

**Unitarian Universalist Church of Jackson
Board of Trustees Meeting
Wednesday, November 10, 2021**

Attendance

Past President: Eric Wood
President: Stacy Callender
President Elect: Katie Coates
Secretary: David Morgan
Trustee: Patricia Ice
Trustee: Bob Keller
Quorum (4)

Rev. Justin McCreary

Agenda

1. Opening Reading and Chalice Lighting
2. Covenant
3. Check-In
4. Review of the Financial Report and Accounts
5. Designation of Expenditures and Budget Revision
6. 2022 Stewardship Campaign
7. Process Check Out
8. Extinguish the Chalice
9. Set Next Meeting

Opening Reading and Chalice Lighting

The chalice was lit at 7:44 p.m., beginning the meeting. Due to the current COVID-19 pandemic, members met using the Zoom video conferencing app.

Review of the Financial Report and Accounts

Reference the attached financial documents for details.

Designation of Expenditures and Budget Revision

Eric Wood moves that the board move money from Schwab sweeps account to the general fund in order to balance the budget. Katie Coates seconded. All approve.

2022 Stewardship Campaign

Tabled until next meeting.

Extinguish the Chalice

The chalice was extinguished at 9:02 pm. The next board meeting is scheduled for Tuesday November 16, 2021.

Unitarian Universalist Church of Jackson

Profit & Loss vs Budget

01-01-2021 to 11-10-2021

General Fund

	Actual	Budget	Difference	
Income				
1-01 Pledges	30,571.26	45,000.00	14,428.74	67.93%
1-02 General Donations	111.79	5,000.00	4,888.21	2.23%
1-04 General Fundraising Income	109.47	500.00	390.53	21.89%
1-05 West St Rentals	210.00	1,000.00	790.00	21%
	<u>31,002.52</u>	<u>51,500.00</u>	<u>20,497.48</u>	<u>60.19%</u>
Building and Grounds: Maintenance & Operations				
1-06 Credits from Overpayments	332.58	0.00	(332.58)	-
Building and Grounds: Maintenance & Operations Total:	<u>332.58</u>	<u>0.00</u>	<u>(332.58)</u>	
Administration				
1-07 Interest Income	4.50	100.00	95.50	4.5%
Administration Total:	<u>4.50</u>	<u>100.00</u>	<u>95.50</u>	<u>4.5%</u>
Total Income:	<u>31,339.60</u>	<u>51,600.00</u>	<u>20,260.40</u>	<u>60.73%</u>
Expense				
Administration				
1-11 Board Expenses	440.96	400.00	(40.96)	110.24%
1-12 Office Supplies	14.97	0.00	(14.97)	
1-13 Storage Expenses	889.00	1,000.00	111.00	88.9%
1-14 General Fundraising Expenses	0.00	100.00	100.00	0%
1-15 Service Charges	762.44	0.00	(762.44)	
Administration Total:	<u>2,107.37</u>	<u>1,500.00</u>	<u>(607.37)</u>	<u>140.49%</u>
Affiliation				
1-21 UUA Fair Share Expenses	950.00	3,800.00	2,850.00	25%
Affiliation Total:	<u>950.00</u>	<u>3,800.00</u>	<u>2,850.00</u>	<u>25%</u>
Building and Grounds: Maintenance & Operations				
1-31 West St Utilities & Communications Expense	9,861.35	15,000.00	5,138.65	65.74%
1-32 West St Repairs and Maintenance	10,652.48	5,000.00	(5,652.48)	213.04%
1-34 West St Insurance	7,531.10	3,000.00	(4,531.10)	251.03%
Building and Grounds: Maintenance & Operations Total:	<u>28,044.93</u>	<u>23,000.00</u>	<u>(5,044.93)</u>	<u>121.93%</u>
Minister				
1-41 Minister's Salary	13,324.20	14,892.74	1,568.54	89.46%
1-42 Minister's Housing	10,000.00	12,000.00	2,000.00	83.33%
1-43 Minister's Benefits	(10.00)	7,613.26	7,623.26	-0.13%
1-44 Minister's Expenses	229.99	2,600.00	2,370.01	8.84%
Minister Total:	<u>23,544.19</u>	<u>37,106.00</u>	<u>13,561.81</u>	<u>63.45%</u>
Support Staff				
1-51 Support Staff Salaries	0.00	540.00	540.00	0%
Support Staff Total:	<u>0.00</u>	<u>540.00</u>	<u>540.00</u>	<u>0%</u>
Welcoming Community				
1-61 Welcoming Community Expenses	510.78	600.00	89.22	85.13%
Welcoming Community Total:	<u>510.78</u>	<u>600.00</u>	<u>89.22</u>	<u>85.13%</u>
Exploring Our Beliefs				
1-71 Exploring Our Beliefs Expenses	3,447.74	3,500.00	52.26	98.5%
Exploring Our Beliefs Total:	<u>3,447.74</u>	<u>3,500.00</u>	<u>52.26</u>	<u>98.5%</u>
Living Our Values				
1-81 Living Our Values Expenses	0.00	650.00	650.00	0%
Living Our Values Total:	<u>0.00</u>	<u>650.00</u>	<u>650.00</u>	<u>0%</u>
Changing Our World				
1-91 Changing Our World Expenses	193.23	300.00	106.77	64.41%
Changing Our World Total:	<u>193.23</u>	<u>300.00</u>	<u>106.77</u>	<u>64.41%</u>
Total Expenses:	<u>58,798.24</u>	<u>70,996.00</u>	<u>12,197.76</u>	<u>82.81%</u>
General Fund Net Income:	(27,458.64)	(19,396.00)	8,062.64	141.56%

Building Fund

	Actual	Budget	Difference	
Income				
Buildings and Grounds: Renovations				
2-01 Building the Future Income	2,480.00	0.00	(2,480.00)	
2-02 State St Lease Purchase	13,500.00	18,000.00	4,500.00	75%
Buildings and Grounds: Renovations Total:	<u>15,980.00</u>	<u>18,000.00</u>	<u>2,020.00</u>	<u>88.77%</u>
Total Income:	15,980.00	18,000.00	2,020.00	88.77%
Expense				
Buildings and Grounds: Renovations				
2-11 Building the Future Expenses	1,071.19	15,000.00	13,928.81	7.14%
2-12 State St Expenses	0.00	5,600.00	5,600.00	0%
Buildings and Grounds: Renovations Total:	<u>1,071.19</u>	<u>20,600.00</u>	<u>19,528.81</u>	<u>5.19%</u>
Total Expenses:	<u>1,071.19</u>	<u>20,600.00</u>	<u>19,528.81</u>	<u>5.19%</u>
Building Fund Net Income:	14,908.81	(2,600.00)	(17,508.81)	-573.41%

Memorial Fund

	Actual	Budget	Difference	
Income				
3-01 Memorial Fund Income	412.98	0.00	(412.98)	-
Total Income:	<u>412.98</u>	<u>0.00</u>	<u>(412.98)</u>	
Expense				
3-11 Memorial Fund Expenses	312.98	0.00	(312.98)	-
Total Expenses:	<u>312.98</u>	<u>0.00</u>	<u>(312.98)</u>	
Memorial Fund Net Income:	100.00	0.00	(100.00)	

Special Fundraising Fund

	Actual	Budget	Difference	
Income				
4-01 Special Fundraising Income	101,685.40	0.00	(101,685.40)	-
Total Income:	<u>101,685.40</u>	<u>0.00</u>	<u>(101,685.40)</u>	
Expense				
4-11 Special Fundraising Expenses	3,673.60	0.00	(3,673.60)	-
Total Expenses:	<u>3,673.60</u>	<u>0.00</u>	<u>(3,673.60)</u>	
Special Fundraising Fund Net Income:	98,011.80	0.00	(98,011.80)	

Unitarian Universalist Church of Jackson

Balance Sheet Report

11-10-2021

Assets

Name	Balance
Cash / Bank	
Charles Schwab Account (1030)	238,440.16
BancorpSouth Checking (8113)	6,544.13
BancorpSouth Money Market (8121)	142.00
Other Current Assets	
Deposits Income (6-01)	2,256.00
Other Assets	
Change in Value of Investments (1031)	(8,714.92)
Totals	238,667.37

Funds Awaiting Deposit

Name	Balance
Funds Awaiting Deposit (1-06)	1,470.55
Assets + FAD Totals	240,137.92

Liabilities

Name	Balance
Current Liabilities	
Deposits Expenses (6-11)	1,000.00
Long Term Liabilities	
Credit Card	
Totals	1,000.00

Funds

Name	Balance
General	123,624.31
Building	16,579.81
Memorial	876.00

Name	Balance
Special Fundraising	98,057.80
Totals	239,137.92
Liability + Fund Totals	240,137.92



UUCJ
BOARD
MEETING
11.11.2021



BOARD MEETING AGENDA

6:30 Opening
6:40 Business
7:20 Closing



CHALICE LIGHTING

Memory invites us to maintain our grip
on the past, but it also calls us to
pay attention to who we are in the present.
Memory's question is not just "Do you remember?"
but "How do you want to be remembered?"

Rev. Scott Tayler

BOARD COVENANT

We the members of the Unitarian Universalist Church of Jackson Board of Trustees do covenant to:

- Assume all parties are acting in good faith.
- Listen for understanding and focus on growth and solutions.
- Engage with an open, mutually-respectful, and collaborative manner.
- Accept individual and collective shortcomings while ensuring compassionate accountability.
- Work towards achieving UUCJ's vision aligned with our mission.



CHECK IN

What's most on your
mind today?

BUSINESS

1. Review of the Financial Report and Accounts
2. Designation of Expenditures and Budget Revision
3. 2022 Stewardship Campaign

- *What questions do we need to answer to make good decisions?*
- *What do we need to consider about " _____ " before we start proposing ideas?*
- *Who is being impacted by this situation and what are their needs and concerns?*

2021 BUDGET VS ACTUALS

INCOME	2021 Actual	2021 Budget	Diff	EXPENSES	2021 Actual	2021 Budget	Diff
Pledges	\$30,571	\$45,000	\$14,429	Administration	\$2,107	\$1,500	\$607
Plate	\$112	\$5,000	\$4,888	Affiliation	\$950	\$3,800	\$2,850
Fundraising	\$109	\$500	\$391	West St. Facilities*	\$28,045	\$23,000	\$5,045
Rentals	\$210	\$1,000	\$790	Minister	\$23,544	\$37,106	\$13,562
Other Donations	\$97,945	\$0	\$97,945	Child Care	\$0	\$540	\$540
Other Income	\$337	\$100	\$337	Welcoming	\$511	\$600	\$89
Lease/ Purchase	\$13,500	\$18,000	\$4,500	Exploring	\$3,448	\$3,500	\$52
Restricted Donations	\$6,633	\$0	\$6,633	Living	\$0	\$650	\$650
				Changing	\$193	\$300	\$107
				West St. Renovations	\$1,071	\$15,000	\$13,929
				State St. Facilities	\$0	\$5,600	\$5,600
				Restricted Expenses	\$3,987	\$0	\$3,987
TOTAL	\$149,417	\$69,600	\$79,917	TOTAL	\$63,856	\$91,596	\$91,596

11/2021 ACCOUNT BALANCES

Liquid Assets	1/1/21	Change	11/9/21
Bancorpsouth Checking	\$11,575	\$5,031	\$6,544
Bancorpsouth Money Market	\$10,977	\$10,835	\$142
Received, not yet deposited	\$915	\$556	\$1,471
Schwab Sweep	\$39,986	\$3	\$39,989
TOTAL	\$63,453 (\$3,593 is restricted in use)	\$15,307	\$48,146* (\$36,689 is restricted in use)

*Restricted Funds	1/1/21	Change	11/9/21
Building the Future	\$1,671	\$14,909	\$16,580
Sound System	\$0	\$66	\$66
Memorial Fund	\$576	\$0	\$576
Fran Leber Library	\$200	\$100	\$300
State St. Security Deposit (Leaser)	\$1,000	\$0	\$1,000
Payments Owed**	\$100	\$18,087	\$18,187
TOTAL	\$3,593	\$33,096	\$36,689

Non-Liquid Assets	1/1/21	Change	11/9/21
Schwab Account (less sweep)	\$88,291	\$110,160	\$198,451
Utility Deposits	\$2,256	\$0	\$2,256
TOTAL	\$90,547	\$110,160	\$200,707

**** UUA Fair Share, Payment to UU Jacksonville, and Minister for unpaid benefits**

These figures are accurate as of Nov. 9, 2021.



2022 STEWARDSHIP CAMPAIGN

Expenses for Necessities:

Expenses for Niceties:

WHAT IS OUR WORK?

- Revisit our vision statement
- Reconsider our structure
- Assess what works/doesn't work about our structure (health of the congregation)
- Consider how we communicate with the congregation and engage them
- Get our financial crap together
- Finalize and publicize our policies and procedures

Discern the congregation's mission and vision

Hold the fiduciary responsibility

Capture institutional wisdom by generating policy

Assess the health of the congregation

Plan for the congregation's future

Build and maintain relationships

Transform the congregational culture



PROCESS CHECK OUT

How was this meeting for you?

UNITARIAN
UNIVERSALIST
CHURCH OF
JACKSON



To acknowledge our ancestors
means we are aware that
we did not make ourselves.

Alice Walker

CHALICE
EXTINGUISHING





Adjourn



Thank You!



**Next Board Meeting:
11/16/21**



Be Well Until Then!