

First Unitarian Universalist Church of Austin

Board of Trustees Meeting Agenda

Tuesday, November 17 at 6:30 p.m.

<https://zoom.us/my/firstuuaustin> passcode 512452

1.1 Chalice lighting & opening words	2 min
1.2 Reading the Board Covenant	2 min
1.3 Confirm timekeeper, etc.	2 min
1.4 Approve agenda & consent agenda	2 min
<ul style="list-style-type: none">• Minutes from October 2020 Meeting Pages 3-9• Financial Reports 10-17• Program Development Report 18	
2.1 Visitors forum	15 min
2.2 Recognition of volunteers & staff	10 min
2.3 Moment with Meg	10 min
2.4 Budget Update	5 min
<ul style="list-style-type: none">• Budget Summary 19-20	
2.5 Update on Town Hall Meetings Regarding Bylaws Change to Allow the Congregation to make Public Statements	5 min
3.1 Monitoring Report 1.4.2	10 min
<ul style="list-style-type: none">• 1.4.2 Report 21-24	
3.2 Policy committee report	10 min
<ul style="list-style-type: none">• Proposed bylaws change regarding remote meetings 25-26	
3.3 Monitoring committee report	10 min

3.4 Linkage committee report	10 min
3.5 Board engagement committee report	10 min
4.1 My Grandmother's Hands Discussion	15 min
5.1 Action Items	3 min
5.2 Process evaluation	2 min
5.3 Extinguishing & closing words	2 min



MEETING MINUTES - FUUCA Board of Trustees

Meeting

Date	Tuesday, October 20, 2020
Started	6:30 PM
Ended	9:10 PM (CST)
Location	https://zoom.us/my/firstuuaustin passcode = 512452
Purpose	Regular scheduled meeting
Chaired by	Elias Ponvert
Recorder	Toni Wegner

Attendance

Present:	Meg Barnhouse, Leena Batra, Leo Collas, Rob Hirschfeld, Chris Jimmerson, Sadie Lambert, Nesan Lawrence, Elias Ponvert, Kelly Raley, Kristen Ray, Dave Riehl, Toni Wegner
Absent:	Shannon Posern
Invited guests:	Liz Nielsen

Meeting documents

Minutes

1. Coming Back into Covenant

1.1. Chalice Lighting and Opening Words

Dave Riehl provided the reading, "Choose to Bless the World" by Rebecca Parker, and Elias lit a chalice.

Reading:

The choice to bless the world can take you into solitude
to search for the sources
of power and grace;
native wisdom, healing, and liberation.
More, the choice will draw you into community,
the endeavor shared,
the heritage passed on,
the companionship of struggle,
the importance of keeping faith,
the life of ritual and praise,
the comfort of human friendship,
the company of earth
the chorus of life welcoming you.

None of us alone can save the world.

Together—that is another possibility, waiting.

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 Board Covenant.

Status: Completed

1.3. Confirm Timekeeper and Process Evaluator

Confirmed Nesan as timekeeper and Toni as process evaluator. Toni will be using a new process evaluation sheet as a pilot today that she and Elias came up with. It was attached as a meeting handout.

Status: Completed

1.4. Approve Agenda and Consent Agenda

Kelly moved to approve the Agenda and Consent Agenda. Rob seconded. No objections.

Status: Completed

- Program Development Report Sept 2020.pdf
 - Process review_draft_15Oct20.docx
 - Minutes-2020-09-15-v1.pdf
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2. Connecting with our Moral Ownership

2.1. Moment with Chris / Financials update

The new accountants have continued to modify and simplify our statements, so Chris reviewed some of the changes.

Compared to last year, our standard revenue is down, likely due to not being able to be together in person. We're hoping people will catch up their contributions toward the end of the year, which normally happens. Funding from

the Wake Now our Vision match and a couple of legacy gifts that are really helping us now, so overall we're doing pretty well.

Funds that were restricted (or previously allocated to a specific category) and were on the balance sheet have now been moved to the P&L statement, which is more standard.

For the 2021 budget, we're projecting \$690,000 in pledges, the same as last year. We're 87% there with \$91,000 or 92,000 to go, which is encouraging. Other revenue has been projected down, based on an assumption that the building will be closed for about half of the year. This will affect both revenues and expenses next year.

We're projecting a 2021 budget deficit of \$63,182.

Cash flow - We have a little over \$513,000 in checking, and we have funds in the capital campaign account to pay loans on note for next year.

Raises for staff are included in the proposed budget. A proposed raise for Meg is also included, but that is totally at the discretion of the Board. This item to be discussed more in the Moment with Meg.

The payroll protection loan for \$140K has been spent and should be forgiven (based on meeting the criteria), but we haven't heard back yet. This budget assumes we'll get that money back.

The auction fundraiser was canceled last year due to COVID. We're hoping we can do it online in March, but we wouldn't expect to raise as much money.

Chris is on leave this week and so left the meeting following his presentation.

Status: Completed

- Draft 2021bdgetsumm09-28-20.pdf
- AugustFinancialReports.pdf

2.2. Visitor's Forum

The Board Linkage Committee welcomes Liz Nielsen from the Stewardship Committee.

Joined by Liz Nielsen, Stewardship

- We're in the middle of the pledge drive
- Stewardship Committee meets monthly
- There have been a lot of adaptations for COVID-19, including adjusting the calendar of events to be virtual (e.g., lead donor party), shifting the theme of the pledge drive, and finding different ways to connect with people
- Post-pandemic, stewardship will likely continue with the online pledging form
- As a side project, members of the committee collaborated with UUA to do a survey of different congregations about stewardship across the country; this will be useful for a lot of churches.
- Some board members have already helped with stewardship calls; others encouraged to help Sunday 10/25 from 2:00-4:00 p.m.
- Sustaining pledges were introduced this year, meaning contributions will continue next year (but can be changed); about half have taken advantage of this

Status: Completed

2.3. Recognition of Church Volunteers and Staff

- Liz Nielsen now for her visit; send a note to the Stewardship team next month;
- Bear for getting our FB livestream back up;
- Sage has been helping Kelly and others, as well as helping elders get online

Status: Completed

2.4. Moment with Meg

- Meg has been doing pastoral care on the phone and through Facebook, trying to stay in touch with people.
- Main worry is that people feel disconnected from people at the church, some people just don't like being online.
- Fellowship Team is doing a drive-through Halloween event for the kids.
- Staff are going through the building to keep up maintenance.
- ASN team is putting up videos from Ivan; this time has been challenging for Alirio and others.
- We've had a couple of wonderful members leave the church recently
 - Mohan and Elizabeth
 - George and Shernaz
- The election has been anxiety producing; we'll have a Vigil on Zoom the night after the election.
- RE is dragging; we're losing kids who don't want to be on their computers beyond school
- Rob asked about whether we can open up the sanctuary for people to worship on an individual basis; Meg will think about how to make that happen
- There are some people meeting unofficially outside the building
- Salary discussion
 - Previous minister was paid \$100,000 over 10 years ago. Meg got an increase to \$111,111 5 years ago, but hasn't gotten an increase since.
 - \$125,000 is tentatively included in the budget for Meg's salary.
 - Most ministers in her peer group are between \$130,000 and \$150,000
 - UUA salary recommendation for churches in our category, midpoint is \$111.2; max is \$138.8.
- Meg is publishing another book this year.
- Shannon, Chris and Brent are getting raises to midpoint; Brent being moved to full-time.
- Ministry costs include compensation, benefits and 10% toward retirement.

Meg departed and recording was paused for an Executive Session to discuss Meg's salary. We were 30 minutes behind schedule going into the Executive Session.

Regular meeting resumed around 8:20 p.m.

Sadie motioned to table the discussion of My Grandmother's Hands (item 4.1) and the report on the Congregational Town Halls about Positions of Public Record (item 2.5) until next meeting.

Kelly seconded.

No disagreement.

Kelly moved the following:

Be it moved that the salary for the Senior Minister be raised by 9% in 2020-2021, with the expectation of a 3% raise in 2021-2022. The Board further commits to review the Senior Minister's salary annually.

Rob seconded the motion and it was approved by unanimous consent.

Elias said he would add the review of the Senior Minister's salary to the Board annual calendar spreadsheet.

Status: Completed

2.5. Report on Congregational Town Halls About Positions of Public Record

Nesan and Elias will report on feedback we received from the congregation during open town hall meetings on Sep 27 and Oct 11 about the proposed resolution creating positions of public record.

Tabled until November board meeting. (Motion in item 2.4)



Status: Completed

3. Monitoring our Progress

3.1. Ends interpretations 1.4.7 & 1.4.8 monitoring

Ends interpretation monitoring for 1.4.7

- Meg discussed ways we have been a hub for other churches, mostly related to UBarU
- Some things have been impacted by the pandemic
- People have been attending our worship services from all over

Ends interpretation monitoring for 1.4.8

- Meg noted that changes made to the interpretations were underlined

Toni moved we approve both ends' interpretation. Nesan seconded, and there were no objections.

Status: Completed

- 1.4.8 monitoring report 10-2020.pdf
 - Monitoring report 1.4.7 2020.pdf
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3.2. Policy Committee

Dave and Rob presented their proposed change to the bylaws and a change to Board policies.

Rob suggested that we separate these into two discussions, focusing on the bylaws change today and deferring discussion of the proposed Board policies until a later meeting due to running behind schedule.

Meg indicated she prefers a streamlined bylaws, but was happy to go either way.

Chris was not present for this discussion, but his preference previously was not to make changes to the bylaws.

Rob said that other organizations address virtual meetings in their bylaws, and he feels we should do that too.

There was discussion around whether the change was really needed in the bylaws, since the current bylaws don't specify meeting modality, and there was a question of whether referencing the Board policies could be circular. It was pointed out that Rob and Dave had done a significant amount of research and we should defer to that.

Rob proposed that the Board accept the proposed change to the bylaws and move them forward for a vote of the congregation. Kelly seconded.

There was a vote with 7 in favor and 2 opposed (Toni and Elias). Motion passed.

Discussion of policy changes will be deferred until the next meeting.

Status: Completed

- 20201012-FUUCA-Board-Remote-Meetings.docx
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3.3. Monitoring Committee

Kelly gave an update on behalf of the Monitoring Committee.

- She thanked Toni for feedback on survey
 - Committee is meeting next week to finalize the survey
 - She would like to do article in the Lodestar encouraging people to respond
 - Should we add option on the survey for people to be contacted by Transformation Connection Service?
- There was agreement this is a good idea.

Status: Completed

3.4. Linkage Committee

Kristen gave an update for the Linkage Committee.

- We're working to create small groups for connection and to revisit the end related to racial injustice.
- Our plan is to to a small group pilot with Board members.
- She will send a Doodle Poll so we can get this group together to practice and do a train-the-trainer, and to find out when people are available to help facilitate conversations.

Eli asked Linkage for feedback about his draft newsletter item in which he mentioned this topic.

Status: Completed

3.5. Board Engagement Committee

Leo and Sadie got feedback about someone to contact for the board engagement effort, but there has been no response.

We are looking to highlight black lives in the Austin community with a positive spin. Reminded that we shouldn't do something that we believe will be positive for the African American community without getting the perspective of someone from that community. There was discussion of following up with a church member, but then Meg suggested that we contact a museum curator from the George Washington Carver museum for advice, or that we try someone from the Huston-Tillotson history department. Leo will follow up.

Sadie will follow up to get a time for a Board social event.

Status: Completed

4. Learning & Creating the Future

4.1. Discussion: My Grandmother's Hands Chapters 5-6

Discussion of chapters 5 and 6 was tabled until next month. (Motion in item 2.4.)

For November, we will also read chapters 7 and 8, and we'll discuss chapters 5-8.

Sadie, who was going to lead this item, agreed to lead next time.

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

Readings: Rob

Book discussion: Sadie

Time keeper: Elias

Process evaluator: Toni

Action items:

1. Elias update calendar
2. Toni to find out how to call into Zoom meetings
3. Kristen and Sadie to collaborate on a Doodle Poll for train-the trainer for Linkage conversations, Linkage conversations, and Board social event

Status: Completed

5.2. Process Evaluation

Status: Completed

5.3. Extinguishing the Chalice and Closing Words

Dave shared closing words by Luke Stevens-Royer, "Prayer Ballot," written for the 2016 election, and Elias blew out the chalice.

Reading:

I make my mark

with at least a shred of hope

that something good will come from this.

And regardless, I remember:

the world won't be destroyed, entirely, by this;

the world won't be saved, entirely, by this.

Marking my vote

is like kneeling in prayer

because neither will accomplish

anything right away—

but the purpose of both

is to remind me

of my deepest hope

for the world that I'm trying to help create.

So I rise from prayer,

and turn in my ballot

and remember the who is me,

and us, and we the people—

and again I set to the task that is mine:

justice, mercy, humble service

in my small corner of the world.

Status: Completed

Financial Reports for September 2020

We are in a strong cash flow position through September, despite some forms of revenue being down, such as rentals and pledge contributions. Pledge contributions seem stronger than they actually are because one church family made a large contribution that will cover their pledge for five years. However, for accounting purposes, we have to recognize it when we receive it.

The Wake Now Our Vision matching funds, some legacy giving and the PPP loan we received and that has now been forgiven have all help very much in keeping us financially sound.

We made a small alteration to the reports that should help them show more clearly where we are with unrestricted cash flow versus cash on hand that is restricted to specific purposes.

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BALANCE SHEET

As of September 30, 2020

	JUL 2020	AUG 2020	SEP 2020
ASSETS			
Current Assets			
Bank Accounts			
1072 Bill.com Money Out Clearing	309.98	-80.00	1,276.33
1110 8009-THCU Checking	442,681.84	460,679.76	554,165.50
1120 RBank Debt Service 676	59,051.45	59,058.97	59,066.25
1130 RBank Construction 668	260,278.47	250,816.85	241,352.99
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.	253,134.24	260,602.58	256,920.93
1720 UUCEF Mixed Investment Account	347,582.51	357,837.40	352,782.07
1730 UUCEF Murr Music Account	71,381.51	73,487.51	72,449.32
1740 UUCEF Education	429,120.68	441,781.22	435,539.98
1790 Unrealized (Gain)/Loss on Investments	-129,058.40	-162,490.35	-147,387.24
Total Bank Accounts	\$1,734,682.28	\$1,741,893.94	\$1,826,366.13
Accounts Receivable			
1210 Accounts Receivable	0.00	0.00	0.00
Total Accounts Receivable	\$0.00	\$0.00	\$0.00
Other Current Assets			
1199 Undeposited Funds	0.00	149.75	2,999.75
1220 VANCO - Payment Reconciliation	7,921.43	2,661.43	2,661.43
1230 Cash/Checks	0.00	0.00	0.00
1240 VANCO - ACH/MS	0.00	1,745.00	1,310.00
1250 VANCO - ACH	0.00	0.00	0.00
1260 Stripe		667.96	74.75
1310 Prepaid Expenses	0.00	0.00	0.00
Total Other Current Assets	\$7,921.43	\$5,224.14	\$7,045.93
Total Current Assets	\$1,742,603.71	\$1,747,118.08	\$1,833,412.06
Fixed Assets			
1500 Fixed Assets			
1510 Building	3,821,185.45	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	-364,916.00	-436,602.19	-447,273.09
Total 1500 Fixed Assets	7,361,588.70	7,278,878.63	7,268,207.73
Total Fixed Assets	\$7,361,588.70	\$7,278,878.63	\$7,268,207.73
TOTAL ASSETS	\$9,104,192.41	\$9,025,996.71	\$9,101,619.79

FIRST UNITARIAN UNIVERSALIST CHUR

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BALANCE SHEET

As of September 30, 2020

	JUL 2020	AUG 2020	SEP 2020
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2110 Accounts Payable	13,591.10	2,121.60	1,590.53
Total Accounts Payable	\$13,591.10	\$2,121.60	\$1,590.53
Credit Cards			
2150 Chase Credit Card 3081	10,178.70	1,672.44	8,709.43
Total Credit Cards	\$10,178.70	\$1,672.44	\$8,709.43
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
2610 PPP Loan	140,800.00	140,800.00	140,800.00
Sales Tax Agency Payable	0.00	0.00	0.00
Total Other Current Liabilities	\$140,800.00	\$140,800.00	\$140,800.00
Total Current Liabilities	\$164,569.80	\$144,594.04	\$151,099.96
Long-Term Liabilities			
2620 Construction Loan	1,323,188.45	1,320,641.41	1,319,621.79
Total Long-Term Liabilities	\$1,323,188.45	\$1,320,641.41	\$1,319,621.79
Total Liabilities	\$1,487,758.25	\$1,465,235.45	\$1,470,721.75
Equity			
3110 Unrestricted Net Assets	92,332.03	92,332.03	92,332.03
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	94,588.00	38,915.10	109,051.88
Total Equity	\$7,616,434.16	\$7,560,761.26	\$7,630,898.04
TOTAL LIABILITIES AND EQUITY	\$9,104,192.41	\$9,025,996.71	\$9,101,619.79

FIRST UNITARIAN UNIVERSALIST CHUR
Profit and Loss
September 2020

	<u>Total</u>
Income	
4100 Earned Revenue	
4120 Admissions/Ticket Revenue	0.00
4130 Rentals Revenue	4,395.00
Total 4100 Earned Revenue	\$ 4,395.00
4200 Contributed Revenue	
4210 Unrestricted Contributions	
4211 Pledge	135,564.85
4212 Sunday Plate	899.53
4213 Other Gifts	3,622.91
Total 4210 Unrestricted Contributions	\$ 140,087.29
4220 Restricted Contributions	10,430.09
4221 Special Plate	564.19
Total 4220 Restricted Contributions	\$ 10,994.28
Total 4200 Contributed Revenue	\$ 151,081.57
Total Income	\$ 155,476.57
Gross Profit	\$ 155,476.57
Expenses	
6100 Payroll Expenses	
6110 Salaries & Wages	41,457.74
6140 Employer Portion of Benefits	1,173.81
6150 Employer Portion of Taxes	1,813.51
6180 Other Labor Related Expense	535.48
Total 6100 Payroll Expenses	\$ 44,980.54
6220 Program Expenses	
6221 Meeting Costs	160.84
6223 Supplies	285.00
6224 Guest Speaker / Musician	250.00
6225 Travel (Parking, Tolls, and Mileage)	599.00
6226 Professional Development	2,300.00
6228 Literature & Printed Materials	37.00
6229 Other Program Expenses	5,319.76
Total 6220 Program Expenses	\$ 8,951.60
6300 Outreach Costs	
6311 Printing	951.88
Total 6300 Outreach Costs	\$ 951.88
6400 Occupancy Costs	
6420 Grounds Upkeep	1,087.08
6430 Security	29.99
6440 Utilities, Phone, & Internet	793.26

6460 Repairs & Maintenance		621.00
Total 6400 Occupancy Costs	\$	2,531.33
6610 Office Supplies & Postage		3,318.59
6620 Dues & Membership Fees		37.49
6670 Software Subscriptions		857.98
6710 Legal & Professional Fees		2,119.23
6730 Permits, Licenses, and Other Fees		744.00
6750 Bank Service Charges		913.30
6760 Merchant Processing Fees		930.11
6820 Depreciation Expense		10,670.90
6830 Interest Expense		8,474.11
Total Expenses	\$	85,481.06
Net Operating Income	\$	69,995.51
Other Income		
4160 Interest and Dividends		141.27
Total Other Income	\$	141.27
Net Other Income	\$	141.27
Net Unrestricted Income	\$	59,706.69
Non-Operational Cash Expense		10,670.90
Operational Cash Flow Increase or Decrease	\$	49,035.79

Sunday, Nov 08, 2020 12:05:02 PM GMT-8 - Accrual Basis

FIRST UNITARIAN UNIVERSALIST CHUR
Profit and Loss Comparison
 January - September, 2020

	Total	
	Jan - Sep, 2020	Jan - Sep, 2019 (PY)
Income		
4100 Earned Revenue	-389.65	
4110 Event Revenue	55.97	14,982.79
4120 Admissions/Ticket Revenue	3,260.10	19,341.13
4130 Rentals Revenue	47,156.63	57,154.99
4150 Merchandise Sales	42.00	
Total 4100 Earned Revenue	\$ 50,125.05	\$ 91,478.91
4200 Contributed Revenue		
4210 Unrestricted Contributions	40,000.00	
4211 Pledge	529,697.99	518,536.44
4212 Sunday Plate	17,708.04	26,588.59
4213 Other Gifts	135,299.07	16,670.98
Total 4210 Unrestricted Contributions	\$ 722,705.10	\$ 561,796.01
4220 Restricted Contributions	174,900.89	
4221 Special Plate	5,580.95	9,855.73
Total 4220 Restricted Contributions	\$ 180,481.84	\$ 9,855.73
Total 4200 Contributed Revenue	\$ 903,186.94	\$ 571,651.74
Total Income	\$ 953,311.99	\$ 663,130.65
Gross Profit	\$ 953,311.99	\$ 663,130.65
Expenses		
6100 Payroll Expenses		
6110 Salaries & Wages	382,423.37	412,656.25
6140 Employer Portion of Benefits	62,390.57	74,134.14
6150 Employer Portion of Taxes	16,678.50	18,832.55
6180 Other Labor Related Expense	6,030.78	5,822.20
6190 Contract Labor		560.00
Total 6100 Payroll Expenses	\$ 467,523.22	\$ 512,005.14
6210 Charitable Giving		
6211 UUA	1,400.00	6,830.00
6213 Community Support	14,399.96	10,416.00
6219 Other Charitable Giving	1,400.00	1,469.00
Total 6210 Charitable Giving	\$ 17,199.96	\$ 18,715.00
6220 Program Expenses		
6221 Meeting Costs	3,872.83	11,517.38
6223 Supplies	5,210.49	15,544.48
6224 Guest Speaker / Musician	6,080.00	8,314.20
6225 Travel (Parking, Tolls, and Mileage)	10,079.83	5,743.21
6226 Professional Development	3,800.00	5,190.00
6228 Literature & Printed Materials	4,168.77	1,877.25

6229 Other Program Expenses	7,541.05	6,203.01
Total 6220 Program Expenses	\$ 40,752.97	\$ 54,389.53
6300 Outreach Costs		
6310 Advertising	1,405.14	430.00
6311 Printing	8,044.78	8,525.45
6330 Member Cultivation	10.81	679.00
6390 Other Outreach Expenses	2,040.88	3,312.41
Total 6300 Outreach Costs	\$ 11,501.61	\$ 12,946.86
6400 Occupancy Costs		
6410 Building Upkeep	892.78	3,064.91
6420 Grounds Upkeep	9,783.72	11,550.87
6430 Security	379.91	459.91
6440 Utilities, Phone, & Internet	30,929.14	42,105.45
6450 Equipment	951.88	
6460 Repairs & Maintenance	25,780.82	11,646.87
Total 6400 Occupancy Costs	\$ 68,718.25	\$ 68,828.01
6610 Office Supplies & Postage	13,756.73	15,448.35
6620 Dues & Membership Fees	2,086.95	2,030.88
6670 Software Subscriptions	8,950.76	8,642.75
6710 Legal & Professional Fees	26,320.69	19,200.92
6730 Permits, Licenses, and Other Fees	869.00	59.21
6740 Property & Liability Insurance	20,225.00	11,789.00
6750 Bank Service Charges	8,693.05	1,199.79
6760 Merchant Processing Fees	6,712.05	8,473.55
6820 Depreciation Expense	95,428.26	
6830 Interest Expense	56,636.94	0.00
Suspense (deleted)	0.00	
Uncategorized Expense	0.00	
Total Expenses	\$ 845,375.44	\$ 733,728.99
Net Operating Income	\$ 107,936.55	-\$ 70,598.34
Other Income		
4160 Interest and Dividends	1,115.33	564.72
9970 Release from Restricted (deleted)		1,586.91
9980 Tfr. Mixed invest to Operations (deleted)		23,000.00
Total Other Income	\$ 1,115.33	\$ 25,151.63
Net Other Income	\$ 1,115.33	\$ 25,151.63
Net Unrestricted Income	-\$ 65,849.01	-\$ 45,446.71
Non-Operational Cash Expenses Offset	95,428.26	
Operational Cash Flow Increase or Decrease	\$ 29,579.25	

Monthly Program Development Report
First Unitarian Universalist Church of Austin
October 2020

Worship Services

We are continuing to do our worship services online and are still developing learning as we go. The entire staff and a number of church members participate. I have been so thankful for our folks' talent and creativity

Building Closure

Our staff continue to work from home. Caden and Bear sometimes work from their offices but try to do so at different times, and, as you have seen, some of us record our part of the services from the church. When we do so, we practice social distancing at all times and wear masks except when speaking. The building remains closed for general activity.

Church Operations

We continue to do our church meetings, RE classes and small groups by Zoom.

Finances

Please the separate financial reports attached.

Membership

No changes reported.

Warmly,

Chris

The attached summary budget represents our best estimate for income and expenses next year, given the caveat that we are projecting a budget for an unprecedented situation and do not know when we and our renters might be able to be in the church building again.

We are projecting a budget with expenses higher than income because of the pandemic. The difference would be drawn from cash reserves the church currently holds.

We estimated that the building might reopen in July.

Of course, we are operating with limited information about what may actually happen, given the pandemic.

Our estimate for pledge income is based upon what has been pledged thus far plus a few pledges we expect will occur between now and the end of the year from letters that our stewardship team is planning to send to folks who have not yet pledged, as well as some phone calls we expect to make before the end of the year.

Our estimate for other gifts revenue is largely based upon a legacy gift a former church member left to the church (25% of her estate). It is worth noting that the amount we are estimating for this legacy gift is very conservative - the gift from her estate may well be much larger, which would reduce how much expenses might exceed income.

We reduced some expenses (such as utilities) based upon reduced use of the building. We continued to increase our giving to the U.U.A. based upon the expressed wishes of the congregation and brought staff salaries to the UUA recommend mid-point as per the approved interpretation of board policy regarding treatment of staff.

Sincerely,

Rev. Meg and Rev. Chris

Draft 2020 Budget
Pending the End of the Stewardship Drive

Budget Year	2020	2021
INCOME	Budget	Proposed
Contributions		
Pledges		
Pledge	\$ 690,000	\$ 670,000
attrition	\$ (20,700)	\$ (23,450)
New Member Giving	\$ 42,300	\$ 35,000
Sunday Plate	\$ 41,000	\$ 35,000
Other Gifts	\$ 28,000	\$ 75,000
Rental	\$ 125,000	\$ 71,000
Activities		
Fundraiser	\$ 11,750	\$ 11,750
Income from Committees	\$ 2,000	\$ 1,000
Camp UU (Hogwarts)	\$ 7,000	\$ 7,000
Special Plate	\$ 15,622	\$ 10,000
Paradox Players	\$ 11,475	\$ 7,650
Interest & Dividends	\$ 2,400	\$ 2,400
Wake Now Our Vision	\$ 40,000	
Released from Restricted (Murr)	\$ -	\$ 1,500
Restricted Funds Offset	\$ 2,033	\$ 3,391
Annual Transfer	\$ 20,580	\$ 23,000
Released from CC		
Total Income	\$ 1,018,460	\$ 930,241
EXPENSES		
Ministry	\$ 392,288	\$ 364,088
Religious Education	\$ 278,055	\$ 266,876
Music	\$ 269,194	\$ 258,425
Administration	\$ 78,923	\$ 81,663
Total Expenses	\$ 1,018,460	\$ 971,052
Net Revenue or expense	\$ -	\$ (40,811)

In this report, I have left the evidence of progress from 2019, and added the report from 2020, so you will have a way to compare year to year.

1.4.2 We support and challenge one another in worship, spiritual growth and lifelong learning to practice a rich spiritual life.

Interpretation:

By this we mean that our worship, our spiritual growth, and our learning will not always be comfortable and comforting. Sometimes we will be required to have the stamina to be challenged, to sit with the revelation that we may not have known as much as we thought or understood as clearly as we believed.

It is our spiritual life (whatever causes our compassion, understanding, RESILIENCE, love, sense of connection, our joy and kindness to develop) which gives us the rootedness and strength to support and be supported and to challenge and be challenged.

We cannot always promise to create a safe space. Sometimes we are called to be in a brave space.

Measures:

- We will create some Executive Linkage sessions to complement the anecdotal evidence we gather in order to hear from the congregants about times they've felt supported and times they have felt challenged by sermons, readings, music, faith development classes and team projects within and outside the walls of the church.
- We will tell about the conversations we've had with congregants about the necessity of being uncomfortable with the music and sermon content at least a quarter of the time in order to ensure that we are being welcoming to a wide variety of people.

Evidence of Progress:

I report progress.

Spiritual Growth:

This year, in the midst of the Pandemic, we have 7 chalice circles and two Wellspring groups. The Chalice Circles are now using the curriculum from the UU subscription service, *Soul Matters*. The Wellspring groups use the Wellspring curriculum, also a UU effort, where the expectations are more rigorous and more focused on spiritual practice than the Chalice Circles. Spiritual exercises are part of both curricula.

We have an RE intern this year, Sage Hirschfeld, who is leading a “listening circle” for Young Adults and is creating worship services for Young Adults as well.

We have two book discussion groups that still meet, a women’s spirituality groups that’s meeting remotely, and several Adult Education classes where members and friends can support and challenge one another.

Learning: The RE program continues remotely, with a committed 25 hour per week director, lively and committed teachers, and a small group of students for whom the meeting times and conversations are important. The Middle School group is solid and is working well. We are in one of those cycles where there aren’t very many Sr. High folks. Two of the people who come most regularly to the remote meetings are from out of town, and they attend with the blessing of their ministers and their parents.

Worship: Sermons continue to find a balance between comfort and challenge. We are committed to becoming an anti-racist church, and we are moving at a pace that is too fast for some and too slow for others. Most of our members are able to tolerate whatever discomfort they feel. Several POC members, however, have become quite uncomfortable with what they perceive as the too-slow pace of our anti-racism work, and a few beloveds have left the church.

(2019)

We have 12 Chalice Circles this fall. Bear Qolezcua is providing the content for the lessons, This is up from 3 or 4 last year. We continue to have spiritual exercises as part of the worship service: silence, the metta

meditation, and the song we use to sing the children out are all things that people can use during the week as well. Sermons address issues of spiritual growth, as do our WellSpring groups and other Adult RE offerings like the Job Bible study, the Death and Dying class, and the UU Welcome Circles.

Learning: We have redesigned the RE program. Now there is a half-time RE director, a youth coordinator, an OWL coordinator, and an RE chaplain who provides content for the weekly Faith Connections email and for the Chalice Circle Lessons. He and Kelly, the RE director, coordinate and sometimes teach adult RE classes. They also choose the Story for All Ages. There is an RE support team to help us think about best ways to do things. We are hoping they will also serve as the RE Interim work support team when we start the RE interim work.

Worship: We have high quality sermons and music. Topics and styles of music cover a wide range. I've put together a new worship team which is looking for ways to make the worship more and more inviting, participatory, and multi-cultural. Two additions to worship have been giving the readings context, adding some information about the authors, and having a Moment for Beloved Community after the Affirmation of the Mission.

Comfort and Discomfort

The board's linkage team has been hosting conversations for the congregation about being an anti-racist church. Perhaps it is the Pandemic, or people are "Zoomed out," but the congregational involvement in the talks has been a bit disappointing.

Because people who are uncomfortable talking about race elect not to come to smaller group discussions, we are continuing our "Moments for Beloved Community" in the service. We are trying not to have moments that will traumatize POC, but will also show those who identify as white examples of White Supremacy Culture. We also continue to give background on the authors of our readings, and we make efforts to include many POC authors. The music department is also attempting to present music by POC composers.

(2019)The board is forming linkage plans to discuss the 8th principle, and I think some questions about when people have felt comforted, uncomfortable, challenged and supported in growing resiliency could be incorporated into those sessions.

We are presenting a “moment for Beloved Community” after each affirmation of our mission, to give people a glimpse of something to think about, a seed for further thought. These are presented intentionally during the service so all of our people are exposed to anti-racism/anti-oppression issues. They are intentionally brief so that no one really has time to shut down out of guilt, white fragility, or desire to maintain the privilege of not having to think about White Supremacy Culture.

We are providing context for readings used in the service that point out the culture and the race of the authors. In this way, it is not just the authors of color who are “racialized.” This in itself is somewhat jarring, in that it causes thought about why whiteness is the norm, or the default, in that if the race of a person isn’t mentioned in our culture, the assumption is that the person is white.

In terms of spiritual growth, my evolving understanding has led me to add the word (all in caps above) “resilience” to my definition.

First Unitarian Universalist Church of Austin

Bylaws Requirement for Remote and Electronic Meetings

The proposed bylaws change will require that “The Board Policies shall define the requirements and protocols for conducting meetings using remote or electronic technologies. All meetings that conform to approved Board Policies are acceptable as per these bylaws.”

This document proposes specific Policy for Remote and Electronic Meetings

Remote and Electronic Meetings Defined

Any Meeting may be held by means of a conference telephone call or conference live calls so that all Persons participating in the meeting can communicate with each other. Shared voice and text chat are considered valid communication mechanisms. Participation in a meeting held by conference calls shall constitute presence of the Person at the meeting. This includes meetings in which some Persons are meeting in Person and others are Remote.

For discussions and voting, the meeting organizer is responsible for ensuring that parties identify themselves. Unattributed comments and votes cannot be tracked as part of the decision making process for gatherings.

Voting for Online Congregational Meetings

Remote Voting for Congregational Meetings is acceptable when the following conditions are met:

First, there us a record of congregants attending the meeting so that an accurate total present at the time of voting can be recorded. This number must be reflected in the minutes of the meeting. The number present at voting may be less than quorum as long as quorum was reached during the posted meeting times.

Second, the topic to be voted must be read in full and displayed on screen while being read.

Third, positive votes must be either be 1) unanimous in favor or 2) composed of a majority in which all individuals voting in favor have been identified either by voice affirmation of their name or by using associated chat or email.