

MEETING AGENDA - FUUCA Board of Trustees

Meeting

Meeting Date	Tuesday, June 15, 2021
Start Time	6:30 PM
End Time	8:30 PM (CST)
Location	Zoom https://zoom.us/my/firstuuaustin password = 512452
Purpose	Regular scheduled meeting

RSVP

Accepted:	Suzette Emberton, Elias Ponvert, Bear Qolezcua, Kelly Raley, Kristen Ray, Dave Riehl, Nathan Walther
No response:	Meg Barnhouse, Leo Collas, Rob Hirschfeld, Russell Holley-Hurt, Chris Jimmerson, Sadie Lambert, Nesan Lawrence, Shannon Posern, Toni Wegner

Agenda

1. Coming Back into Covenant

1.1. Chalice Lighting and Opening Words	Nesan Lawrence / 2 min.
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1.2. Reading of Board Covenant	/ 2 min.
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With the Values, Mission and Ends of First UU Austin foremost in mind, we the leadership do covenant to:

- Treat our time together and board commitments as spiritual practice
- Work collaboratively to clarify, assess and further our mission.
- Respect our time together by being focused, prepared and timely.
- Keep confidentiality when it is requested.
- Listen actively, address concerns directly with each other in a timely manner, and encourage others to do the same.
- Presume good faith in all our interactions acknowledging the importance of both intention and impact.
- Conduct ourselves openly, show compassion, respect boundaries, and enjoy each other's good humor in times of agreement and disagreement.
- Publicly support one another's decisions and leadership by speaking with one voice at the end of our deliberations.
- Agree to be called back into covenant.

1.3. Confirm Timekeeper and Process Evaluator	/ 2 min.
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Chris offered to be timekeeper.

Sadie offered to do process evaluation.

Nesan offered to keep minutes for the June meeting.

1.4. New Board Startup	/ 5 min.
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- We need a volunteer to write thank-you notes for church volunteers and staff the board would like to recognize each month.
- We need a volunteer to be secretary, which involves taking and publishing notes at the monthly board meetings and semiannual congregational meetings.
- Can Chris please record this meeting for Toni?

1.5. Approve Agenda and Consent Agenda

/ 2 min.

Consent agenda includes:

- Minutes from the May board meeting Pages 4-8
- April 2021 financial reports 15-28 (Also see other documents below)

Documents

- Program Development Report May 2021.pdf 23-24
- Minutes-2021-05-18-v1.pdf see above
- 2.8 Communication and Support of the Board rev 06-2021.pdf 9-14
- April 2021 Financial Statements.pdf see above

2. Connecting with our Moral Ownership

2.1. Visitor's Forum

Nesan Lawrence / 10 min.

2.2. Recognition of Church Volunteers and Staff

/ 2 min.

2.3. Moment with Meg

Meg Barnhouse / 10 min.

3. Monitoring our Progress

3.1. Monitoring of Ends and/or Executive Limitations

/ 5 min.

Review monitoring report for Executive Limitation 2.8 - Communication and Support of the Board

3.2. Linkage Committee

Nesan Lawrence / 10 min.

3.3. Board Engagement Committee

/ 10 min.

Leo and/or Sadie to lead

3.4. Monitoring Committee

Kelly Raley / 10 min.

3.5. Policy Committee

Dave Riehl / 10 min.

4. Learning & Creating the Future

4.1. Book Ideas

Elias Ponvert / 15 min.

Please bring recommendations for a book the board can read together and discuss throughout the year.

5. Adjourn



5.1. Action Items

/ 5 min.

Let's review the action items from this meeting and assign roles for:

- Readings
- Timekeeper
- Process Evaluator
- Snacks (not yet!)

5.2. Process Evaluation

Sadie Lambert / 2 min.

Documents

- Board process review form.docx Page 25

5.3. Extinguishing the Chalice and Closing Words

Nesan Lawrence / 2 min.



MEETING MINUTES - FUUCA Board of Trustees

Meeting

Date	Tuesday, May 18, 2021
Started	6:30 PM
Ended	8:30 PM (CST)
Location	Zoom https://zoom.us/my/firstuuaustin password = 512452
Purpose	Regular scheduled meeting
Chaired by	Elias Ponvert
Recorder	Toni Wegner

Attendance

Present:	Meg Barnhouse, Rob Hirschfeld, Russell Holley-Hurt, Chris Jimmerson, Sadie Lambert, Nesan Lawrence, Elias Ponvert, Bear Qolezcua, Kelly Raley, Kristen Ray, Dave Riehl, Nathan Walther, Toni Wegner
Regrets:	Leo Collas
Absent:	Leena Batra, Shannon Posern
Invited guests:	Isla Ferguson, Rebecca Throop

Minutes

1. Coming Back into Covenant

1.1. Chalice Lighting and Opening Words

Rob read the poem, Butterfly, the Creature of Change and Survival, by Aisha Sherazi, and Elias lit the chalice.

Status: Completed

1.2. Reading of Board Covenant

With the Values, Mission and Ends of First UU Austin foremost in mind, we the leadership do covenant to:

- Treat our time together and board commitments as spiritual practice
- Work collaboratively to clarify, assess and further our mission.
- Respect our time together by being focused, prepared and timely.
- Keep confidentiality when it is requested.
- Listen actively, address concerns directly with each other in a timely manner, and encourage others to do the same.
- Presume good faith in all our interactions acknowledging the importance of both intention and impact.
- Conduct ourselves openly, show compassion, respect boundaries, and enjoy each other's good humor in times of agreement and disagreement.
- Publicly support one another's decisions and leadership by speaking with one voice at the end of our deliberations.
- Agree to be called back into covenant.



Elias read the covenant.

Status: Completed

1.3. Confirm Timekeeper and Process Evaluator

Confirmed Nesan as time keeper and Kelly as process evaluator.

Status: Completed

1.4. Approve Agenda and Consent Agenda

Kelly moved to approve the agenda and consent agenda. Seconded by Rob. Approved by unanimous consent

Status: Completed

Documents

- March2021Financials.pdf
 - Program Development Report April 2021.pdf
 - Minutes-2021-04-20-v1.pdf
-

2. Connecting with our Moral Ownership

2.1. Visitor's Forum

Nesan welcomed visitors Isla Ferguson and Rebecca Throop, from the high school youth group.

- Zoom fatigue has been an issue for one, but the other lives out of town and was happy to be able to attend meetings remotely.
- The youth group has done a small group ministry using the Soul Matters curriculum, which they have enjoyed. They also loved the package pickup.
- They said they would like more intergenerational activity, including bringing adults into the youth room to discuss what is happening at the church. It was suggested they invite a member of the board to attend a meeting next year.
- When asked what might make it more inviting for bridging seniors to stay engaged with the church, they said they liked the Soul Matters curriculum but that it's hard to keep young adults engaged when they go off to college.
- Ideas discussed: specific youth adult programming; game nights not so family-focused; high schoolers being mentors or in a guidance position with middle and elementary students; training for rallies and activism

Status: Completed

2.2. Recognition of Church Volunteers and Staff

Church volunteers and staff mentioned. Many have been thanked before; pick a few we haven't recognized recently.

- Isla and Rebecca for coming to the board meeting
- Shannon - for all of the administration and front line
- Kami helps with a variety of things
- Kelly (and her helper Reginee) have done a wonderful job helping kids stay engaged, and with care packages
- We couldn't have done this year without Sage!
- Bear deserves thanks for Monday Faith Connections and hours putting services together
- Brent and Katrina continue to do a great job
- Bill Sinkford, who was recently a guest minister

Status: Completed

2.3. Moment with Meg

- Will be working with Chris on the budget for next year
- Met with reopening team last Saturday and talked about the new CDC guidelines
- For the Sunday, May 30th in-person coffee hour, masks will be optional
- Still doing research on singing together, but there will be music when we're back in person
- In-person return is tied to number of cases in Travis and Williamson counties
- Kelly will continue to record stories so children don't have to come forward; RE classes will be outside; Kelly is buying tents (no sides) and cooling fans

Status: Completed

2.4. Spring congregational meeting

Brief review of the Spring congregational meeting, and a call for Zoom assistance

- The Spring Congregational meeting is coming up (5/23)
- Rev Meg will talk about reopening and mention Alirio's status
- New board members and nominating committee members will be presented and approved by acclamation
- Rob and Kelly agreed to be Zoom pilots
- For next year's Board to consider -- maybe we don't need a quorum to vote for new members

Status: Completed

3. Monitoring our Progress

3.1. Monitoring Committee

Elias reviewed the reports for the Governance Policy (3.0) and Board-Executive Relationship (4.0). The Board annual calendar was mostly done as scheduled this year. Elias reported partial compliance.

Some board members did not have a chance to review, so they were given to the end of the week to review. Pending no concerns by the end of the week, David motioned that the reports be provisionally accepted as written; Rob seconded. Motion passed by unanimous consent.

There as nothing else for the Monitoring Committee.

Status: Completed

Documents

- 3.0 Governance Process - Report - 2020-2021.pdf
 - 4.0 Board-Executive Relationship - Report - 2020-2021.pdf
-

3.2. Policy Committee

Dave discussed the suggestion for adding a new Board policy; the finalized version of 3.2.2 is in the packet.

Dave motioned to amend the Board policies; Sadie seconded. Elias voiced in favor. The motion passed by unanimous consent.

Status: Completed

Documents

- 3.0 Governance Process - Proposed - 2021-2022(1).docx
-

3.3. Board Engagment Committee



Sadie discussed the email Leo sent with all of the instructions for the Board engagement video on antiracism. This will highlight an incredible black woman in our community. Board members are asked to watch the video and share one reflection, then read from the provided script.

Leo is hoping to get materials by the 25th.

Status: Completed

3.4. Linkage Committee

The Linkage Committee had no updates.

Status: Completed

4. Learning & Creating the Future

4.1. My Grandmother's Hands - Part III

Sadie led the discussion on the last part of the book. She posed two questions for board members to respond to:

1. What do you think of the statement, "If the U.S. is to grow out of white-body supremacy, the transformation must largely be led by white Americans? Is that intimidating? Scary? Why?"
2. How do you care for yourself, reach out for help and support to heal from the trauma of living surrounded by, harmed by, and affected by white-body supremacy culture?

Board members took turns sharing their thoughts.

Status: Completed

5. Adjourn

5.1. Action Items

Let's review the action items from this meeting and assign roles for:

- Readings
- Timekeeper
- Process Evaluator
- Snacks

To do's:

1. Let Elias know by the end of the week if you have any comments on monitoring reports for policies 3.0 and 4.0
2. Make your board engagement videos
3. Kristen to send thank you notes; Nesan offered to help

Elias congratulated Nesan who will soon be President-elect.

Roles for the June meeting:

Nesan will do the readings.

Chris will be time keeper.

Sadie will do the process evaluation.

We have concluded My Grandmother's Hands! Thanks to Meg for the book recommendation.



Status: Completed

5.2. Process Evaluation

Kelly did the process evaluation - The meeting was very well run; we got through all the points.

Nesan did a great job as time keeper.

Sadie did a great job with the book discussion.

Everything is satisfactory.

Status: Completed

5.3. Extinguishing the Chalice and Closing Words

Dave read a closing reading by Cynthia Landrum, and Elias extinguished the chalice.

Status: Completed

Limitations Report 2.8 – Communication and Support of the Board

First UU Church of Austin

June 12, 2021

With respect to providing information and counsel to the Board, the Senior Minister shall not cause or allow the Board to be uninformed or unsupported in its work.

Accordingly, the Senior Minister shall not:

- 2.8.1 Fail to submit the monitoring data required by the Board in a timely, accurate, and understandable fashion, directly addressing provisions of the Board policies being monitored.

Interpretation:

Using the metrics agreed upon as the interpretations of the policies were approved, the Executive will gather and present that data to the Board seven days before the Board meeting at which that policy will be monitored. Both the metrics and the data gathered by those metrics will match the provisions in the agreed-upon interpretation of that policy, and they will be presented clearly.

Measures:

To be in compliance, the data will be provided seven days before the Board meeting, and the data will give the Board the information it needs to monitor each policy. The data will be understandable and accurate.

Rationale for the Measures:

These measures correspond directly to the concerns expressed in the limitation.

Evidence of Acceptable Progress – The Data

I report compliance, much of the time. This report, however, is quite late.

We have presented information that we consider to be thorough, understandable, and accurate. We have posted the report at least 7 days in advance.

- 2.8.2 Fail to report in a timely manner an actual or anticipated non-compliance with any policy of the Board.

Interpretation:

Actual non-compliance with the Board's policies will be reported as the monitoring report for that policy is presented. If anticipated non-compliance will materially affect the budget (by 10 percent of total budget), or if anticipated non-compliance may result in significant loss of value in the church's reputation, or if anticipated non-compliance may

result in legal action of some sort, the Board will be notified with whatever speed the situation requires.

Measures:

1. Self-reporting by the executive.
2. Direct observation by the board of compliance.

Rationale for the Measures:

These measures are easy to track, inexpensive in time and other resources, and provide a high level of accuracy.

Evidence of Acceptable Progress – The Data

I report compliance.

We have reported to the board, in our monitoring reports, all instances of partial and non-compliance. We are unaware of any instances of partial or non-compliance of an emergency nature or that otherwise would have merited a special report outside of the monitoring report.

3. Fail to inform the Board in a timely manner of material external and internal changes, particularly changes in the assumptions upon which any Board policy has previously been established.

Interpretation:

The executive will share with the board, in a timely way, any information that impacts the assumptions inherent in board policy. This might include such things as the abolition of the FDIC (which would impact limitation 2.6.9), information that calls into doubt the UUA's Socially Responsible Investing guidelines (limitation 2.6.11), or that a series of town hall meetings with the congregation revealed that members have no interest in spiritual growth and feel hostility towards the word 'spiritual' (end #2).

Measures:

1. Self-reporting by the executive.
2. Direct observation by the board of compliance.

Rationale for the Measures:

These measures are easy to track, inexpensive in time and other resources, and provide a high level of accuracy.

Evidence of Acceptable Progress – The Data

I report compliance.

We are unaware of any information that impacts the assumptions inherent in board policy. The board created new ends and a new mission in 2018, and those have been interpreted. The congregation seems to be on board and excited about the direction in which the board is steering the church. Even while we have been unable to have in

person gatherings, we have continued to pursue the mission and ends established by the board. We are strategizing about re-opening, and should be ready by fall, should the data indicate that it is safe.

2.8.4 Fail to gather sufficient staff and external points of view, issues, and options as needed for fully informed Board decisions.

Interpretation:

Well-informed decision-making requires information from multiple sources. The Executive's reports to the board, whenever possible and appropriate, will draw on sources beyond the senior minister. This may include staff, moral owners, members, and third party professionals.

Measures:

1. Self-reporting by the executive.
2. Direct observation by the board of compliance.

Rationale for the Measures:

These measures are easy to track, inexpensive in time and other resources, and provide a high level of accuracy.

Evidence of Acceptable Progress – The Data

I report compliance.

We are unaware of any situation where the board lacked sufficient information to make fully informed decisions.

The senior minister meets with the minister for program development, the RE Coordinator, the RE Chaplain and the director of music weekly to gather their input, and they in turn meet with their staff. We hold monthly staff meetings to make sure both "big picture" and details are well covered. We have also hold numerous individual and small group meetings with church members and other stakeholders, as well as larger group sessions. This year the board held many "Town Hall" meetings as linkage with the congregation and got lots of information from those.

2.8.5 Fail to report to the Board behavior or conditions that are detrimental to the work relationship between Board and the Senior Minister.

Interpretation:

Harm to the Board's working relationship with the Senior minister would be anything that makes it difficult for them to discuss issues reasonably, anything that would cause one to hesitate to meet with the other, or create an impasse whereby hope of a collaborative relationship was diminished.

If there are other conditions harming the working relationship between the Senior Minister and the Board as a whole, such as health matters, resentments, unreasonable expectations, inappropriate behavior, or conflicts of interest, they will first be dealt with according to the covenant of healthy relations. If that does not resolve the matter, the Senior Minister will speak about it to the Board.

Measures:

1. Self-reporting by the executive.
2. Direct observation by the board of compliance.

Rationale for the Measures:

These measures are easy to track, inexpensive in time and other resources, and provide a high level of accuracy.

Evidence of Acceptable Progress – The Data

I report compliance.

We are unaware of board behavior and conditions that are detrimental to the work relationship between the board and senior minister.

- 2.8.6 Fail to advise the Board if, in the Senior Minister's opinion, the Board is not in compliance with its own policies.

Interpretation:

If the Senior Minister sees that the Board is deciding matters in a manner that takes the congregation farther from its Ends rather than moving it closer, s/he will bring that to the Board's attention. If the Board is making decisions that are counter to the policies it has set for itself, the Senior Minister will bring that to the Board's attention in a timely manner and in an attitude of mutual respect.

Measures:

1. Self-reporting by the executive.
2. Direct observation by the board of compliance.

Rationale for the Measures:

These measures are easy to track, inexpensive in time and other resources, and provide a high level of accuracy.

Evidence of Acceptable Progress – The Data

I report compliance.

We are unaware of any instances wherein the board is not in compliance with its own policies.

2.8.7 Fail to recommend changes in Board policies, as the need becomes known to the Senior Minister.

Interpretation:

If it becomes clear to the Senior Minister that any Ends Policy does not, in fact, reflect the spirit and desire of the congregation, she will recommend to the Board that that policy will be modified. If there is an issue upon which the congregation clearly wishes to focus time and money, and that issue is not reflected in the Ends Policies, the Senior Minister will recommend that a policy be created in order to reflect the congregation's forward motion. In addition, if the Senior Minister believes that limitations policies do not reflect the Board's intent or the church's best interests, she will recommend edits, additions, or deletions to correct the situation.

Measures:

1. Self-reporting by the executive.
2. Direct observation by the board of compliance.

Rationale for the Measures:

These measures are easy to track, inexpensive in time and other resources, and provide a high level of accuracy.

Evidence of Acceptable Progress – The Data

I report compliance.

Our recent survey indicates that the ends reflect the spirit of the congregation and our limitations policies continue to serve the church's best interests

2.8.8 Deal with the Board in a way that favors or privileges certain Board members over others.

Interpretation:

The Senior Minister will not make alliances with individual trustees.

The Senior Minister may meet regularly with the President or other officers of the Board as regarding their particular roles.

Measures:

1. Self-reporting by the executive.
2. Direct observation by the board of compliance.

Rationale for the Measures:

These measures are easy to track, inexpensive in time and other resources, and provide a high level of accuracy.

Evidence of Acceptable Progress – The Data
I report compliance.

The senior minister has not made alliances with individual trustees.

- 2.8.9 Make public statements about the position of the Church, if the official position is not formally adopted.

Interpretation:

The Senior Minister may take any position as an individual, identifying him/herself as the Senior Minister at First UU Austin.

S/he may not say “The First UU Church takes such-and-such a stand, or believes such-and-such a thing” unless the congregation has gone through a procedure to affirm that stand.

The congregation or the Senior Minister may also publicize positions taken by the UUA. The congregation is considering a process through which it might take a public stand on public issues.

Measures:

1. Self-reporting by the executive.
2. Direct observation by the board of compliance.

Rationale for the Measures:

These measures are easy to track, inexpensive in time and other resources, and provide a high level of accuracy.

Evidence of Acceptable Progress – The Data

I report compliance.

The senior minister has not made any public statements about the position of the church.

[Last updated June 2021.]

April 2021 Financial Reports

We had a slight increase in operational cash flow in April, and, with our annual transfer from saving to operational funds, we now have only a slight decrease in operational cash flow for the year through the end of April. The congregation passed a budget containing a projected decrease in operational cash flow for the year as a whole due to the pandemic and the fact that we had a large increase in operational cash flow in the previous year. Because of this, we can expect to see our year to date cash flow decrease some over the next several months unless we receive some unexpected income.

FIRST UNITARIAN UNIVERSALIST CHUR

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Balance Sheet As of April 30, 2021

	FEB 2021	MAR 2021	APR 2021
ASSETS			
Current Assets			
Bank Accounts			
1072 Bill.com Money Out Clearing	0.00	0.00	0.00
1110 8009-THCU Checking	513,987.01	518,574.71	533,420.89
1120 RBank Debt Service 676	59,100.54	59,107.49	59,113.81
1130 RBank Construction 668	261,055.23	255,402.22	255,742.18
1140 THCU Money Market	0.00	0.00	0.00
1150 THCU Savings	0.00	0.00	0.00
1160 UFCU Savings	0.00	0.00	0.00
1170 THCU CDs	0.00	0.00	0.00
1189 Petty Cash	200.00	200.00	200.00
1710 UUCEF Permanent Endowment Acct.	293,701.51	294,600.79	303,168.23
1720 UUCEF Mixed Investment Account	409,996.27	415,267.48	410,603.08
1730 UUCEF Murr Music Account	82,821.11	83,074.69	85,490.63
1740 UUCEF Education	595,805.48	597,629.75	615,009.75
1790 Unrealized (Gain)/Loss on Investments	-313,642.90	-318,749.33	-359,693.44
Total Bank Accounts	\$1,903,024.25	\$1,905,107.80	\$1,903,055.13
Accounts Receivable			
1210 Accounts Receivable	0.00	0.00	0.00
Total Accounts Receivable	\$0.00	\$0.00	\$0.00

FIRST UNITARIAN UNIVERSALIST CHUR

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Balance Sheet As of April 30, 2021

	FEB 2021	MAR 2021	APR 2021
Other Current Assets			
1199 Undeposited Funds	49.82	128.86	0.00
1220 VANCO - Payment Reconciliation	0.00	0.00	0.00
1230 Cash/Checks	0.00	0.00	0.00
1240 VANCO - ACH/MS	0.00	0.00	0.00
1250 VANCO - ACH	0.00	0.00	0.00
1260 Stripe	6,553.03	1,399.01	1,049.25
1310 Prepaid Expenses	13,520.83	15,903.66	18,134.29
1490 Other Current Assets	0.00	0.00	0.00
Total Other Current Assets	\$20,123.68	\$17,431.53	\$19,183.54
Total Current Assets	\$1,923,147.93	\$1,922,539.33	\$1,922,238.67
Fixed Assets			
1500 Fixed Assets			
1510 Building	3,810,161.57	3,810,161.57	3,810,161.57
1520 Land	3,772,325.00	3,772,325.00	3,772,325.00
1530 Furniture & Equipment	132,994.25	132,994.25	132,994.25
1590 Accumulated Depreciation	-500,627.59	-511,298.49	-521,969.39
Total 1500 Fixed Assets	7,214,853.23	7,204,182.33	7,193,511.43
Total Fixed Assets	\$7,214,853.23	\$7,204,182.33	\$7,193,511.43
TOTAL ASSETS	\$9,138,001.16	\$9,126,721.66	\$9,115,750.10

FIRST UNITARIAN UNIVERSALIST CHUR

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Balance Sheet As of April 30, 2021

	FEB 2021	MAR 2021	APR 2021
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2110 Accounts Payable	3,197.84	6,907.31	5,197.10
Total Accounts Payable	\$3,197.84	\$6,907.31	\$5,197.10
Credit Cards			
2150 Chase Credit Card 3081	2,476.86	885.77	4,507.89
Total Credit Cards	\$2,476.86	\$885.77	\$4,507.89
Other Current Liabilities			
2320 Security Deposits	0.00	0.00	0.00
2410 Payroll Liabilities	0.00	0.00	0.00
2450 Sales Tax Payable	0.00	0.00	0.00
2500 Accrued Interest	0.00	0.00	0.00
2610 PPP Loan	0.00	0.00	0.00
Sales Tax Agency Payable	0.00	0.00	0.00
Total Other Current Liabilities	\$0.00	\$0.00	\$0.00
Total Current Liabilities	\$5,674.70	\$7,793.08	\$9,704.99
Long-Term Liabilities			
2620 Construction Loan	1,301,400.74	1,297,212.62	1,293,573.56
Total Long-Term Liabilities	\$1,301,400.74	\$1,297,212.62	\$1,293,573.56
Total Liabilities	\$1,307,075.44	\$1,305,005.70	\$1,303,278.55
Equity			
3110 Unrestricted Net Assets	473,080.93	473,080.93	473,080.93
3120 Restricted Funds	7,429,514.13	7,429,514.13	7,429,514.13
Opening Balance Equity	0.00	0.00	0.00
Net Income	-71,669.34	-80,879.10	-90,123.51
Total Equity	\$7,830,925.72	\$7,821,715.96	\$7,812,471.55
TOTAL LIABILITIES AND EQUITY	\$9,138,001.16	\$9,126,721.66	\$9,115,750.10

FIRST UNITARIAN UNIVERSALIST CHUR
Profit and Loss
April 2021

	Total
Income	
4100 Earned Revenue	
4130 Rentals Revenue	4,000.00
Total 4100 Earned Revenue	\$ 4,000.00
4200 Contributed Revenue	
4210 Unrestricted Contributions	
4211 Pledge	67,698.54
4212 Sunday Plate	725.31
4213 Other Gifts	1,339.53
Total 4210 Unrestricted Contributions	\$ 69,763.38
4220 Restricted Contributions	1,482.50
4221 Special Plate	1,841.45
Total 4220 Restricted Contributions	\$ 3,323.95
Total 4200 Contributed Revenue	\$ 73,087.33
Total Income	\$ 77,087.33
Gross Profit	\$ 77,087.33
Expenses	
6100 Payroll Expenses	
6110 Salaries & Wages	46,220.34
6140 Employer Portion of Benefits	2,316.96
6150 Employer Portion of Taxes	1,287.41
6180 Other Labor Related Expense	1,253.63
Total 6100 Payroll Expenses	\$ 51,078.34
6220 Program Expenses	
6221 Meeting Costs	4.08
6223 Supplies	1,021.64
6224 Guest Speaker / Musician	385.00
6225 Travel (Parking, Tolls, and Mileage)	100.00
6226 Professional Development	1,294.79
6228 Literature & Printed Materials	123.93
6229 Other Program Expenses	649.61
Total 6220 Program Expenses	\$ 3,579.05
6300 Outreach Costs	
6320 Recognition	108.43
Total 6300 Outreach Costs	\$ 108.43
6400 Occupancy Costs	
6410 Building Upkeep	220.00
6420 Grounds Upkeep	1,087.08
6430 Security	29.99
6440 Utilities, Phone, & Internet	3,049.90

6460 Repairs & Maintenance		2,829.30
6490 Other Facility Expenses		215.00
Total 6400 Occupancy Costs	\$	7,431.27
6610 Office Supplies & Postage		468.30
6620 Dues & Membership Fees		113.60
6670 Software Subscriptions		1,499.29
6710 Legal & Professional Fees		2,406.27
6730 Permits, Licenses, and Other Fees		278.31
6740 Property & Liability Insurance		1,229.17
6750 Bank Service Charges		1,172.99
6760 Merchant Processing Fees		519.03
6820 Depreciation Expense		10,670.90
6830 Interest Expense		5,854.71
Total Expenses	\$	86,409.66
Net Operating Income	-\$	9,322.33
Other Income		
4160 Interest and Dividends		77.92
Total Other Income	\$	77.92
Net Other Income	\$	77.92
Net Income	-\$	9,244.41
Non Operational Expenses		16,525.61
Operational Cash Flow Increase or Decrease	\$	7,281.20

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FIRST UNITARIAN UNIVERSALIST CHUR
Profit and Loss Comparison
January - April, 2021

	Total	
	Jan - Apr, 2021	Jan - Apr, 2020 (PY)
Income		
4100 Earned Revenue		
4110 Event Revenue		55.97
4120 Admissions/Ticket Revenue		5,595.10
4130 Rentals Revenue	16,123.25	31,407.55
4150 Merchandise Sales		42.00
Total 4100 Earned Revenue	\$ 16,123.25	\$ 37,100.62
4200 Contributed Revenue		
4210 Unrestricted Contributions		40,000.00
4211 Pledge	249,701.54	233,529.32
4212 Sunday Plate	3,597.40	13,510.73
4213 Other Gifts	15,923.63	54,243.36
Total 4210 Unrestricted Contributions	\$ 269,222.57	\$ 341,283.41
4220 Restricted Contributions	15,099.74	87,869.37
4221 Special Plate	5,112.24	1,219.76
Total 4220 Restricted Contributions	\$ 20,211.98	\$ 89,089.13
Total 4200 Contributed Revenue	\$ 289,434.55	\$ 430,372.54
Total Income	\$ 305,557.80	\$ 467,473.16
Gross Profit	\$ 305,557.80	\$ 467,473.16
Expenses		
6100 Payroll Expenses		
6110 Salaries & Wages	191,805.48	165,248.61
6140 Employer Portion of Benefits	40,613.65	34,921.46
6150 Employer Portion of Taxes	7,204.22	7,387.25
6180 Other Labor Related Expense	3,857.57	2,831.23
Total 6100 Payroll Expenses	\$ 243,480.92	\$ 210,388.55
6210 Charitable Giving	18.17	
6211 UUA		1,400.00
6213 Community Support	1,500.00	14,399.96
6219 Other Charitable Giving		1,400.00
Total 6210 Charitable Giving	\$ 1,518.17	\$ 17,199.96
6220 Program Expenses		
6221 Meeting Costs	266.32	3,655.30
6223 Supplies	9,108.77	3,225.02
6224 Guest Speaker / Musician	385.00	3,535.00
6225 Travel (Parking, Tolls, and Mileage)	300.00	6,399.23
6226 Professional Development	2,570.13	400.00
6228 Literature & Printed Materials	192.82	3,733.04
6229 Other Program Expenses	1,588.13	857.94

Total 6220 Program Expenses	\$	14,411.17	\$	21,805.53
6300 Outreach Costs				
6310 Advertising				445.74
6311 Printing		3,941.62		3,212.54
6320 Recognition		133.43		
6330 Member Cultivation				10.81
6390 Other Outreach Expenses		9,024.28		488.19
Total 6300 Outreach Costs	\$	13,099.33	\$	4,157.28
6400 Occupancy Costs				
6410 Building Upkeep		954.22		752.78
6420 Grounds Upkeep		3,261.24		4,348.32
6430 Security		119.96		119.96
6440 Utilities, Phone, & Internet		14,494.38		14,937.67
6460 Repairs & Maintenance		4,679.30		21,247.26
6490 Other Facility Expenses		215.00		
Total 6400 Occupancy Costs	\$	23,724.10	\$	41,405.99
6610 Office Supplies & Postage		1,133.48		5,976.30
6620 Dues & Membership Fees		238.60		864.50
6670 Software Subscriptions		6,221.80		2,900.83
6710 Legal & Professional Fees		10,008.02		8,810.98
6730 Permits, Licenses, and Other Fees		278.31		
6740 Property & Liability Insurance		4,037.51		17,022.00
6750 Bank Service Charges		4,141.21		3,824.57
6760 Merchant Processing Fees		2,285.40		2,715.50
6820 Depreciation Expense		42,683.60		7,469.24
6830 Interest Expense		22,985.56		27,034.44
Total Expenses	\$	390,247.18	\$	371,575.67
Net Operating Income	-\$	84,689.38	\$	95,897.49
Other Income				
4160 Interest and Dividends		386.08		444.23
Total Other Income	\$	386.08	\$	444.23
Other Expenses				
Reconciliation Discrepancies		5,820.21		
Total Other Expenses	\$	5,820.21	\$	0.00
Net Other Income	-\$	5,434.13	\$	444.23
Net Income	-\$	90,123.51	\$	96,341.72
Non Operational Expenses		65,669.16		34,503.68
Operational Cash Flow Increase or Decrease	\$	(24,454.35)	\$	130,845.40
Operational Cash Flow with Transfer from Savings	\$	(1,454.35)		

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Monthly Program Development Report
 First Unitarian Universalist Church of Austin
 May 2021

Worship Services and Gatherings

We continue to do our worship services online but continue to do a few outdoor events.

Building Closure

Our staff continue to work from home for the most part. Kami Cornell got a second job helping an older gentleman which includes room and board, so she will no longer be at the church property when not performing specific tasks related to her work for the church. I will resume checking on the building a few days each week.

Church Operations

We continue to do our church meetings, RE classes and small groups by Zoom. We are doing some work on the building in anticipation of being able to return to in person gatherings at some point later in the year.

Finances

Please the separate financial reports attached.

Membership

The following are for 2021 to date:

Joined:

Name	Date Joined
Heather Van Diest	5/22/21
Stephanie Apewokin	2/13/21
Amanda Ronan	2/13/21
Betty Caulkins	2/13/21
Timothy Hefflinger	2/13/21
Alana King	2/13/21
Chanelle Williams	2/13/21
Iola Hallock	2/13/21
Mandy Smith	5/22/21
Melissa Green	4/16/21
Rebecca McDuff	5/22/21

Deactivated:

Name	Inactive Date	Inactive Reason
Taylor Jones	5/13/21	Resigned
Laura Howard	5/13/21	Resigned
Trish O'Day	4/4/21	Moved
Aleza Sitarz	4/1/21	Moved
David Neemidge	12/26/20	Deceased

Warmly,

Chris

**First UU Austin Board of Trustees
Meeting Process Review**

Date: _____

Name of Evaluator: _____

Ratings: S indicates Satisfactory; NI indicates Needs Improvement; UNS indicates Unsatisfactory

1. Preparation

The board was prepared for this meeting.	S	NI	UNS
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2. Action Items - Previous

Last month's action items were completed.	S	NI	UNS
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3. Timing

Appropriate time was allocated and spent on agenda items.	S	NI	UNA
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4. Policy Governance

Policy governance was observed.	S	NI	UNS
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5. Covenant

The board covenant was observed.	S	NI	UNS
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6. Participation

All board members had the opportunity to participate in discussions and decision-making.	S	NI	UNS
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7. Action Items - Current

Clear action items were identified from this meeting.	S	NI	UNS
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8. Overall

	S	NI	UNS
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Comments: