UUFCC Board Meeting Minutes Wednesday, December 6, 2023, at 6:00 p.m.
In person (room 6) and on Zoom

APPROVED January 24, 2024

Respectfully submitted by Elaine Lau

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

Members absent: None

Action Items:
- Rev. Tracy will make sure that the QR code for the order of service is overtly available
- Rev. Tracy will contact Paula Cole Jones to discuss the fee for the Workshop on Building a Culture of Inclusion.
- Suzanne will create an organization team to downsize unnecessary items.
- Rev. Tracy will convey the Security Task Force's charge to Frans Padt
- Rev. Tracy will let the congregation know that we will be doing mission and vision work in the Fall of 2024.

The Board voted to:
- accept the recommendation of the Ministerial Search Committee to suspend the search and to hire Reverend Tracy Sprowls as our contract minister starting August 1, 2024, unanimously.
- approve the October 25, 2023, Regular Board Meeting Minutes
- affirm the email vote to approve the Destructive Behavior Policy.
- affirm the email vote to approve the Ministerial Agreement
- approve congregational sponsorship for Jeff Thoms' Ministerial Fellowship Application unanimously.

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

Meeting called to order: Suzanne **6:02 p.m.**
Chalice Lighting: Elaine Lau
Reading of board covenant: All
Changes to the agenda: Ashley Hamlin's sabbatical

Minutes approved: October 25, 2023.

Executive Session: on 12/3 the Board voted to accept the recommendation of the Ministerial Search Committee to suspend the search and to hire Reverend Tracy Sprowls as our contract minister starting August 1, 2024.

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 reported that the Program Council met on November 28. They discussed the chili cookoff and planned for the Holiday Party. Sign-ups and enews announcements will be publicized. The calendar was discussed with the service auction being planned for March 23, 2024. The meeting in April will be devoted to the 2024-25 calendar year. The next meeting on January 23, 2024, will involve the Program Council purpose and charge.

Interim Minister's Report
Rev. Tracy Sprowls was concerned about the pulpit being offered to someone who is not offering ideas "consistent with our understanding or our evolving living tradition". The Board affirmed and supported the minister's authority to vet what is being said from the pulpit.
Rev. Tracy will address shared ministry in her sermons. Congregational help with the work of mission and vision for the Fellowship needs attention.
She will make sure that the QR code for the order of service is overtly available.

Jeff Thoms described his involvement with the UUFCC, his chaplaincy, and why he would like congregational sponsorship for the Ministerial Fellowship Application.

Policies
Destructive Behavior Policy- The email vote to approve the Destructive Behavior Policy was affirmed unanimously.

Fiduciary
Finances- Martha Butler reported that she included the end of October financials in her report. The operating budget's forecast is for a $6.5K deficit at the end of the year but will change. The sales of produce have deposited about $2,000 into the grounds budget to offset the cost of the garden fence. Our UUA assessment for the next fiscal year is about $25,000. Christine Eleazer is cleaning up the books and returning rental deposits owed. The mortgage payment to Reliance Bank will be made by automatic payments.

The capital improvement budget now stands at $38,000. The parking lot paving and line painting in the spring will cost $3,800. The boiler pump will cost $6,700. Cost estimates for fob access to the main door are being solicited. One of the outstanding estimates is for approximately $8000. A capital campaign will be needed to fund any Energy Efficiency Measures arising from the Energy Audit.

Review of the commercial loan (mortgage) with Reliance Bank revealed an outstanding late charge that we have taken care of. The remaining principal is $8K less than we have shown in our Financial Position Report. Although all the $15,000 designated for the ministerial search may not be necessary, moving expenses and expenses for Rev. Nancy Palmer Jones will be needed. Martha is meeting with the Pledge Campaign Committee.

Ministerial Agreement- The email vote to approve the Ministerial Agreement was affirmed unanimously.

Paula Cole Jones- The Racial Justice Committee recommends next steps after adopting the 8th Principle. Support of the 8th Principle includes building community and a system of accountability. This long-term cultural change and a broader change in the congregation could start by holding a 6-hour workshop online given by Paula Cole Jones called *Workshop on Building a Culture of Inclusion* for leadership and interested parties. Some of the $3000 cost could come from the Leadership development budget and Rev. Tracy will contact other congregations to see if the cost could be shared.

Ashley Hamlin's Sabbatical- Ashley gave her one year notice that she will be taking a sabbatical. The Board will need to provide coverage for her absence.

Discussion and Decision Items

8th Principle Follow-up- Rev. Tracy Sprowls and Suzanne Weinstein note that access is needed for what we don't know. Suzanne saw a need to review documents such as the bylaws and Human Resources documents.

Nominating Committee- The Board discussed how to transition to a new procedure approved by the congregation. President Elect, Secretary, and a Trustee position are needed for the 2024-2025 year. The nominating committee will start their work to fill these positions in January, to be voted in at the mid-year meeting in November 2024.

The 5 members of the next nominating committee will not need to be identified until later, and the work to fill this committee will begin in September 2024.

Congregational Sponsorship for Jeff Thoms' Ministerial Fellowship Application- Gretchen made a motion to approve congregational sponsorship for Jeff Thoms' Ministerial Fellowship Application. Martha made a second to the motion, and the motion passed unanimously.

UUFCC Storage- After some discussion it was noted that the UUFCC needs more storage solutions. Suzanne will create an organization team to downsize unnecessary items. Martha mentioned that there are no funds available to purchase a new shed at this time.

Mission/Vision- Rev. Tracy remarked that she will let the congregation know that we will be doing mission and vision work in the fall. Ashley Hamlin will be here then (Sept. Oct. Nov.) and should be included. There is a process to get to mission and vision with Rev. Kristen Grassel Schmidt. This process asks Where Have We Been?, Who Are We Now?, and Who Could We Become (Where Do We Want to Go)?

Social Action- Rev. Tracy commented that we need buy-in from the community and input from the congregation. Discussion centered around what the congregation's interest is in social action. Jennifer Glick remarked that according to the information gathered from the congregation during the ministerial search process, most of the issues indicated were LGBTQ+, Racial Justice, and the Environment. Rev. Tracy said that partnerships were instrumental in resulting in Action, and Service.

Security Task Force- The charge is about evaluating preparedness, training, reviewing resources and policies, education and coordination. Rev. Tracy will convey this charge to Frans Padt. A Digital Security 101 for Congregations Training is being planned for January 22 and February 5. The $100 cost will come from Rev. Tracy's Discretionary Fund.

Fundraising - Angel Tree- After discussion it was noted that fundraising and giving are separate activities. There is a fundraising policy in place but could perhaps be reviewed again. Rev. Tracy asked how to decide on ideas for giving? Who do we give our focus to? and should this be a democratic endeavor? Staff driven? Board approved? The Angel tree would be sponsored by the Fellowship, and the Board agreed that this should be allowed. Anyone wanting to provide information on giving should be able to offer that as well.

Governance Chart- Tabled until January. It will be included on the website and Suzanne will know where to list the revised policies that were approved.

Jennifer Glick reminded the Board that she will not be able to attend meetings in person in the new year or be available for lock-up duty.

Adjourn 9:00 p.m.
NEXT MEETING: January 24, 2024
REMINDER: Sign-up for Fellowship lock-up duty and chalice lighting.

UPCOMING DATES:
***75 Year Anniversary Coming Up in 2025**

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

Interim Minister's Report

Rev. Dr. Tracy Sprowls
December 2023

Congregational Life

- People always ask questions. It is human nature. People ask about the number of orders of service or why we have to do something the way we do it or pronoun stickers or when does the minister make a decision and when is it a member or members of the congregation decision to make. I wonder if these questions are about shared ministry or about the nature of a fellowship. I am hearing these questions as those of authority and governance which is at the core of shared ministry.
- For the rest of the year I hope to be helping people understand about shared ministry. Does it mean that the minister is only supposed to do certain things and the church does the rest? Or does it mean that the minister runs the church and the people discover what their ministry can be to each other and the community?
- Put another way, should members be making decisions that help the fellowship live into its mission or should staff, things such as room use or numbers of copies? Who does the work of the mission and vision of the fellowship?

Pastoral Care

- I continue to work with the Caring Committee and try to attend their monthly meetings.
- We have been working on streamlining the minutes, meaning, how much information about a person should be in the minutes. We are also looking at the budget and how to work with the minister/the minister's discretionary fund.
- I continue to meet with members individually. This is very satisfying work and builds relationships.

Sunday Services

- We have had several guest ministers this fall. As we move into a new year, the Worship Committee is trying to strike a balance between lay led, guest minister led, and guest speaker services.
- In Unitarian Universalist pulpits we have freedom of the pulpit. According to the ministerial agreement you recently voted on, “the minister is expected to express personal and faith values, views, and commitments that are consistent with our understanding of our evolving living tradition without fear or favor.”
- The above extends to all Sundays since the minister oversees all worship services in the congregation. I would like your thoughts on when the pulpit might be offered to someone who is not offering ideas “consistent with our understanding of our evolving living tradition.”
- I believe the changes to the order of service have been met with curiosity and positivity. I would like to know if you have heard otherwise.
- Please look at this link for Sunday numbers: Event Attendance Count - Google Sheets

Administration and Personnel

- The staff will hold a holiday party on Dec 12
- I am meeting with Colleen and Karen to discuss our music program
- The three staff members who work at full time (or over) are working on a staff covenant.

Professional/Personal

- My time at the Dietrich house ends mid-December. Frans, the Razems, and the Shorts have stepped in to help me with housing through June 30. Thank you!
- Each month,I meet with my NJ ministerial colleagues (I am president this year) and I meet with the Liturgy and Latte group. I am also on the UUTRM team.
- In the new year, 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.

My self-care includes walking, yoga, meditation, knitting, writing, talking with friends and family. I am joining the YMCA soon.

***I am asking the Board's help in keeping me accountable regarding self-care. I need to take a day off. I need to sleep. I need to exercise. As you know, I have been sick most of the fall and so I need to do better at self-care. One way to do this is through my calendar. If I write it down on the calendar, I am more likely to do it. One way to hold me accountable, is to ask if I am writing things in my calendar and if I am following it. Or simply- did you exercise today? Did you take a day off? Are you eating your vegetables? Thank you!

President's Report
Suzanne Weinstein
12/6/23
Since our October board meeting I have accomplished the following:

Board business
- Met with Tracy and Gretchen to plan the board meeting
- Developed the meeting agenda
- Submitted a monthly e-News column
- Facilitated midyear meeting
- Added revised policies/procedures to policy manual

Ministerial Search
- Submitted Board goals document
- Attended Board-specific focus group

DLRE Report to the UUFCC Board

December 6, 2023

The holidays are here and RE is hectic!

First of all, I'd like to say that I am really warmed by the relationships that our new families are building. We have a growing number of pre-k through elementary kids in our program and parents who want to be involved and connected with our community and especially in community with each other. This is wonderful to witness and to hear from them that they are benefitting from and feeling supported by the programming we are offering and by the friendships they are building. This also projects well for the longevity of their commitment to the fellowship.

I know that these families would like to help with justice work in our community, but it is difficult for them to do, juggling the time with family responsibilities, kids' attention spans and schedules. I would like to explore with Rev Tracy ways in which we can offer opportunities for them to help and provide support so that they can participate in this important work in our fellowship and in State College.

I have also now led 3 Family Chapels with parents present with kids in the Gathering Space. I have enjoyed this time with parents and kids together and exploring our congregational Soul Matters themes with a social justice focus. These chapels have been an interactive, kid-friendly worship time where we sing together, light our chalice, share joys and sorrows, meditate in some way (usually with body movement), and talk together about our values. I look forward to deepening these times and expanding the kids' experience of worship in this way.

We were able to have a second multigenerational Stone Soup service this Thanksgiving in which kids and congregants participated. I am putting together our multigenerational Holiday Play service for December which involves the choir and special music parts. Rev Tracy and I initiated a tradition of taking the RE kids and families to a tree farm to choose and cut a tree for the sanctuary. This event was so much fun - especially watching the kids run all over the tree farm trying to decide which tree was best and then seeing parents help set it up with lights in the fellowship. There are many other events planned for December for families and already I've had people commenting on how much they are looking forward to them.

The LRE Events team has done really good work this fall visioning, planning, and implementing a couple of multi gen events (Halloween/Samhain and the RE portion of the Holiday Party). The other 2 LRE teams have not yet met this fall, but these folks have been busy with various other fellowship volunteering and Rev Tracy and I have been busy thinking through how to best implement their work. I will convene these groups in early January to come together. We will all meet together in December for a whole team holiday gathering.

I am delighted to be working with Monena Hall and am looking forward to her taking on more with the youth in the coming month.

For the UUFCC Board:

We received the energy audit report from Envinity and met on Tuesday, 12/6/23, to review it and prepare for a debriefing meeting with Envinity today at 1 p.m.

There are two significant potential EEMs (Energy Efficiency Measures) that make the most sense.

1. Replace all of the fluorescent lighting with LEDs. The only space right now that has been converted is the sanctuary. This is estimated to cost about $5,000 with a payback of around 10 years. The committee is going to solicit estimates from electrical contractors for this conversion. We suspect the cost will be higher than estimated.
2. Convert the single heating zone of rooms 1-6 into 6 separate zones with each room having a thermostat. We are doing some more work ourselves to consider if this is feasible with the existing plumbing. The audit report estimates the cost and savings to be similar to the lighting retrofit.

Overall, the report estimates that we could reduce our energy use by 12%.

After our debriefing today, I will send a follow-up report to the board.

Andy Lau, UUFCC Building Committee

To: UUFCC Board
From: Martha Butler, Treasurer
Subject: October Financial Report
Date: November 18, 2023

<u>October Financial Reports:</u>

In the ***Revenue and Expense Report***:

- Note that the current forecast is for a $6.5K deficit at the end of the year. This forecast will inevitably change as the year evolves. A few items have adjustments to previous months; none of these changes result in material differences in this report.
- Note that the Grounds account has benefited from the sales of produce this growing season. This offsets the UUFCC share of the cost of the new garden fencing in last year's budget as agreed upon with Jay Searles.
- We continue to transition more recurring expenses to automatic debit. Mortgage payment is next on the list for this.
- We have received our UUA assessment for the next fiscal year: $24,919.

In the **Financial Position Report**:

- The Capital Improvement Reserves Fund now stands at $30,159 after paying our share of the **Driveway** repair and part of **parking lot repairs**. $18K for the whole project was provided by a matching amount from the Endowment & Directed Gifts Committee. Parking lot sealing and repainting the stripes for parking spaces will take place in the spring.
- Review of the commercial loan (**mortgage**) with Reliance Bank revealed an outstanding late charge that we have taken care of. Most interesting is discovering that the remaining principal is $8K less than we have shown on our Financial Position Report. There are adjustments to Retained Earnings to account for this and several minor corrections.
- A thorough review of the **building rental** history revealed a number of rental deposits not returned. We are working our way through these, returning deposits due as best we can.
- The **ADA door opener project** is still awaiting a new crash bar on the main door. Then Park Security can complete installation of fob access on the main door. We have a new estimate from Builders' Hardware of $7.1K to refit the door and then another $1000 to Park Security left on this project. The design of the existing doors pre-dates support for fob access, which has caused considerable delays in this final piece of the whole project. The ADA door opener and fob access on the side door is complete. However, we would still prefer fob access on the main door to reduce the cost of key access to the building.

Other finance news:

SOLAR PANELS: The building inspection part of the energy audit has taken place. I do not know if the results are available yet. The energy audit is a preliminary step in the assessment of feasibility and costs of solar panels.

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 is considering these.

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. We do not have written procedures for the accounting of the inventory and sales in our financial systems. Christine is reconciling the gift card accounts within QuickBooks.

Records Retention is still to be considered. We do know that electronic storage of critical documents is preferred to the current practice of storing 5-10 year old boxes of receipts and disbursements in the attic!

HUMAN RESOURCES: Our Financial Secretary Christine Eleazer has made significant progress in reviewing our QuickBooks accounting files, as well as facilitating the move to automatic payment of recurring bills. A number of accounts have now been reconciled. We are close to completing the transition to a normal work week (8 hours) for this position.

UUFCC Revenue & Expense Report
October 2023

	Actual 2022-2023	Budget 2023-2024	Forecast 2023-2024	This Month	33% YTDate	% of Budget	% of Forecast	
REVENUE								
Fair Trade Coffee	1,004	1,500	1,500	149	461	31%	31%	
Brickwedde Fund	1,045	1,000	**1,092**	1,092	1,092	109%	100%	
Halleck Fund	6,592	3,200	3,200	0	0	0%	0%	
Building Use	10,179	17,000	17,000	1,959	**2,894**	17%	17%	
Regular Sunday Service Plate	5,908	7,500	7,500	452	2,068	28%	28%	
Pledge Receipts (in-hand)	370,685	375,000	375,000	22,529	169,204	45%	45%	
Non-Pledge Receipts	6,387	10,000	10,000	92	415	4%	4%	
Non-Recurring Gifts	770	0	0	0	0			
Last Year's Pledge	1,563	2,000	2,000	0	1,237	62%	62%	
Food Coupon Sales	2,935	4,000	4,000	150	560	14%	14%	
Interest	429	50	**200**	37	123	247%	62%	
Amazon Smiles	107	0	0					
Miscellaneous Income	250	0	0					
	407,854	**421,250**	**421,492**	**26,461**	**178,056**	42%	42%	
Special Projects								
Service Auction	12,430	12,000	12,000	0	310	3%	3%	
Yard Sale	7,536	7,000	7,000	39	6,756	97%	97%	
Youth Group Fundraiser	0	0	0	0	0			
Concert Series	2,160	2,000	2,000	0	0	0%	0%	
Music Expense Offset		500	500	0	500	100%	100%	
Chili Cookoff	379	400	400	0	0	0%	0%	
	22,505	**21,900**	**21,900**	**39**	**7,566**	35%	35%	
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**	**498,292**	**26,500**	**240,521**	51%	48%	**185,621**
EXPENSE								
Committees								
Aesthetics	67	0	0	0	0			
Caring	1,683	1,200	1,200	453	771	64%	64%	
Stewardship	672	1,500	1,500	0	0	0%	0%	
Hospitality	0	100	100	0	0			
Leadership Development	942	500	500	140	140	28%	28%	
Library	0	0	0	0	0			
Membership	558	500	500	0	(146)	-29%	-29%	

Total Music	2,987	4,000	4,000	371	743	19%	19%	
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	0%	0%	
Social Action	0	200	200	0	0			
Green Sanctuary	0	300	300	50	50	17%	17%	
Racial Justice	0	0	0	0	0			
Fellowship Suppers/Celebrations	0	100	100	0	0			
Worship Services	2,560	2,500	2,500	630	1,260	50%	50%	
Service Auction	310	500	500	0	0	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**	**1,644**	**3,422**	23%	23%	
Religious Education & Youth								
RE Program Expenses	3,627	3,000	3,000	186	560	19%	19%	
Coming of Age (reserve)	1,500	500	500	0	0	0%	0%	
UU UNO (reserve)	1,500	1,000	1,000	0	0	0%	0%	
Reserve for OWL Training	1,000	1,000	2,000	0	0	0%	0%	
OWL Facilitator Training	1,232			0	0			
Transfer from OWL Reserve	(1,232)				0			
Youth Group	34	200	500	39	39	20%		
Adult Education	629	500	2,000	150	150	30%	8%	
Total RE & Youth	**8,290**	**6,200**	**9,000**	**375**	**750**	12%	8%	
Contributions								
UUA	17,652	11,327	11,327	944	3,776	33%	33%	
Total Contributions	**17,652**	**11,327**	**11,327**	**944**	**3,776**	33%	33%	
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	1,076	4,434	17%	17%	
(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	(1,606)	**(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	504	34%	34%	
Workers Compensation	979	1,000	1,043	0	1,043	104%	100%	
Umbrella Liability	350	350	350	0	350	100%	100%	
Multi-peril insurance/Liability	4,460	4,600	**5,800**	0	0	0%	0%	
Building Maintenance	5,695	5,000	5,000	0	892	18%	18%	
Inspections, Licenses, Permits	394	2,000	2,000	0	540	27%	27%	
Janitorial Supplies	485	250	500	73	165	66%	33%	
Kitchen Supplies	1,547	1,300	1,500	0	(10)	-1%	-1%	
Cleaning services	31,705	26,000	**25,000**	120	5,890	23%	24%	
Total Physical Plant, Grounds, Insurance	**71,500**	**81,836**	**82,529**	**(211)**	**12,503**	15%	15%	
Utilities								
Electric	3,036	3,500	3,500	239	958	27%	27%	
Gas	5,504	6,000	6,000	65	177	3%	3%	
Telephone	1,689	1,600	1,600	131	391	24%	24%	
Internet Service & WIFI	2,469	3,000	3,000	210	840	28%	28%	
Trash	1,059	1,200	1,200	97	388	32%	32%	
Water & Sewer	2,049	2,200	2,200	156	767	35%	35%	
Total Utilities	**15,806**	**17,500**	**17,500**	**898**	**3,522**	20%	20%	
Office								
Office Furniture	0	100	100	0	0			
Copier	3,748	4,200	4,200	280	1,106	26%	26%	
Postage	496	1,000	1,000	0	51	5%	5%	
Printing	0	200	200	0	0			
Office Supplies	1,801	2,200	2,200	106	267	12%	12%	
Total Office	**6,045**	**7,700**	**7,700**	**386**	**1,424**	18%	18%	
Technology								
QuickBooks fee	1,519	1,700	1,500	95	281	17%	19%	
Website Costs	692	500	1,000	94	94	19%	9%	
IT Hardware, Software, Services	2,520	2,500	4,000	135	321	13%	8%	
Breeze Church Management	809	900	900	72	221	25%	25%	
Processing fees through Breeze	1,184	1,500	1,500	42	250	17%	17%	
General Office & Admin Expense	49	0	**35**	0	35		100%	
Advertising/Printing	0	50	50	0	0			
Total Technology	**6,773**	**7,150**	**8,985**	**439**	**1,202**	17%	13%	
Professional Services								

Advertising/Printing	0	0	0	0	0			
Payroll Services - US Acct	2,420	2,500	2,700	234	915	37%	34%	
Attorney/Professional Service fees	73	4,150	4,150	0	0	0%	0%	
Total Professional Services	**2,493**	**6,650**	**6,850**	**234**	**915**	14%	13%	
Total Non-Personnel Expenses	**140,527**	**152,963**	**186,041**	**4,710**	**55,013**	**36%**	**30%**	
(budget includes mortgage payments)								
Personnel								
Total Minister	1,000	0	0					
Total Interim Minister	131,323	134,938	134,938	11,641	45,840	34%	34%	
Total DLRE	72,033	76,158	76,158	6,107	26,151	34%	34%	
Total Office Administrator	41,275	41,068	41,068	3,379	13,517	33%	33%	
Total Music Director	17,824	19,158	19,158	1,505	6,019	31%	31%	
Total Financial Secretary	7,959	8,246	11,978	1,453	4,182	51%	35%	
Total Choir Accompanist	5,106	5,308	5,308	434	1,736	33%	33%	
Total Band Leader	2,959	3,098	3,098	250	999	32%	32%	
Total RE Assistant	0	0	**4,944**					
Total Sexton	0	0	**120**					
Total Childcare	6,443	6,549	**7,200**	735	1,978	30%	27%	
Minister Search	458	14,500	14,500	0	3,590	25%	25%	
Holiday Gifts for Non-Employees	100	100	100	0	0	0%	0%	
Total Personnel	**286,480**	**309,123**	**318,570**	**25,505**	**104,012**	**34%**	**33%**	
Total EXPENSE	**427,007**	**462,086**	**504,611**	**30,215**	**159,025**	34%	32%	
								w/o carryover
NET SURPLUS or (DEFICIT)	**67,913**	**12,564**	**(6,319)**	**(3,715)**	**81,496**			**26,596**
Principal Reduction Payments	13,014	(included above)		1,085	**4,212**			
								w/o carryover
NET including Principal Payments	**54,899**			**(4,800)**	**77,284**			**22,384**

Unitarian Universalist Fellowship of Centre County		
Statement of Financial Position		
as of October 31, 2023		
	Total	
ASSETS		
Schwab (broker acct)	$ 251	
Citizen's Money Market Account	$ 34,586	
Reliance-Reserve Fund 6506	$ 115,538	
Citizen's Checking	$ 41,841	cash in the bank
Total Current Assets	$ 192,215	$ 192,215
Total Fixed Assets	$ 1,589,839	
Total Other Assets - Food Cards	$ 3,500	
TOTAL ASSETS	**$ 1,785,555**	
LIABILITIES AND EQUITY		
LIABILITIES		
Building Use Deposits	$ 3,275	
Accounts Payable	$ 70	very old!
Other Current Liabilities	$ 5,455	not assigned
Total Payroll Liabilities	$ 2,598	
Total Current Liabilities	**$ 11,399**	
Total Long Term Liability - Reliance mortgage	$ 210,178	adjusted
TOTAL LIABILITIES	**$ 221,576**	
EQUITY - NET ASSETS		
Unrestricted Reserves		
Annual Surpluses net of Deficits - 1998-2011	$ 7,977	
Retained Earnings	$ 172,621	updated
Capital Improvement Reserve	$ 30,159	
General Reserves	$ 1,416	
Deferred Pledge Revenue for FY 2023-2024	$ -	
UUA Legacy Challenge	$ 1,654	
Operations Reserve	$ 12,500	
Berry Non-designated Gifts	$ 4,683	
Reserve for R M Sabbatical	$ 4,000	
Ministers Discretionary Fund	$ 4,306	
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	$ 251,211	69,197
Restricted Reserves		
Total Building Addition	$ 1,267,804	
Memorial Garden	$ 8,119	
Memorial Garden Entry Subsidy	$ 5,000	
First Sunday contributions	$ 1,017	
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	$ 1,286,171	18,367
TOTAL NET ASSETS - RESERVES & EQUITY	**$ 1,537,382**	
Net Revenue	$ 26,596	
TOTAL LIABILITIES AND EQUITY	**$ 1,785,555**	
	cash minus designated uses	$ 104,652
	includes cash reserves	available cash