

BORDERLANDS UNITARIAN UNIVERSALIST
BOARD OF DIRECTORS
APRIL 18 MINUTES

Present: R. Peterson, B.Lund, D. Mitchel, M. Taylor, L. Schober, L. Parker, J. Macauley, J. Lowe, J. Kron, S. Wispelwey Present on ZOOM : K.Creten, B. Lemmon, M. House, D. Farone, A. Westrope

Chalice Lighting by Emerson – L. Schober

President's Report – There will be a closed session at the end of this meeting. President R feels he has done a good job of delegating responsibilities. One undone issue is the rental policy which he will send to Jermaine for formatting. At the meetings were M. Daugherty, S. Wispelwey, K. Lopez. The numbers and some language has been changed. This will be sent back to the committee for review.

The Endowment Policy has been reviewed with some revisions. A meeting will be held to inform the congregation of the changes. The goal is to make the policy easier to understand and make the money more accessible for projects. (The meeting was held but no changes were made.)

R. is leaving May 3. The next Zoom meetings will be improved with help from Seth.

Minister's Report – The last month has been full with regular duties but many calls and emails to bereaved families. Last Sunday was a BAJA 4 sermon at the Tucson Church. Connections have been made with BAJA4. One week's time away will be needed. Rev. Jill Pawlowski will be available for pastoral care but the minister will be contacted if needed .

March Board Meeting Minutes were approved.

Annual Congregational Meeting Minutes were approved by the board.

Before the next annual meeting there needs to be an update in the bylaws to define a quorum to include both online and paper ballots. M. House generously volunteered to do the writing.

The Treasurer's Report was approved. The budget spread sheet is at the end of the minutes. The current pledged amount is \$120,885 but there is a short fall of \$4300 from the projected 2023- 2024 budget. Inflation was not included in the budget estimates. It is the Board's responsibility to make sure committees stay within their budgets. Is it the Treasurer's job to remind groups that they are close to their budget limits? Some trade offs between budget lines with the committees and the Treasurer's permission. Request forms must be completed before payment. It is not the Office Manager's job to write checks.

OLD BUSINESS

Website - B. Lund reported that the design part of the project is closing. A handbook for editors and administrators is being written. One question to be solved is the placement of the UNITEL. Should it be in the public area or in password protected area? The 338 new members are from all over the world have logged in. More than half are on computers but about 40% are on mobile devices. On April 11 there were over 120 attempts to log on. Next Board Meeting one of the administrators, Maureen, will talk about how to use the website's traffic reports.

Pledge Drive Report – See the Treasure's Report. At the May meeting, R. Peterson there will be a budget reconciliation.

Handicapped Parking – K. Creten reported an estimate for concrete parking pads is \$30,000. More estimates will be sought. There will be more information next month.

COVID Report - A request to rethink our COVID policy. The board members' feelings were that the policy of individual responsibility should not be changed.

NEW BUSINESS

Increase of UUA membership dues . L.Parker questioned does UUA reflect what our congregation wants. What value does the Association have for our local group? Should a different group get our support? He will send information. J. Macauley requested the Board to pursue an inquiry as to the value of BUU' relationship with UUA and come more mindful decision about what those values are and how they should be represented in the annual contribution. B. Lemmon said as a congregation have not been very invested in the conversation with UUA so we don't know what is happening.

Infrastructure Proposal – Rev. Wispelwey is suggesting governance that would be based on **Vision- (Why)** , **Mission – (How)** and **Infrastructure (What)**. In the future we will be having workshops to establish Vision and Mission. The infrastructure would be an umbrella to cover what we have now put in three different buckets – Management, Membership and Ministries, and Message.

He said there would be seven committees. **Under Management** would be Finance , Under **Buildings & Groundings and Grounds** – Capital improvements and Garden. **Personnel**- Pastoral Relations.

Membership & Ministries' (outreach) could include communications - Unitel and Website, Justice and Witness as well as Donations.

Under **Congregational life** would be Membership, Helping hands, Caring Clusters, Lean on Me, Kitchen Wizards, Hospitality (social events).

Message would include Worship Arts, and Spiritual Nourishment including covenant groups, the book group, women’s retreat, the men’s group and forums.

More information and clarification will come from Rev. Seth.

Borderlands UU

Annual Budget Percentage for General Fund as of 03/31/2023

Account	Actual	75% complete Annual	Variance	% Budget	At Risk
Revenues					
Non Pledge Contributions of Record	0.00	100.00	-100.00	0.00%	Y
PLEDGE INCOME	87,590.06	101,350.00	-	86.42%	
			13,759.94		
Prior year pledge	5,120.00	0.00	5,120.00	0.00%	
SUNDAY PLATE	14,464.51	9,000.00	5,464.51	160.72%	
Auction	7,483.00	0.00	7,483.00	0.00%	
Canoa Land Sale	0.00	54,690.00	-	0.00%	Y
			54,690.00		
FUND RAISING	0.00	0.00	0.00	0.00%	
Book Cart Sales	9.00	0.00	9.00	0.00%	
Events	80.00	4,500.00	-4,420.00	1.78%	Y
Miscellaneous Fund Raising Projects	457.50	0.00	457.50	0.00%	
Rummage Sale	1,684.75	1,500.00	184.75	112.32%	
SubTotal FUND RAISING	2,231.25	6,000.00	-3,768.75	37.19%	
Insurance reimbursement	1,553.06	0.00	1,553.06	0.00%	
MISCELLANEOUS INCOME	115.00	0.00	115.00	0.00%	
RENT	5,242.00	2,700.00	2,542.00	194.15%	
REWARD PROGRAMS	0.00	0.00	0.00	0.00%	
Amazon Smile	106.55	240.00	-133.45	44.40%	Y
Bank of America Credit Card Cash	30.55	0.00	30.55	0.00%	
Rewards					
SubTotal REWARD PROGRAMS	137.10	240.00	-102.90	57.13%	
Total Revenues	123,935.98	174,080.00	-50,144.02	71.19%	
Expenditures					
Building Maintenance Reserve	0.00	7,000.00	7,000.00	0.00%	
INREACH	0.00	0.00	0.00	0.00%	
HOSPITALITY & FELLOWSHIP	815.06	1,200.00	384.94	67.92%	
EVENTS					
SubTotal INREACH	815.06	1,200.00	384.94	67.92%	
INSTITUTIONAL SUPPORT	0.00	0.00	0.00	0.00%	

AFFILLIATION DUES-MEMBERSHIPS- etc	0.00	0.00	0.00	0.00%	
AZ Annual Corporation Tax	25.00	10.00	-15.00	250.00%	Y
UUA Per-Member Dues	3,750.00	5,000.00	1,250.00	75.00%	
SubTotal AFFILLIATION DUES- MEMBERSHIPS-etc	3,775.00	5,010.00	1,235.00	75.35%	
BUILDING AND GROUNDS	0.00	0.00	0.00	0.00%	
ATROA Dues and Assessments	1,200.00	1,200.00	0.00	100.00%	Y
Building Supplies	2,812.85	2,300.00	-512.85	122.30%	Y
Hired Maintenance and Repair	2,889.00	2,650.00	-239.00	109.02%	Y
HVAC Maintenance Contract	585.00	780.00	195.00	75.00%	
Meditation Garden Maintenance	237.36	700.00	462.64	33.91%	
Property and Liability Insurance security service	3,096.90	3,800.00	703.10	81.50%	Y
Sound and Tech Systems Maint	857.42	1,370.00	512.58	62.59%	
	0.00	300.00	300.00	0.00%	
		75% complete			
Account	Actual	Annual	Variance	% Budget	At Risk
trash collection	1,643.81	1,120.00	-523.81	146.77%	Y
utilities electric	4,231.91	4,800.00	568.09	88.16%	Y
water and fire suppression	1,790.46	2,470.00	679.54	72.49%	
SubTotal BUILDING AND GROUNDS	19,344.71	21,490.00	2,145.29	90.02%	
FINANCE SUPPORT	0.00	0.00	0.00	0.00%	
Fundraising Expenses	0.00	500.00	500.00	0.00%	
Icon fees	471.00	590.00	119.00	79.83%	
Stewardship	138.54	200.00	61.46	69.27%	
SubTotal FINANCE SUPPORT	609.54	1,290.00	680.46	47.25%	
OFFICE EXPENSE	0.00	0.00	0.00	0.00%	
Copier Lease	2,051.08	2,690.00	638.92	76.25%	
Minister Cell Phone	0.00	600.00	600.00	0.00%	
PerCopy Fees	287.54	40.00	-247.54	718.85%	Y
Post Office Box	0.00	80.00	80.00	0.00%	
Supplies	913.97	650.00	-263.97	140.61%	Y
Technology	165.00	2,850.00	2,685.00	5.79%	
Telephone and Internet	1,447.16	1,565.00	117.84	92.47%	Y
SubTotal OFFICE EXPENSE	4,864.75	8,475.00	3,610.25	57.40%	
PERSONNEL	0.00	0.00	0.00	0.00%	
CUSTODIAN SALARY	8,196.00	12,870.00	4,674.00	63.68%	
EMPLOYER PAYROLL TAXES	1,862.28	2,810.00	947.72	66.27%	
Minister Group Life	0.00	750.00	750.00	0.00%	
MINISTER HOUSING	7,500.00	18,100.00	10,600.00	41.44%	
Minister Professional Development	0.00	1,000.00	1,000.00	0.00%	
Minister Retirement	0.00	1,500.00	1,500.00	0.00%	
MINISTER SALARY	12,000.00	46,060.00	34,060.00	26.05%	
MUSIC DIRECTOR SALARY	1,875.00	6,750.00	4,875.00	27.78%	

OFFICE MANAGER SALARY	14,272.20	18,000.00	3,727.80	79.29%	
Other Personnel Expense	300.00	375.00	75.00	80.00%	
Workers Compensation Insurance	650.00	800.00	150.00	81.25%	Y
SubTotal PERSONNEL	46,655.48	109,015.00	62,359.52	42.80%	
SubTotal INSTITUTIONAL SUPPORT	75,249.48	145,280.00	70,030.52	51.80%	
OUTREACH	0.00	0.00	0.00	0.00%	
50% Plate Share	4,449.59	9,000.00	4,550.41	49.44%	
Membership	165.00	550.00	385.00	30.00%	
Publicity & Promotion	231.38	1,500.00	1,268.62	15.43%	
UUfp Govt grant SR panel F22	-98.00	0.00	98.00	0.00%	
SubTotal OUTREACH	4,747.97	11,050.00	6,302.03	42.97%	
SPIRITUAL NOURISHMENT	0.00	0.00	0.00	0.00%	
MUSIC PROGRAM	0.00	0.00	0.00	0.00%	
Accompanist	3,400.00	3,900.00	500.00	87.18%	Y
Guest Musicians	0.00	600.00	600.00	0.00%	
Music Supplies	0.00	200.00	200.00	0.00%	
		75% complete			
Account	Actual	Annual	Variance	% Budget	At Risk
Piano Tuning and other costs	307.76	200.00	-107.76	153.88%	Y
SubTotal MUSIC PROGRAM	3,707.76	4,900.00	1,192.24	75.67%	
SUNDAY SERVICES	0.00	0.00	0.00	0.00%	
Pulpit Supply	1,500.00	3,150.00	1,650.00	47.62%	
Sunday Speakers	700.00	1,300.00	600.00	53.85%	
SubTotal SUNDAY SERVICES	2,200.00	4,450.00	2,250.00	49.44%	
SubTotal SPIRITUAL NOURISHMENT	5,907.76	9,350.00	3,442.24	63.18%	
Stripe Fees	302.54	200.00	-102.54	151.27%	Y
Total Expenditures	87,022.81	174,080.00	87,057.19	49.99%	
Summary					
Total Revenues	123,935.98	174,080.00	-50,144.02	71.19%	
Total Expenditures	87,022.81	174,080.00	87,057.19	49.99%	
Net	36,913.17	0.00	36,913.17		

Minutes submitted by Marilyn Taylor congregation secretary, April 24, 2023.