

Borderlands Unitarian Universalist Congregation
Board of Directors Minutes
February 20, 2024

The February 20, 2024 board meeting of Borderlands UU Congregation was brought to order by President Russ Peterson at 1:03 p.m. MST both in person and via zoom.

Those present in person included Russ Peterson, Lorelei Schober, Mary Arrigoni, Deb Michell, Kathy Creten, Barb Lemmon, Michael King, Nancy Murphy, Carol Hoy, Charlie Golec, Jan Lathrop, Tobe Jensen, and Jermaine Lowe.

Those present on zoom included Michael Karl, Donald Berk, Jeanne Macauley, Martha House, and Jack Martin.

Chalice Lighting

- Russ Peterson lit the chalice and called the meeting to order.

President's Report

- We have 3 good quotes on insurance, as our current coverage ends on March 1. We will select a new insurance agent and vote in next board meeting.
- Jaime Brusstar has resigned as chair of the Building & Grounds Committee, and the four continuing members will discuss who will be chair. Lynn Voeks has joined the committee.
- Jim Deno has resigned from the endowment committee. There are specific guidelines on how endowment committee members are selected, and the appointments must come from the board. The Board needs to appoint one more person to the endowment committee.
- Jody Bergedick, former president of the Unitarian Universalist Church of Tucson (UUCT), has set up streaming at their church, and she will consult with us for free to enable BUU to set up streaming of services in the future.

Minutes of the January 16, 2024 meeting

- The board meeting minutes were approved.

Minutes of the February 5, 2024 special meeting

- The board meeting minutes were approved.

Treasurer's Report

- The recent spreadsheet is available at the end of the minutes.
- Questions were asked about a new line item 'endowment income', which Deb described as 'pass through' in the fact that it was recorded in the church ledger

as income, and them immediately transferred out to as 'Endowment Revenues' as it was transferred to the Endowment fund.

- Deb Mitchell noted the following:
 - Pledge contributions are well on target, thank you for everyone's continued support.
- Kathy moves to accept the report, Lorelei seconds, and the Board approves the report.
- Last month the Board discussed raising the salary of Jermain Lowe (Office Administrator) and Joe Guertin (Building Maintenance), but there was no clear motion as to when to make these adjustments. The Board voted to make these salary adjustments effective March 1, and not wait to the start of the fiscal year.

Old Business

- Auction Report:
 - Deb reported that the auction raised \$7,200 this year, not much different than the previous year, which is wonderful support of the church.
- The Mission/Vision Project team of Nancy Murphy, Tobe Jensen, Jan Lathrop, and Carol Hoy were all present to present their report (Inge Detweiler has been involved and following discussion and development and is on board with the process).
 - Phase I of the Mission/Vision Project is expected to be completed in March 2024. The major goal of Phase I is to identify the most important BUU Core Values.
 - In January and February, a total of eight small group discussions were held. 51 individuals participated (43 are current members and 8 are friends). 39 participants are year-round residents of Arizona and 12 are not residents year-round.
 - One of the discussion goals was to identify and prioritize the most important BUU Core Values. The eight most important values identified using a weighted-voting process are:
 - Community 86 (points)
 - Spirituality 66
 - Caring 66
 - Social Justice 45
 - Compassion 42
 - Acceptance 40
 - Trust 39
 - To complete this work in March, our next step will be to ask for the congregation to pick their top 3 out of these 8 values in two after-service

opportunities. Those three top values will then be used in the creation of our mission and vision statements.

- We propose to use the summer in congregate or cluster group settings and by Zoom to refine what our top values mean for us at BUU specifically in terms of our future choices. When some of our members return in the fall and winter, we will have a draft for those folks to react to and refine. It is a team priority that the Mission/Vision Statements be identified in time to provide focus for creation of the 2025-26 BUU Budget.
- There will be two services in March for people in the congregation to ‘vote’ on 1st, 2nd, and 3rd choice of priorities.
 - Motion from Deb that, although friends have been encouraged to participate in the process of development, only members can vote.
 - Lorelei seconds the motion and the motion passed.
- Lorelei reports that the Coordinating Council is very active and there is good communication among the committees.
- Policy Revisions
 - There are 10 BUU Policies that are outdated, and these were reviewed and updated by Mary Arrigoni and Lorelei Schober
 - Minor adjustments were made, and then approved. Motion to approve all revised policy was made by Barb Lemmon and seconded by Deb; then approved. Minor clarification of date of approval and then signed by the President. They will then be posted on the Web site and notification of these policies will be transmitted to the Congregation via the Unitel monthly newsletter.
- Revised Endowment Policy
 - The Congregation approved by substantial majority the revised endowment policy, based on information available at the congregational meeting.
 - Following the meeting, further details on the actual endowment contributions has been recreated by examining bank records over many years from statements by Ameritrade and later Charles Schwab. This information shows that the total identifiable deposits add up to \$1,421,349 (though there are still gaps prior to 2013).
 - There has been very little spending from the endowment, largely for the shade sale.
 - Prior to March Board meeting a timeline for people to submit written amendments to endowment policy will be established, and any amendments proposed can be added for vote at the annual meeting.

New Business

- Continuing Accessibility Issues – Deb Mitchell.

- Accessibility is an important goal, as we aspire to be a welcoming congregation and with an elder population.
- We have paved a number of parking spaces and put up signage. Need to pursue signage for limited mobility, not strictly ADA handicapped. Some in the congregation have walkers and are challenged to walk on the gravel parking lot and need to be comfortable parking in the paved parking spots, even without a ‘handicapped’ license plate.
- Restroom signage needs to be added, ADA is an easy guideline to follow. This needs to be fixed.

Chalice Extinguishing

- Russ extinguished the chalice at 2:40 pm MST.

The meeting was adjourned.

Future Agenda Items

- Bylaws Revision – Russ.
- Job Descriptions.

Michael King, Secretary

Borderlands UU		
Annual Budget Percentage for All Funds as of 01/31/2024		
Account	Actual	Annual Budget
Revenues		
CARRYOVER REVENUES PRIOR YEAR	56,659.90	56,660.00
Endowment Revenues	115,000.00	0.00
Meditation Garden Revenues	55.00	0.00
Minister Fund Donations	586.00	0.00
Non Pledge Contributions of Record	6.56	100.00
PLEDGE INCOME	67,623.20	106,835.00
Prior year pledge	3,400.00	0.00
SUNDAY PLATE	12,150.04	11,000.00
FUND RAISING	0.00	0.00
Art Gallery Sales	1,425.60	0.00
Auction	931.37	4,500.00
Book Cart Sales	13.00	0.00
Rummage Sale	1,606.08	1,500.00
SubTotal FUND RAISING	3,976.05	6,000.00
MISCELLANEOUS INCOME	24.39	0.00
RENT	2,700.00	1,200.00
REWARD PROGRAMS	42.50	0.00
Total Revenues	262,223.64	181,795.00
Expenditures		
COMMUNICATIONS	0.00	0.00
Publicity & Promotion	856.00	1,500.00
Technology	604.72	1,000.00
Unitel	0.00	1.00
Website	0.00	1.00
SubTotal COMMUNICATIONS	1,460.72	2,502.00
CONGREGATIONAL LIFE	0.00	0.00
Caring Clusters	0.00	1.00
Forums	0.00	1.00
Hospitality and Fellowship Events	753.22	2,588.00
Lay Pastoral Care	1.00	1.00
SubTotal CONGREGATIONAL LIFE	754.22	2,591.00
INSTITUTIONAL SUPPORT	0.00	0.00
AFFILIATION DUES-MEMBERSHIPS-etc	0.00	0.00
AZ Annual Corporation Tax	10.00	10.00
UUA Per-Member Dues	2,500.00	5,000.00
SubTotal AFFILIATION DUES-MEMBERSHIPS-etc	2,510.00	5,010.00
BUILDING AND GROUNDS	0.00	0.00
ATROA Dues and Assessments	1,200.00	1,200.00
Building Maintenance Reserve	0.00	7,000.00

Building Supplies	2,013.19	3,300.00
Hired Maintenance and Repair	4,760.15	3,000.00
HVAC Maintenance Contract	455.00	780.00
Property and Liability Insurance	2,599.66	3,800.00
security service	453.18	1,370.00
Sound System and Tech Maintenance	0.00	300.00
trash collection	1,013.39	1,120.00
utilities electric	3,480.82	4,800.00
water and fire suppression	1,699.25	2,470.00
SubTotal BUILDING AND GROUNDS	17,674.64	29,140.00
FINANCE SUPPORT	0.00	0.00
Endowment Distribution	0.00	1.00
Fundraising Expenses	0.00	500.00
Stewardship	66.00	200.00
SubTotal FINANCE SUPPORT	66.00	701.00
OFFICE EXPENSE	0.00	0.00
Copier Monthly Service Contract	257.52	484.00
Icon fees	354.00	590.00
PerCopy Fees	814.34	2,246.00
Post Office Box	0.00	80.00
Supplies	738.64	1,250.00
Telephone and Internet	1,659.67	1,565.00
SubTotal OFFICE EXPENSE	3,824.17	6,215.00
PERSONNEL	0.00	0.00
CUSTODIAN SALARY	6,930.00	12,870.00
EMPLOYER PAYROLL TAXES	1,646.80	2,810.00
Leadership Training & Staff Development	75.00	0.00
Minister Group Life	0.00	750.00
MINISTER HOUSING	0.00	14,112.00
Minister Professional Development	0.00	1,000.00
Minister Retirement	0.00	1,500.00
MINISTER SALARY	0.00	47,000.00
MUSIC DIRECTOR SALARY	3,243.75	10,000.00
OFFICE MANAGER SALARY	11,352.60	18,000.00
Other Personnel Expense	150.00	375.00
Workers Compensation Insurance	561.00	800.00
SubTotal PERSONNEL	23,959.15	109,217.00
SubTotal INSTITUTIONAL SUPPORT	48,033.96	150,283.00
MEMBERSHIP	0.00	0.00
Membership	118.45	550.00
SubTotal MEMBERSHIP	118.45	550.00
MEMORIAL MEDITATION GARDEN	0.00	0.00
Meditation Garden Construction Expense	2,405.84	0.00
Meditation Garden Maintenance	747.85	900.00
Memorial Garden Bricks	530.56	0.00
SubTotal MEMORIAL MEDITATION GARDEN	3,684.25	900.00

MISSION AND VISION	0.00	0.00
Mission and Vision	150.00	2,000.00
SubTotal MISSION AND VISION	150.00	2,000.00
Bank Reconciliation	33.00	0.00
SubTotal ACCOUNTING AND LEGAL	33.00	0.00
SubTotal ORGANIZATIONAL SUPPORT	33.00	0.00
SOCIAL JUSTICE	0.00	0.00
50% Plate Share	4,947.69	5,500.00
Amado Youth Center	2,000.00	2,000.00
Baja 4 Projects	1,500.00	1,500.00
SubTotal SOCIAL JUSTICE	8,447.69	9,000.00
WORSHIP ARTS	0.00	0.00
MUSIC PROGRAM	0.00	0.00
Accompanist	3,500.00	8,600.00
Guest Musicians	200.00	0.00
Music Supplies	28.61	200.00
Piano Tuning and other costs	0.00	300.00
SubTotal MUSIC PROGRAM	3,728.61	9,100.00
SUNDAY SERVICES	0.00	0.00
Pulpit Supply	1,200.00	8,100.00
Sunday Speakers	500.00	800.00
SubTotal SUNDAY SERVICES	1,700.00	8,900.00
SubTotal WORSHIP ARTS	5,428.61	18,000.00
Stripe Fees	144.77	200.00
Total Expenditures	68,255.67	186,026.00
Summary		
Total Revenues	262,223.64	181,795.00
Total Expenditures	68,255.67	186,026.00
Endowment Revenues	<u>-115,000.00</u>	0.00
Net	78,967.97	-4,231.00