

DRAFT MINUTES OF THE CONGREGATIONAL MEETING OF THE FIRST UNITARIAN CONGREGATIONAL SOCIETY

May 21, 2023

Tom Check, Acting Moderator, called the meeting to order. The meeting was held both in person and via Zoom. Mr. Check welcomed Members to the Meeting and referred to the Meeting Agenda, Meeting Rules, and Right Relations Covenant that had been made available on the website. A determination of both in house and Zoom participants showed a quorum present.

Ana Levy-Lyons, Senior Minister offered opening words.

Mr. Check appointed Liz Davis as Parliamentarian. Mary Most was appointed timekeeper.

The minutes of the March 15 , 2023 congregational meeting and the Annual Meeting of May 2022 were unanimously approved.

Senior Minister's Report

Mr. Check recognized the Senior Minister. Ms. Levy-Lyons reported on the life cycle events, including deaths and births in the congregation. She reported that this has been a year of recovery and regroupee are truly back. She recognized the staff and congregational leaders for their work and gift to the process. She spoke about the redesign of our worship services begun in the fall and the very positive response by the congregation. She also thanked Adam Podd for his flexibility, hard work, and enthusiasm for the project.

1. This year's services were based on fairytales. These were multigenerational services with participation of the First Unitarian Players.
2. The COM and she found a consultant, Bill Kondrath, to work with the congregation, board, and staff on healthy communication.
3. Life Cycles included several Baby Blessings, a parting blessing, and a wedding.

Board Co-President's Report

Mr. Check recognized Co-Presidents Robin Bossert and Mary Huhn. They reported that:

- 21 new members have been added.
- Vaccine requirements have been eliminated.
- Reviewed the façade repair.
- The solar panels have been installed.
- Lee Pardee has obtained a \$30,000 matching grant for the façade repairs.
- Garnett Losak put together a fundraising concert in September of groups who regularly use our facility.
- In April, Tyrone Davis did his one man show for the benefit of our façade repair program.
- The Mini Unifair in Dec. raised about \$2,500.
- Funds from the Winter Appeal benefited Immigrant Solidarity.
- Thank yous for those involved in the Spring Auction.
- Thank you to Judith Sedaitis for her work with the Unifair and the Spring Auction.
- An Executive Manager is to be hired.
- They recognized Lee Pardee for her donation and starting up of the Sunset Park UU Congregation
- They recognized Tasha Brownfield, our departing intern minister, for her graduation from Yale and wished her well.
- They thanked retiring Board Trustees Jennie Goldin, Megan Munroe, and Winnie Zwick.

A motion was made, seconded, and unanimously approved to ordain Meagan Henry on October 8, 2023.

Leadership Development Committee

Mr. Check recognized Cara Haft for the LDC report. She nominated the following members:

- For the Board of Trustees:
 - Jake Powell, Trustee
 - Barbara Bornmann, Trustee
 - Michele Ascione, Trustee
 - Maggie Norris, Clerk of the Society
 - Patrick Gunn, Moderator

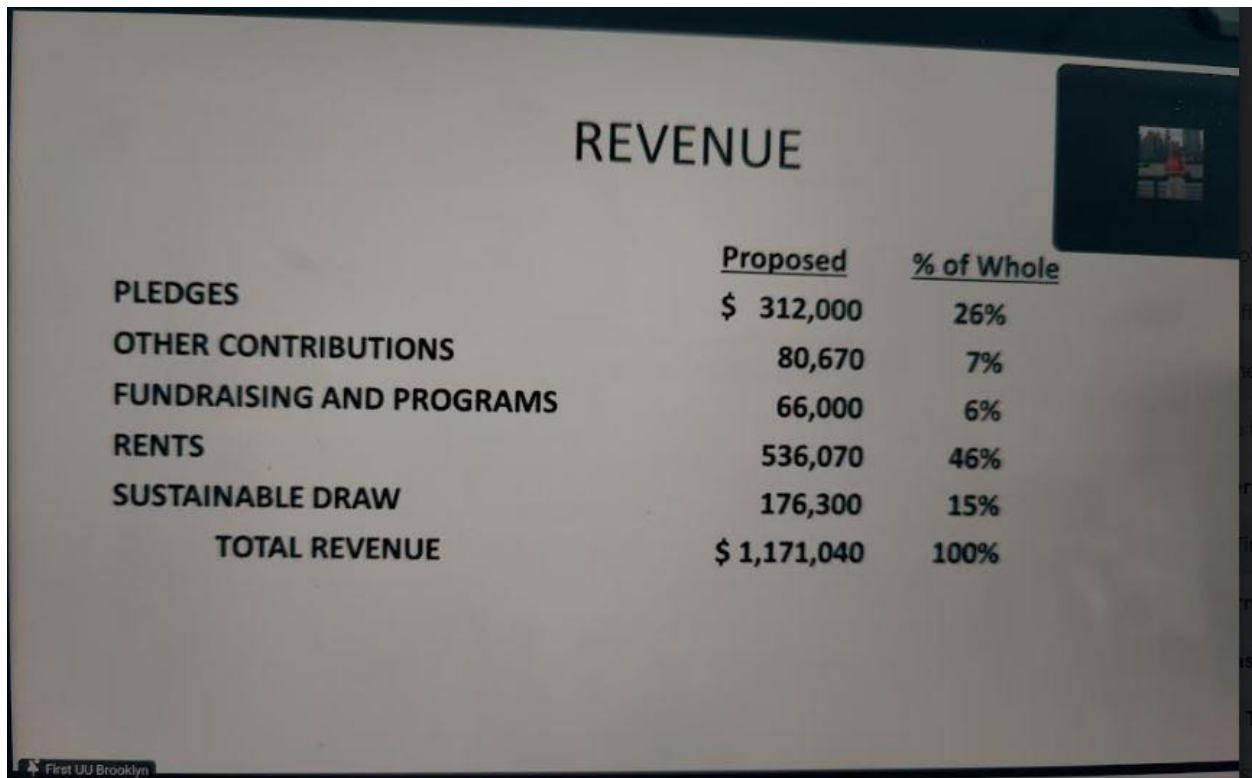
- For the LDC:
 - Dawn Reed
 - Amanda Rinzel
 - Yuri Weber

Ms. Haft moved, it was seconded, and unanimously approved to accept this slate.

Presentation and Vote on the 2023-24 Operating and Capital Budget

Mr. Check recognized Lee Pardee, Treasurer for her report. She noted that our application for Line of Credit (LOC) has been approved. Our financial advisor has indicated that currently it is advisable to use funds from the Endowment Fund rather than the LOC. This will be reviewed quarterly. A matching grant of \$30,000 has been secured and \$7,000 of the necessary matching funds has already been raised.

The following are the revenue and expenses for the operating budget for 2023-24.



	<u>Proposed</u>	<u>% of Whole</u>
PLEDGES	\$ 312,000	26%
OTHER CONTRIBUTIONS	80,670	7%
FUNDRAISING AND PROGRAMS	66,000	6%
RENTS	536,070	46%
SUSTAINABLE DRAW	176,300	15%
TOTAL REVENUE	\$ 1,171,040	100%

First UU Brooklyn

EXPENSES

	Proposed	% of Whole
WORSHIP AND MUSIC	\$ 273,163	23%
EDUCATION/FAMILY MINISTRY	164,601	14%
CONGREGATIONAL LIFE	94,084	8%
BUILDING RELATED EXPENSES*	462,966	39%
ADMIN/ GENERAL SERVICES	153,559	13%
DENOMINATION & SHARE THE PLATE	33,000	3%
TOTAL EXPENDITURES	\$1,181,373	100%

*Includes new Business Mngr. salary & benefits

The following assumptions were made:

Assumptions and Decisions the Board Made the FY23-24 Budget

Expense Increases

- Salary increases
(COLAs of 4.5% - 6% and raises plus health ins., FICA, and pension increases) \$65,000
- New position of Building Manager to take over
rental, event and building staff responsibilities from Garnett \$60,000 - \$70,000
- Various – Utilities, taxes, ins., supplies \$ 5,000
- Savings from decreasing Garnett to 4/5 time,
staff health ins. change, eliminating RE Assistant position -\$55,000

Net Expense Increase \$75,000 - \$85,000

The bottom line is:

BOTTOM LINE

TOTAL REVENUES	\$1,171,040
<u>TOTAL EXPENSES</u>	<u>\$1,181,373</u>
NET	- \$10,333*

To be funded by extra draw from endowment or by members increasing FY23-24 pledges

John Carroll was introduced to speak on the Capital projects.

- He reviewed the 2 projects completed in 2022-23
 - Chapel heating and cooling system
 - Solar panels on 48 Monroe
- The upcoming projects are:
 - Fire Safety
 - Organ Console

Current financial statistics as of April 30, 2023, are:

Money Market	
Sub-Account	Balance
• Operating	\$ 70,500
• Capital	\$ 39,985
• McKinney Music	\$ 40,642
• Lafever	\$ 5,513
• Unemployment Reserve	\$ 6,000
TOTAL	\$ 139,484
Checking Account:	\$139,484

Current Fiscal Year Budgets as of April 30th			
	Budget	Actual	%
Operating			
• Revenues	\$957,897	\$914,526	95.5%
• Expenses	\$894,974	877,972	98.1%
Capital			
• Revenues	\$727,625	\$392,855	54.0%
• Expenses	\$843,853	\$250,495	29.7%

Endowment
as of
April 30th

Sub-Account	Balance
• General Endowment	\$4,341,754
• Capital Reserve Fund	\$ 371,204
• WLA Endowment	\$ 501,011
TOTAL	\$5,213,969

Questions from the congregation were:

1. From where does the Board expect to raise the additional matching funds for the \$30,000 grant? The answer was that there are a couple of people working on several ideas.
2. Concerning the work on the organ, what will be done? Specifically, it will be updating the electronics - the brain as Adam Podd described it. The follow up was who will be doing the work - Steven Emery.

There was no discussion.

The following motion was made and seconded:

“That the congregation approves the capital budget for fiscal year 2023-2024 as proposed by the Board of Trustees”. The motion carried unanimously.

Mr. Check adjourned the meeting.

Respectfully submitted,

Eles Woods,

Clerk of the Society