

## MEETING AGENDA - First UU Austin Board of Trustees

### Meeting

<b>Meeting Date</b>	Tuesday, October 19, 2021
<b>Start Time</b>	6:30 PM
<b>End Time</b>	8:30 PM (CST)
<b>Location</b>	Zoom - <a href="https://zoom.us/my/firstuuaustin">https://zoom.us/my/firstuuaustin</a> (password = 512452) Zoom ID: 940 671 9275 Dial in number: (346) 248-7799 or (669) 900-6833
<b>Purpose</b>	Regular scheduled meeting

### RSVP

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

### Agenda

## 1. Coming Back into Covenant

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1.1. Chalice Lighting and Opening Words	Rob Hirschfeld / 2 min. (6:30 PM - 6:32 PM)
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1.2. Reading of Board Covenant	/ 2 min. (6:32 PM - 6:34 PM)
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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.

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1.3. Confirm Timekeeper and Process Evaluator	/ 2 min. (6:34 PM - 6:36 PM)
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Timekeeper - Sadie

Process evaluator - Dave

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1.4. Approve Agenda and Consent Agenda	/ 2 min. (6:36 PM - 6:38 PM)
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Documents \* Minutes Pages 4-9

- Program Development Report Sept 2021.pdf 10-11
- Aug2021financialstatements.pdf 12-18
- Linkage Committee October 2021 Meeting Update.docx 19-20
- Monitoring Committee Report\_October 2021.doc 21

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## 2. Connecting with our Moral Ownership

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2.1. Visitor's Forum / 10 min. (6:38 PM - 6:48 PM)

2.2. Recognition of Church Volunteers and Staff / 5 min. (6:48 PM - 6:53 PM)

2.3. Moment with Rev. Meg Meg Barnhouse / 10 min. (6:53 PM - 7:03 PM)

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## 3. Monitoring our Progress

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3.1. Discussion of Ends / 10 min. (7:03 PM - 7:13 PM)

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

Documents

- End 1.4.2 and interpretation for board discussion.docx Page 22

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3.2. Monitoring Reports (Ends and/or Executive Limitations) / 10 min. (7:13 PM - 7:23 PM)

End 1.4.7: We provide leadership to and collaborate with the greater Unitarian Universalist community to expand the reach of our movement

End 1.4.8: We are generous with time, talent, and treasure to realize our mission

Documents

- 1.4.7 monitoring report 2021.pdf Pages 23=25
- 1.4.8 Monitoring Report 2021.pdf 26-28

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3.3. Board Engagement Committee Sadie Lambert / 10 min. (7:23 PM - 7:33 PM)

Upcoming deadline!

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## 4. Learning & Creating the Future

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4.1. Board Book Discussion Nathan Walther / 15 min. (7:33 PM - 7:48 PM)

Chapter 4 Ignoring the Canary

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## 5. Adjourn

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5.1. Action Items and Announcements / 2 min. (7:48 PM - 7:50 PM)

Let's review the action items from this meeting:

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5.2. Assign Roles for Next Meeting / 2 min. (7:50 PM - 7:52 PM)



Assign roles for:

- Readings
- Timekeeper
- Process Evaluator
- Book Discussion (Chapter 5)

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### 5.3. Process Evaluation

/ 2 min. (7:52 PM - 7:54 PM)

Documents

- Board process review form.docx

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### 5.4. Extinguishing the Chalice and Closing Words

Rob Hirschfeld / 2 min. (7:54 PM - 7:56 PM)

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## MEETING MINUTES - First UU Austin Board of Trustees

### Meeting

<b>Date</b>	Tuesday, September 21, 2021
<b>Started</b>	6:30 PM
<b>Ended</b>	8:30 PM (CST)
<b>Location</b>	Zoom - <a href="https://zoom.us/my/firstuuaustin">https://zoom.us/my/firstuuaustin</a> (password = 512452) Zoom ID: 940 671 9275 Dial in number: (346) 248-7799 or (669) 900-6833
<b>Purpose</b>	Regular scheduled meeting
<b>Chaired by</b>	Toni Wegner
<b>Recorder</b>	Nesan Lawrence

### Approval

**Minutes approved on:** 10/4/2021

### Attendance

**Present:** Meg Barnhouse, Leo Collas, Suzette Emberton, Rob Hirschfeld, Russell Holley-Hurt, Chris Jimmerson, Sadie Lambert, Nesan Lawrence, Kelly Raley, Dave Riehl, Nathan Walther, Toni Wegner

**Absent:** Shannon Posern, Bear Qolezcua

### Meeting documents

- Monitoring Committee Report - September Board meeting.doc
- Board Engagement Committee Report - September Board meeting.doc

### Minutes

## 1. Coming Back into Covenant

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### 1.1. Chalice Lighting and Opening Words

Toni lit the Chalice while Kelly read the opening words from "Hope" by Victoria Safford

**Status:** Completed

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### 1.2. Review and 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.

Kelly read the covenant.

The Board collectively reviewed the Board covenant and was in unanimous agreement that the Covenant did not require any changes at the moment. Kelly made the motion to accept the covenant as is and Russell seconded the motion with no objections from the Board.

**Status:** Completed

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### 1.3. Confirm Timekeeper and Process Evaluator

Timekeeper - Suzette

Process evaluator - Nesan

Confirmed that Suzette is the timekeeper and Nesan is the process evaluator

**Status:** Completed

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### 1.4. Approve Agenda and Consent Agenda

Consent agenda

- August meeting minutes
- August program development report
- July financials

Consent agenda includes minutes from August Board meeting, program development report and financials. Committee reports are also part of the consent agenda. Kelly made the motion to approve the agenda and Nesan seconded.

Rev. Meg recommended that the Board send any requests to change the consent agenda and any questions on the reports from the Ministers at least by the Thursday before the Board meeting. Toni will document that as a reminder for future boards.

**Status:** Completed

Documents

- July2021financialreports.pdf
  - Program Development Report Aug 2021.pdf
  - Minutes-2021-08-17-v1.pdf
  - Linkage Milestones (Oct-Dec 2021).pdf
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## 2. Connecting with our Moral Ownership

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### 2.1. Visitor's Forum

No invited guests this month

**Status:** Completed

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### 2.2. Recognition of Church Volunteers and Staff

Fred Higgins for his real estate advice.

Team that helped with Lee's ordination.

Tom Martin for helping with livestream of the ordination.

Note of congratulations and welcome to Lee.

**Status:** Completed

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### 2.3. Moment with Rev. Meg

Rev. Chris and Rev Meg have been meeting with the reopening committee. Difference of opinions exist regarding whether the Church should be reopened once we reach Stage 4 or whether we should wait till we reach Stage 2. The poll suggests that roughly a third would like for the church to reopen during Stage 4, another third during Stage 3 and the remaining during Stage 2. At least one member of the Church has resigned due to these difference of opinions. Some pockets of anger amongst the congregation exist with regards to the delays in reopening the church. Safety continues to be a top priority with regards to church reopening.

Rev. Chris shared that given the recent offers on the church property, church member Fred Higgins recommended renegotiating the construction loan. The interest rate has been lowered from 5.25% to 4.55 as a result of reaching out to the bank and the new note is now official. This reduces the monthly payment by \$586.49 and represents a savings of \$121,990 over the term of the loan.

Due to current circumstances, Rev. Chris also shared his concerns with direct inspection of 2.3 and 2.4 Board policies that the Monitoring Committee is considering. Staff is already overwhelmed as a direct inspection could be time consuming. The church currently contracts accounting and sends documents to an outside firm, Church does not keep the financial files as the accountant maintains that. Plus the staff has been working remotely there is likely already a huge list of backlog items that are pending filing. Bigger concern is that such a direct inspection will require direct involvement of the accounting firm who in turn can charge hourly for their work in this regard. Rev. Chris recommended either a) choosing a different policy this year and revisit the financial policies when the Church financials are more stable and we have accounted for the additional expenses in the budget or b) carve out a subset of the 2 policies that wouldn't require significant time commitment from the accounting firm and staff this year. The feedback was well received by the Monitoring committee who will come back to the Board with a revised proposal for direct inspection.

Rev. Meg shared the news that Bear is leaving the church as he and his family are moving to Wayne, Michigan. She is currently in the process of posting a job ad for a media person with graphics, tech and sound skills. Its possible that Bear can continue to work remotely on a contract basis till a replacement is found. The Board recognized the huge loss this represents to the Church.

**Status:** Completed

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## 3. Monitoring our Progress

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### 3.1. Discussion of Ends

Discuss Ends 1.4.7 and 1.4.8 (attached)

#### **Discussion around what do the ends mean to us**

*End 1.4.7 - We provide leadership to and collaborate with the greater UU community to expand the reach of our movement*

The Board felt that the new and expanded reach that the Church has due to the online presence comes to my mind with this particular end. FUUCA being a hub could mean joining forces not just with individuals but with other churches and organizations to achieve some of the ends. Rev. Meg shared that we have had shared OWL classes with Live oak, we have had support teams go to Wildflower to have listening circles, we also have done some trainings together with Wildflower. Rev. Chris shared that some of the smaller churches and fellowships have used our sermons and video clips.

In response to a question around whether we partner on issues of social justice, Rev. Meg shared that we had a banner made that "First UU Churches of Central Texas" that was used during joint parades in years past. As part of



the Church ministries, Church members do collaborate with other organizations on topics such as 'UU the Vote'. Given our status as a Reproductive Justice Organization, we collaborate with not just UU churches but with many different churches on this subject. When FUUCA had people in sanctuary, we were supported by many other churches on our efforts. Recently we partnered with Live Oak to co-ordain Lee Legault.

The Board also wondered whether these type of collaboration opportunities can be publicized ahead of time to promote participation and collaboration from more of our congregants. We could also share news and information about the ongoing collaborations through different avenues such as the monthly newsletter article as an example. This type of collaboration is something that the Board could be more involved in - for example, networking with other Church Boards. The local ministers get together once a month and the UU Region was putting together at one time a meeting of the Board presidents once a month and were going to add the RE Coordinators and Social Justice Chairs - likely did not follow through due to the pandemic. We could also invite outside visitors to our Visitor's Forum during monthly Board meetings.

Finally the Board also wondered whether FUUCA as one of the larger churches can mentor other smaller UU churches in the region.

#### *End 1.4.8 We are generous with time, talent and treasure to realize our mission*

The Board reflected that the lead Donor event that used to be held annually was suspended this year - the thinking behind that was to not focus only on financial contributions as that indicated some privilege in itself. All donations matter, including those involving time and talent.

The Board also felt that there is a core group of members who tend to show repeat involvement in a number of activities. So this end could be about how to expand that core.

With regards to financial donations, Rev. Chris shared that engagement across the congregation (i.e. participation rate) is generally strong.

**Status:** Completed

#### Documents

- End 1.4.7 and interpretation for board discussion.docx
- End 1.4.8 and interpretation for board discussion.docx

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### 3.2. Monitoring Reports (Ends and/or Executive Limitations)

Monitoring of:

- 2.4 Financial Conditions
- 2.7 Compensation and Benefits
- End 1.4.6

We had monitoring reports around 2 executive limitations and 1 end this month. The Board felt that we are in compliance with these executive limitations and end.

With regards to Executive Limitation 2.4 Financial Conditions, the Board reflected that stemming from the discussion during the training that Rev. Chris conducted in August, there was some discussion around deviation from congregation approved budgets during extenuating circumstances such as a pandemic. The Board acknowledged that these aspects were adequately addressed in the monitoring report.

The Board had a question about the condition 2.4.1 which is a comparison of the actuals with approved budget priorities - it was noted that the documents shared currently so not allow for such a comparison. Rev. Chris shared that the way the accountants record the actuals in the system today makes it difficult or impossible to make the comparison, But this is something that can addressed starting in 2022. Rev. Chris also shared that we are in a situation where it is difficult to project revenue vs expenses in the short term (i.e. a month or two ahead) due to uncertainties around church reopening. The church leadership is currently guessing when we would reopen and basing the forecasts on that assumption (for example, they guessed the church would reopen in July but that did not pan out).



With regards to executive limitation 2.7 Compensation and Benefits, Board had a question around the self-reported measures and confirmation by audit. Has there ever been an internal or external audit? Rev. Chris shared that several years ago the Board appointed an internal group to audit the payroll practices but its been quite a while. The Board felt that that is something that the Monitoring Committee could take up this year. The Board also pointed out that since an external party (ADP) handles payroll, that is a way to ensure we are covered legally and from a audit perspective.

With regards to End 1.4.6, the Board was curious whether this end is about culture in general or this is about dismantling white supremacy. Rev. Meg clarified how some of the culture that the leadership is trying to instill in the staff behavior is related to dismantling white supremacy culture (which manifests itself via perfectionism, sense of urgency, lack of appreciation, etc.).

**Status:** Completed

#### Documents

- 2.4 Financial Conditions rev09-2021.pdf
- 2.7 Compensation and Benefits rev 09-2021.pdf
- 1.4.6 previousyearforcomparison.pdf
- Monitoring Report 1.4.6 2021.pdf

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### 3.3. Committee Follow up and Next Steps

All the committees have met and have shared their initial reports. In October, the committees would hopefully share some next steps with milestones. Committees were requested to share their status reports the Wednesday before the Board meeting. Committees will also flag the specific items where they are seeking Board input - these aspects will be pulled out of the status reports for discussion during the Board meeting.

**Status:** Completed

#### Documents

- Monitoring Committee Report - September Board meeting.doc
- Board Engagement Committee Report - September Board meeting.doc

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## 4. Learning & Creating the Future

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### 4.1. Board Book Discussion

The Sum of Us, Chapter 3

Russell led the book discussion on Chapter 3 of the book 'Sum of Us'. The two discussion questions were:

- 1) McGhee provided examples of how racist zero-sum thinking has impacted everyone, including white and upper-middle class people: education funding, healthcare funding. How do you see this dynamic shaping the reaction to COVID?
- 2) At the end of the chapter McGhee states that we are deficient in social solidarity. The issues that she describes earlier in the chapter stem from racism and classism. Perhaps these are both symptoms of this deficiency. Is this our root problem? What are some ways that you experience this and what else grows out of it?

**Status:** Completed

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## 5. Adjourn

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### 5.1. Action Items and Announcements

Let's review the action items from this meeting:





- Kelly is doing thank you notes; Toni to share relevant email addresses
- Toni will document protocol about consent agenda and questions for ministers on the reports
- Rev. Chris will make a note around tracking actuals vs budgets starting in 2022
- Committees to share status reports the Wednesday before the Board meeting

**Status:** Completed

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## 5.2. Assign Roles for Next Meeting

Assign roles for:

- Readings
- Timekeeper
- Process Evaluator
- Book Discussion
- Rob will do readings
- Sadie will be timekeeper
- Dave will be process evaluator
- Nathan will lead Chapter 4 of book discussion
- If we end up meeting in person, Toni will bring snacks; overall the Board members felt that there is no need to rush into in-person Board meetings at the moment

Toni took the opportunity to announce that the Stewardship drive will begin in October (going through November), and requested Board participation and support with the effort this year.

**Status:** Completed

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## 5.3. Process Evaluation

Overall evaluation was 'Satisfactory'. It was noted that there was a lot of materials to read and prepare for ahead of this Board meeting - this may have inhibited participation on some of the topics and, looking forward, this is one of the areas where the Board could do slightly better.

**Status:** Completed

Documents

- Board process review form.docx
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## 5.4. Extinguishing the Chalice and Closing Words

Kelly read the closing words from "Notes of Hope" by Anne Lamott and Toni extinguished the chalice.

**Status:** Completed

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

Worship Services and Gatherings

We continued to do our worship services online but plan for a staged reopening. We held an ordination for Lee Legault that was mostly on livestream but with a few people in the sanctuary in person, all of whom had been fully vaccinated, if eligible, and all of whom had a negative test result for Covid just beforehand. Meg and I also were do a service together in person, again after being fully vaccinated (and boosted!) and with a recent negative test.

Building Closure

Our staff continue to work mostly from home. A few staff go in individually and at separate times to preform work duties. We are discussing plans for phasing in more working from the church if our local Covid situation continues to improve.

Church Operations

We continue to do our church meetings, RE classes and small groups by Zoom. Again, though, we are discussing phasing some of these back in person or as multiplatform over time.

Finances

Please the separate financial reports attached. During the meeting, we will cover some federal employee retention credits we think we will be receiving.

Stewardship

Stewardship just launched on October 10. We will provide an update on how it is going as we get the information.

Warmly,

Chris

### August 2021 Financial Statements

Our financial status improved somewhat in August, and, correspondingly, year to date through the end of August, as revenue rebounded slightly.

We also believe we will be receiving tax credits from the federal government which will also benefit our cash flow greatly.

# FIRST UNITARIAN UNIVERSALIST CHUR

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## Balance Sheet As of August 31, 2021

	JUN 2021	JUL 2021	AUG 2021
<b>ASSETS</b>			
Current Assets			
Bank Accounts			
1072 Bill.com Money Out Clearing	0.00	0.00	0.00
1110 8009-THCU Checking	466,740.72	468,230.26	463,393.34
1120 RBank Debt Service 676	59,126.66	59,127.98	59,139.72
1130 RBank Construction 668	248,985.44	246,364.99	240,732.88
1140 THCU Money Market	0.00	0.00	0.00
1150 THCU Savings	30.00	30.00	30.00
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.	308,843.14	309,201.83	314,869.05
1720 UUCEF Mixed Investment Account	418,289.03	401,112.67	408,464.48
1730 UUCEF Murr Music Account	87,090.90	87,192.05	88,790.15
1740 UUCEF Education	626,521.92	621,774.80	633,171.03
1790 Unrealized (Gain)/Loss on Investments	-388,545.86	-391,334.41	-418,508.49
<b>Total Bank Accounts</b>	<b>\$1,827,281.95</b>	<b>\$1,801,900.17</b>	<b>\$1,790,282.16</b>
Accounts Receivable			
1210 Accounts Receivable	0.00	0.00	0.00
<b>Total Accounts Receivable</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

# FIRST UNITARIAN UNIVERSALIST CHUR

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## Balance Sheet As of August 31, 2021

	JUN 2021	JUL 2021	AUG 2021
Other Current Assets			
1199 Undeposited Funds	0.00	0.00	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	1,269.00	1,498.25	8,172.75
1310 Prepaid Expenses	14,316.71	12,407.92	11,437.21
1490 Other Current Assets	0.00	0.00	0.00
<b>Total Other Current Assets</b>	<b>\$15,585.71</b>	<b>\$13,906.17</b>	<b>\$19,609.96</b>
<b>Total Current Assets</b>	<b>\$1,842,867.66</b>	<b>\$1,815,806.34</b>	<b>\$1,809,892.12</b>
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	-543,311.19	-553,982.09	-564,652.99
<b>Total 1500 Fixed Assets</b>	<b>7,172,169.63</b>	<b>7,161,498.73</b>	<b>7,150,827.83</b>
<b>Total Fixed Assets</b>	<b>\$7,172,169.63</b>	<b>\$7,161,498.73</b>	<b>\$7,150,827.83</b>
<b>TOTAL ASSETS</b>	<b>\$9,015,037.29</b>	<b>\$8,977,305.07</b>	<b>\$8,960,719.95</b>

# FIRST UNITARIAN UNIVERSALIST CHUR

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## Balance Sheet As of August 31, 2021

	JUN 2021	JUL 2021	AUG 2021
<b>LIABILITIES AND EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable			
2110 Accounts Payable	2,410.42	1,998.01	613.90
<b>Total Accounts Payable</b>	<b>\$2,410.42</b>	<b>\$1,998.01</b>	<b>\$613.90</b>
Credit Cards			
2150 Chase Credit Card 3081	1,792.67	10,038.93	5,351.41
<b>Total Credit Cards</b>	<b>\$1,792.67</b>	<b>\$10,038.93</b>	<b>\$5,351.41</b>
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
<b>Total Other Current Liabilities</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Current Liabilities</b>	<b>\$4,203.09</b>	<b>\$12,036.94</b>	<b>\$5,965.31</b>
Long-Term Liabilities			
2620 Construction Loan	1,286,061.85	1,282,189.24	1,278,489.21
<b>Total Long-Term Liabilities</b>	<b>\$1,286,061.85</b>	<b>\$1,282,189.24</b>	<b>\$1,278,489.21</b>
<b>Total Liabilities</b>	<b>\$1,290,264.94</b>	<b>\$1,294,226.18</b>	<b>\$1,284,454.52</b>
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	-177,822.71	-219,516.17	-226,329.63
<b>Total Equity</b>	<b>\$7,724,772.35</b>	<b>\$7,683,078.89</b>	<b>\$7,676,265.43</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$9,015,037.29</b>	<b>\$8,977,305.07</b>	<b>\$8,960,719.95</b>

**FIRST UNITARIAN UNIVERSALIST CHUR**

**Profit and Loss**

**August 2021**

	<b>Total</b>
<b>Income</b>	
4100 Earned Revenue	
4130 Rentals Revenue	10,323.70
<b>Total 4100 Earned Revenue</b>	<b>\$ 10,323.70</b>
4200 Contributed Revenue	
4210 Unrestricted Contributions	
4211 Pledge	55,857.82
4212 Sunday Plate	917.71
4213 Other Gifts	3,505.65
<b>Total 4210 Unrestricted Contributions</b>	<b>\$ 60,281.18</b>
4220 Restricted Contributions	10,523.29
4221 Special Plate	239.11
<b>Total 4220 Restricted Contributions</b>	<b>\$ 10,762.40</b>
<b>Total 4200 Contributed Revenue</b>	<b>\$ 71,043.58</b>
<b>Total Income</b>	<b>\$ 81,367.28</b>
<b>Gross Profit</b>	<b>\$ 81,367.28</b>
<b>Expenses</b>	
6100 Payroll Expenses	
6110 Salaries & Wages	42,072.24
6140 Employer Portion of Benefits	9,665.47
6150 Employer Portion of Taxes	1,799.72
6180 Other Labor Related Expense	964.14
<b>Total 6100 Payroll Expenses</b>	<b>\$ 54,501.57</b>
6220 Program Expenses	
6221 Meeting Costs	25.19
6223 Supplies	297.50
6224 Guest Speaker / Musician	1,000.00
6226 Professional Development	2,221.20
6229 Other Program Expenses	8.79
<b>Total 6220 Program Expenses</b>	<b>\$ 3,552.68</b>
6300 Outreach Costs	
6320 Recognition	147.41
<b>Total 6300 Outreach Costs</b>	<b>\$ 147.41</b>
6400 Occupancy Costs	
6410 Building Upkeep	244.31
6420 Grounds Upkeep	1,087.08
6430 Security	139.99
6440 Utilities, Phone, & Internet	3,553.43
6450 Equipment	918.80
6460 Repairs & Maintenance	919.62

6490 Other Facility Expenses		95.00
<b>Total 6400 Occupancy Costs</b>	<b>\$</b>	<b>6,958.23</b>
6610 Office Supplies & Postage		177.07
6670 Software Subscriptions		695.31
6710 Legal & Professional Fees		2,710.63
6740 Property & Liability Insurance		1,229.17
6750 Bank Service Charges		1,160.72
6760 Merchant Processing Fees		637.83
6820 Depreciation Expense		10,670.90
6830 Interest Expense		5,793.74
<b>Total Expenses</b>	<b>\$</b>	<b>88,235.26</b>
<b>Net Operating Income</b>	<b>-\$</b>	<b>6,867.98</b>
<b>Other Income</b>		
4160 Interest and Dividends		54.52
<b>Total Other Income</b>	<b>\$</b>	<b>54.52</b>
<b>Net Other Income</b>	<b>\$</b>	<b>54.52</b>
<b>Net Income</b>	<b>-\$</b>	<b>6,813.46</b>
<b>Non-Operational Expenses</b>	<b>\$</b>	<b>16,464.64</b>
<b>Net Cash Flow Increase/Decrease</b>	<b>\$</b>	<b>9,651.18</b>

Tuesday, Oct 12, 2021 03:09:32 PM GMT-7 - Accrual Basis



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

	<b>Total</b>	
	<b>Jan - Aug, 2021</b>	<b>Jan - Aug, 2020 (PY)</b>
<b>Income</b>		
4100 Earned Revenue		-389.65
4110 Event Revenue		55.97
4120 Admissions/Ticket Revenue		3,260.10
4130 Rentals Revenue	44,626.23	42,761.63
4150 Merchandise Sales		42.00
<b>Total 4100 Earned Revenue</b>	<b>\$ 44,626.23</b>	<b>\$ 45,730.05</b>
<b>4200 Contributed Revenue</b>		
4210 Unrestricted Contributions		40,000.00
4211 Pledge	450,278.75	394,133.14
4212 Sunday Plate	6,456.29	16,808.51
4213 Other Gifts	25,292.93	131,676.16
<b>Total 4210 Unrestricted Contributions</b>	<b>\$ 482,027.97</b>	<b>\$ 582,617.81</b>
4220 Restricted Contributions	26,777.73	164,470.80
4221 Special Plate	9,140.48	5,016.76
<b>Total 4220 Restricted Contributions</b>	<b>\$ 35,918.21</b>	<b>\$ 169,487.56</b>
<b>Total 4200 Contributed Revenue</b>	<b>\$ 517,946.18</b>	<b>\$ 752,105.37</b>
<b>Total Income</b>	<b>\$ 562,572.41</b>	<b>\$ 797,835.42</b>
<b>Gross Profit</b>	<b>\$ 562,572.41</b>	<b>\$ 797,835.42</b>
<b>Expenses</b>		
6100 Payroll Expenses		
6110 Salaries & Wages	382,904.37	340,965.63
6140 Employer Portion of Benefits	77,202.59	61,216.76
6150 Employer Portion of Taxes	15,765.02	14,864.99
6180 Other Labor Related Expense	8,107.74	5,495.30
<b>Total 6100 Payroll Expenses</b>	<b>\$ 483,979.72</b>	<b>\$ 422,542.68</b>
6210 Charitable Giving	18.17	
6211 UUA	4,026.37	1,400.00
6212 Member Support	3,000.00	
6213 Community Support	9,024.28	14,399.96
6219 Other Charitable Giving		1,400.00
<b>Total 6210 Charitable Giving</b>	<b>\$ 16,068.82</b>	<b>\$ 17,199.96</b>
<b>6220 Program Expenses</b>		
6221 Meeting Costs	923.12	3,711.99
6223 Supplies	8,893.48	4,925.49
6224 Guest Speaker / Musician	9,035.00	5,830.00
6225 Travel (Parking, Tolls, and Mileage)	5.72	9,480.83
6226 Professional Development	12,972.71	1,500.00
6228 Literature & Printed Materials	433.87	4,131.77

6229 Other Program Expenses	2,497.77	2,221.29
<b>Total 6220 Program Expenses</b>	<b>\$ 34,761.67</b>	<b>\$ 31,801.37</b>
<b>6300 Outreach Costs</b>		
6310 Advertising		1,405.14
6311 Printing	7,239.16	7,092.90
6320 Recognition	280.84	
6330 Member Cultivation	20.00	10.81
6390 Other Outreach Expenses	0.00	2,040.88
<b>Total 6300 Outreach Costs</b>	<b>\$ 7,540.00</b>	<b>\$ 10,549.73</b>
<b>6400 Occupancy Costs</b>		
6410 Building Upkeep	2,210.98	892.78
6420 Grounds Upkeep	7,609.56	8,696.64
6430 Security	524.92	349.92
6440 Utilities, Phone, & Internet	28,586.08	30,135.88
6450 Equipment	2,099.35	951.88
6460 Repairs & Maintenance	12,916.92	25,159.82
6490 Other Facility Expenses	880.00	
<b>Total 6400 Occupancy Costs</b>	<b>\$ 54,827.81</b>	<b>\$ 66,186.92</b>
6610 Office Supplies & Postage	1,546.81	10,438.14
6620 Dues & Membership Fees	238.60	2,049.46
6670 Software Subscriptions	10,265.03	8,092.78
6710 Legal & Professional Fees	20,570.11	24,201.46
6730 Permits, Licenses, and Other Fees	278.31	125.00
6740 Property & Liability Insurance	8,954.19	20,225.00
6750 Bank Service Charges	8,869.66	7,779.75
6760 Merchant Processing Fees	4,606.72	5,781.94
6820 Depreciation Expense	85,367.20	84,757.36
6830 Interest Expense	45,876.29	48,162.83
Suspense (deleted)		0.00
Uncategorized Expense		0.00
<b>Total Expenses</b>	<b>\$ 783,750.94</b>	<b>\$ 759,894.38</b>
<b>Net Operating Income</b>	<b>-\$ 221,178.53</b>	<b>\$ 37,941.04</b>
<b>Other Income</b>		
4160 Interest and Dividends	669.11	974.06
<b>Total Other Income</b>	<b>\$ 669.11</b>	<b>\$ 974.06</b>
<b>Other Expenses</b>		
2021 Clean Up	5,820.21	
<b>Total Other Expenses</b>	<b>\$ 5,820.21</b>	<b>\$ 0.00</b>
<b>Net Other Income</b>	<b>-\$ 5,151.10</b>	<b>\$ 974.06</b>
<b>Net Income</b>	<b>-\$ 226,329.63</b>	<b>\$ 38,915.10</b>
<b>Non-Operational Expenses</b>	<b>\$ 131,243.49</b>	<b>\$ 132,920.19</b>
<b>Annual Transfer from Savings</b>	<b>\$ 23,000.00</b>	<b>\$ 23,000.00</b>
<b>Net Cash Flow Increase/Decrease</b>	<b>\$ (72,086.14)</b>	<b>\$ 194,835.29</b>

Linkage Committee Update  
 FUUCA Board Meeting  
 October 2021

The Linkage Committee met twice between the September and October Board meetings, on September 26th and October 3rd. In these meetings, the Committee focused on two topics: Visitor's Forum and linkage activity plans.

### **Visitor's Forum**

The Committee finds no reason to deviate from the previous approach of finding Visitor's Forum guests from the various ministries associated with the church. However, we would like to expand our criteria slightly to include less formal groups and activities associated with the church if time allows. We would also like to align guests with upcoming activities in the church's calendar, so the Board has a chance to learn about activities and ask questions before activities begin.

The Committee will meet with Rev. Meg at the earliest opportunity to discuss this plan, gather specific contacts, and begin building the full calendar. For now, we plan to invite representatives from the Stewardship Committee (October) and the Opening Committee (November) as these groups' activities will be top of mind for us at these times.

### **Linkage Activities**

For the 2021/2022 term the Committee will focus linkage activities on the theme of Welcoming, as discussed in the Board retreat. This theme provides a fertile ground for input and we will invite respondents to share their thoughts on this broad theme. We will additionally focus on making the church welcoming for two key groups: BIPOC and fully remote members.

The Committee's primary deliverable will be a written report prepared for the April Board meeting. This report will incorporate all of the inputs available to the Committee at the time. To prepare this report, the Committee will perform two rounds of information gathering.

The first round of information will be in the form of written responses to open-ended questions. These will be gathered mid-January through mid-February. Respondents will have the opportunity to answer these questions on paper and digitally (via Survey Monkey or a similar tool). Additionally, we plan to staff a table at the church on Sundays to discuss the initiative and give people the opportunity to provide oral responses.

The Committee proposes to begin these activities in early 2022 in order to avoid overlap with the Monitoring Committee's survey, which could confuse respondents and reduce response rates for both efforts. Before launching the written data gathering, we plan to write an article explaining linkage and providing an overview of the Welcoming theme and staff a table at the church on Sundays to answer questions.

The Committee will prepare the questions for written responses in October and provide them in our update to the November Board meeting.

The second round of information gathering will leverage small group interviews that will be open for all to attend. These meetings will take place mid-February through the end of March and will (hopefully) be offered in-person and online. We plan to analyze the responses to the written questions to formulate questions for these interviews, diving into themes and issues identified in these responses. The meetings will be open to all, but the Committee hopes to identify individuals who may have valuable insights and extend personal invitations to them.

Monitoring Committee Report  
October 2021

- Congregational Survey
  - Survey will be finalized and sent to Board members to review in October
  - Board members will be asked to test the survey during the last week of October
  - Survey collection to be conducted in November
  - Survey results distributed to the congregation in January/February 2022
- Inspection of Executive Limitations
  - Monitoring committee to select area(s) to inspect and present to Board for review at the December meeting
  - Monitoring committee to conduct inspection in January-March 2022
- Congregational Stories: Church's impact on their lives
  - Interview questions presented for Board review at November meeting
  - Participants selected in December/January from those who volunteer through the Congregational Survey
    - Fallback Plan: In the event that not enough survey participants volunteer, randomly select 10 congregants to participate in this exercise. Coordinate with Linkage committee as needed. Finalize list by January 2022
  - Interviews conducted in February/March 2022
  - Report and themes presented to Board in April 2022

#### End 1.4.2 and Interpretation for Board Discussion

**End 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.

## End #7 Interpretation

- We provide leadership to and collaborate with the greater Unitarian Universalist community to expand the reach of our movement

We have been asked by the region to be a “hub” congregation where classes and events can be held. . We work with the other UU congregations around us to offer classes like OWL and Coming of Age, and invite area UUs to participate in events. We encourage ministers and members to be involved with national UU committees, to provide input and leadership in the wider denomination. We continue to be a leader in the UU Sanctuary movement, so we can encourage others with our successes and invite them to learn from our mistakes. We do what we can to strengthen and be a resource for the Austin Sanctuary Network, which we helped start. Together with other churches, we participate in outreach efforts, protest events, political actions, and we work with other churches to increase the visibility of Unitarian Universalism at city-wide events like Pride. We think of First UU as a “hub” congregation because of our size, our facilities, and our central location. The Regional staff have asked us to be a hub for UU classes and events, and we work toward that goal. Watched by people all over the UU world, our live streamed services will only continue to be more well-known, a valuable outreach tool. Our Public Affairs Forum is televised, so it is available to the Austin community. The Senior Minister’s writing appears in the UU World magazine, both in hard copy and online.

## Measures

We will note the number of classes we offer which involve other congregations.

We will list the national efforts in which our ministers are involved.

We will note the actions and events we do with other congregations to increase the visibility of UUism in our area.

We will list the events which are held here as we act in our capacity as a hub congregation for this area.

We will note the number of pieces published by our ministers

We will count the number of views of our streamed services.

**Classes with other congregations:** last year’s report: *Our three OWL classes are coordinated with those at Live Oak, so if any of our folks can’t do it on our schedule, they can join the class at Live Oak, and vice-versa.*

*The UU congregation in SA, Live Oak and First UU made a Coming-of-Age retreat at UbarU together last October.*

*Our Camp UU, Hogwarts, online by Zoom this past summer, included both adults and children from other congregations.*

*We have two youth attending our youth groups online, with knowledge and permission of their respective congregations.*

*The steep learning curve for converting to online worship last March, due to the Pandemic, was easier for us than for many smaller churches, as we had already been set*

up for live-streaming the services. We also have a staff of fast learning people who have kept us going with only a few hitches. Other UU congregations have been using our services at their churches, or our music, or just the sermons.

2021: OWL classes were suspended due to the pandemic. We continue to be a congregation that draws many UUs from other states and even other countries to our worship services.

Our Men's retreats and Women's retreats at UBarU involve people from other UU churches, and our weekly men's luncheon involves men from other churches as well.

### **National efforts in which our ministers are involved:**

2020: Sermons written by both Chris and Meg have been used in national publications, such as Soul Matters. Meg's songs are used as the basis of sermons by other ministers, and they are performed at churches all over the US.

Meg's columns appear in the online UU World magazine and in the print version, and in the CLF's Quest publication.

Both Meg and Chris advise and mentor other ministers, both fellowshipped and in formation.

2021: Things continue to be the same, with our writings, sermons and songs being used by other congregations. The UU World magazine has suspended all columns, so Meg's writing is appearing in the UU publication "Braver/Wiser." Meg is not mentoring any other ministers formally this year. Chris continues to mentor a minister in preliminary fellowship. Other congregations have also used our choir's music videos in their worship services.

### **Actions and events with other congregations to increase UU visibility:**

2020: The Austin Sanctuary Network, founded by First UU and St. Andrews Pres, continues to involve over 25 churches and organizations. Meetings and events are held virtually. There have been changes to the structure and the focus of the ASN, as it shrinks in both its mission (to free our Sanctuary leaders) and in leadership. They have been to DC several times to meet with elected officials, and now they are producing videos where Ivan tells the stories of his time in detention. They still organize accompaniment of migrants and asylum seekers to their government appointments. Several churches are involved in this. They also organized a fundraising concert last January for the ASN.

2021: The Carrie Newcomer concert happened again this year, and the ASN continues their work on behalf of Hilda, Ivan, and Alirio. Meg and Kiya attended the rally for trans rights at the capital, and many of our members have testified and demonstrated against cruel anti-trans legislation being considered by our legislature.

### **Number of pieces published by the ministers:**

2020: The UU World discontinued their columnists, so Meg's writing has not been seen nationwide this year. Her new book is coming out this fall, so there will be more visibility for First UU because of that.



*There are still many requests for her songs for use in worship at other congregations.*  
 2021: Meg's new book came out, and is selling well in the UU community.

### **Number of views of our services**

2020: Since we are completely online since March, Facebook counts the number of people who look for more than three minutes at the service. In the beginning, the number was over 4,000. We have about 300 folks in attendance Sunday mornings, and the rest of the people watch during the weeks that follow.

2021: The attendance at our online service is down a little, and it is split now between FB live and Vimeo, which shows on our web site. Vimeo views grew from one or two to 50 + weekly. Total FB views, from last Oct. to this Oct, were a total of 35, 644 views, with an average of 673 views per weekly service. The 35,000 number includes those who watched at least 3 min of the service.

**Updated October 2021**

- Ends Interpretation 1.4.8: We are generous with time, talent, and treasure to realize our mission

First UU Church of Austin  
October, 2020

- **We are generous with time, talent, and treasure to realize our mission**

Interpretation:

Everything we do at First UU is in service of the mission and ends of the congregation. We ask our members and our friends to pledge yearly, and we have made a “gift of record” a requirement of membership. In every “Path to Membership” class we make the expectations of membership clear and give a benchmark of each individual’s fair share of support in order to allow people to make informed decisions about how much support they may wish to pledge. We choose between “Celebration Sundays” where everyone pledges on the same day, and every member canvass, where each person gets a conversation of some kind with a canvassing volunteer.

We depend on our members and friends to volunteer their time, skill, and experience in order to move the congregation toward its ends in order to fulfill the church’s mission. To this end, we ask all new members to fill out an interest form indicating what kinds of efforts they’d like to help with. We have a “Transformation Through Service” program. TTS is comprised of a team of interviewers who sit down with new and long-time members for an in-depth interview about their relationship to the church, their interests, and their availability for ministry within the congregation. They then decide together what ministry team would be the best fit for that congregant. This has evolved from being a process mostly for new members, to being open to all members and friends. We would like to broaden the base of our volunteer support, so the same people are not always the ones doing the work. The program is just at its beginnings, but it has had good response so far.

Measures:

We track pledged income and the payment on pledges every year. Reports are sent to congregants to let them know what they pledged and what they have paid. We track volunteer hours to the degree possible to marvel at the generosity of our members and friends, and to understand how many work hours it takes to make a large church run well. We track how much we raise from our fund raiser, the yearly auction.

Evidence of Progress:

Auction Fundraiser: The Auction made 15,600 last spring!

2020: This year, with the Pandemic, we didn’t have a fundraiser.

2021 : No fundraiser since last Oct again.

Volunteer Hours:

During this Pandemic, some ministry teams couldn’t continue their work. The Caring Team did still make phone calls, write cards, and make some meals for congregants in need. The Fellowship Team is presenting a Halloween Drive By for the children, and a UU Talent Show

for the congregation. The RE Department has been very active under the direction of Kelly Stokes. We offered three levels of Our Whole Lives sex ed curriculum, the middle school and high school groups were active and continue to meet on Zoom. The children's RE continued all summer on Zoom, and Katrina Saptorsantos changed the children's choir to an online version of musical education, sharing, and collaborative music-making through video. The Worship Team sprang into action as the Pandemic hit to provide online services that gathered the people together online so they could still feel connection to First UU. The Music Department continues to involve the choir and guest musicians in video production of musical offerings for Sunday services.

Board members and heads of ministry teams probably give around 60 hours a year to their volunteer work for the congregation. I'd say we have around 40 people in leadership, and that together, even with the slow-down of the Pandemic, they give around 1500 hours. Their team members include another 50 people, who probably give about 30 hours a year each. I'd guess that, altogether, that's nearly 4000 volunteer hours. I think this may be a conservative estimation.

2021: Since last October, I'd say Board members continue to give at least 60 hours a year to their work. RE has continued to offer classes for children and youth, although attendance has dropped off significantly. It will get better as vaccinations allow children to gather safely at church again. Our Christmas pageant was a wonderful drive-in effort, and we have continued to have musical offerings by the choir, although fewer of them, given the prodigious number of editing hours taken by each video.

#### Pledging and Plate Support

##### Average Pledge

Year	2016	2017	2018	2019	2020	2021	2022*
Average Pledge	\$1,810	\$1,892	\$1,995	\$2,263	\$2,230	\$2,146	\$2,893

\* 2022 is for those pledges we have received so far, and we only recently began the campaign. It is likely this average will come down some, as many of our largest pledgers have already made their pledges.

##### Average Monthly Plate Collection

Year	2016	2017*	2018	2019	2020	2021 so far
Average Mo Plate	\$5,162	\$2,284	\$2,767	\$3,054	\$2,378	\$807

\* The bookkeeper at the time in 2016 recorded any contribution we received that was not designated as a pledge or other specific type of gift as plate revenue. Because of this, plate revenue was overstated for those years. In 2017, we switched to more accurately designating such contributions as "Other Gifts". Thus, the apparent drop in average monthly plate gifts between 2016 and 2017 was the result of an accounting change and not a real drop in revenue. The drop in 2021 is likely due to having to move to only one service and not being able to gather in person because of the pandemic. Also, because folks have been giving online, they may be choosing some other revenue source in the drop down box on our contributions page rather than Sunday plate.

From October 4, 2020, until October 10, 2021, there were a total of 35,644 views of our worship services on Facebook, with an average of 672.5 views per service. Facebook totals

come 3 second views up to full viewing time. I can provide a breakdown of that data in the next few days, if needed.

Additional data for Vimeo views is unavailable as they are live views. The number steadily grew from March 2021 until October 3, 2021 – from 1 or 2 viewers to 50+ viewers weekly on austinuu.org. On October 10, 2021, there were 23 live viewers – this drop is clearly associated with the return to the sanctuary as many of the “regulars” on the website were in physical attendance that day.

Beginning around June 13, 2021, views fell by about half and slightly recovered by September.

Date	Views	Date	Views	Date	Views
10/4/20	849	2/7/21	832	6/20/21	451
10/11/20	427	2/14/21	774	6/27/21	443
10/18/20	607	2/21/21	450	7/4/21	541
10/25/20	1217	2/28/21	991	7/11/21	407
11/1/20	601	3/7/21	663	7/18/21	496
11/8/20	754	3/14/21	759	7/25/21	572
11/15/20	47	3/21/21	679	8/1/21	466
11/22/20	588	3/28/21	738	8/8/21	564
11/29/20	44	4/4/21	967	8/15/21	795
12/6/20	921	4/11/21	919	8/22/21	671
12/13/20	751	4/18/21	958	8/29/21	688
12/20/20	1691	5/2/21	733	9/5/21	767
12/27/20	629	5/9/21	532	9/12/21	556
1/3/21	774	5/16/21	806	9/19/21	587
1/10/21	847	5/23/21	798	9/26/21	473
1/17/21	808	5/30/21	505	10/3/21	365
1/24/21	777	6/6/21	824	10/10/21	343
1/31/21	648	6/13/21	554	Total	35,664

**[Last updated on October, 2021]**