	\$ 1,416	
Deferred Pledge Revenue for FY 2024-2025	\$ -	
UUA Legacy Challenge	\$ 1,654	
Operations Reserve	\$ 12,500	
Berry Non-designated Gifts	\$ 4,583	
Reserve for R M Sabbatical	\$ 4,000	
Ministers Discretionary Fund	\$ 5,649	
Reserve for DLRE Sabbatical	\$ 2,000	
Youth Group Fund	\$ 4,784	
Butterfly Garden	\$ 605	
Racial Justice Task Force	\$ 488	
OWL Training Reserve	\$ 1,018	
UU UNO Reserve	\$ 1,500	
Coming of Age Reserve	\$ 1,500	
Total - Unrestricted Reserves	\$ 249,231	67,090
Restricted Reserves		
Total Building Addition	\$ 1,267,804	
Memorial Garden	\$ 11,809	
Memorial Garden Entry Subsidy	\$ 5,000	
First Sunday contributions	\$ 811	
Memorial Funds	\$ -	
Library	\$ 331	

Aesthetics fund	\$ 1,069	
Seder Donations	\$ 1,745	
Music Targeted Gifts	\$ 425	
Guest at Your Table	\$ -	
Holiday Bonus - Congregant Contributions	\$ 661	
Total Restricted Reserves	\$ 1,289,655	21,851
TOTAL NET ASSETS - RESERVES & EQUITY	\$ 1,538,886	
Net Revenue	\$ 5,849	
TOTAL LIABILITIES AND EQUITY	\$ 1,764,639	
	cash minus designated uses	\$ 81,819
	includes cash reserves	available cash