

OPERATIONS COUNCIL MINUTES Final  
Tuesday, May 18, 2021  
Via Zoom online

Attending via Zoom: Susan Bartlett, Laurel Farnsworth, Jud Leonard, Karen Bottar, Eric Haas , Sharon Sisskind; Brian Gill (until 7:50), Chris Krebs (BOT), Erin Splaine, Amanda Graff (after 7:55 p.m.) Linda Ross (asst clerk);

Called to order 7:05 p.m.

**Invocation/Chalice Lighting/Reading - Eric**

**Covenant**

As we, the members of this Council and staff, gather to serve this congregation in leadership, we commit to ourselves and to each other: to be present and prepared for the work of this meeting; to listen well and contribute respectfully; to balance both our short and long-term visions with fiscal responsibility; to support the decisions of the Council; to uphold the democratic process; and to lead with goodwill and faith in the work we can accomplish together.

**FY 22 Budget Review** Brian Gill, Karen Bottar

- Overview – Brian Gill
- FY21 forecast
  - End of year finances looking better than had been anticipated, due to PPP
  - Projected deficit was originally about \$130,000 now about \$85,000
  - Current year pledges are running substantially ahead – perhaps due in part to pledge total increasing after May 2020.
  - There is a large amount of money in the bank
  - At the beginning of the year, there was \$271,000 in the operating reserve. The \$84,000 loss for the year puts it at \$187,000
  - Aim to replenish building reserve – depleted for roof repairs – a big part of the operating loss was this replenishment
  - There will be \$100,000 in the building reserve fund at end of FY 21 even after paying for roof repairs
  - Combined building and operating fund reserve at end of FY21 estimated to be \$287,000
- FY22 budget income assumptions – explanation by Brian
  - \$599,000 - total pledges to date
  - \$580,000 assumed pledge income – standard rule is that 97% of pledges will be collected
  - The biggest uncertainty in the budget is special building use fees – usually about \$26,000; this year almost nothing. \$10,000 put in budget
  - Holiday trees and fair – income put back to 2020 levels
    - § Eric – tree sales income as listed is a little high, reduced to \$18,000
  - Dorshei has been paying \$1,500/quarter; kept amount the same
  - \$900,000 estimated total income for FY 2021
- FY22 expenses
  - B & G expenses – small increase from amount budgeted for this year (excepting roof repair)
  - RE – assumes that ADRE and Membership Coordinator position are combined, which results in increase in benefits cost
    - § Costs of Coming of Age (there was no class this year)
    - § Costs of nursery care

- Music – no major changes
- GA delegates – add \$2,500 because registration fee will be higher if GA is in person
- Summary – proposed operating deficit for FY22 just short of \$50,000. The Finance Committee was comfortable with this.
- A question/concern was raised about having a structural deficit, rather than a one-time event due to COVID
  - Next year – the focus for income should be on increasing the number of pledge units; the current number is lower than it has been in the past (240 this year vs 300 in past years). The number of decreased pledge units seems to be primarily due to lack of replacement members for those lost through natural attrition.
  - Will have a much better sense of where things stand after next year.
- Proposal for increasing staff from half-time membership coordinator and half-time ADRE (either combined or separate); not included due to concern about budget
- BOT priorities – proposed budget is in line with these
  - Maintain current staffing levels (with appropriate inflation adjustments for salaries)
  - Maintain current programming
  - Prioritize additional funding (as needed and if funds are available) for supporting additional racial justice and anti-racism training, programming and initiatives within the FUUSN community

## **FY22 Budget**

- Laurel moved to approve the proposed FY22 budget, Jud seconded, unanimous approval, motion passed
- Karen moved to increase the contribution to the building reserve by \$100,000 in FY 21; Eric seconded, unanimous approval, motion passed.
- Laurel moved to approve staff bonuses totaling \$7,000 in FY21, Karen seconded, unanimous approval, motion passed.

## **Approvals:**

- April minutes - Jud moved to approve the minutes; Sharon seconded the motion, unanimous approval, motion passed.
- By email, prior to meeting
  - Fran received a request from a local scout troop for free space to hold their meetings
  - All were opposed to allowing outside groups to use FUUSN without charge
  - Laurel moved not to give free space to outside groups, Karen seconded, unanimous approval, motion passed

## **Staff Update**

### **Erin**

- Working on final few weeks of the year

### **Amanda**

- It has been a successful year in RE – there has been engagement even though people were not together physically
- She is planning an end of year gathering, probably at the Cove, probably June

- Busy planning for next year – looking at trimester year
  - Project-based fall, outside if need be, less time in classroom
- Question raised about how she envisions half time ADRE and membership coordinator
  - Would require reorganizing Sunday mornings (since RE and membership activities occurring at the same time)
  - Might need to use volunteers to staff the office

### **Report on April BOT Meeting – Eric**

- Report and update from Board of Investments
- Approved HVAC upgrades to purify the air
- Discussion of having a review of the governance of FUUSN part of the orientation for new and youth Board members
- Part of the Board's focus has been on racial justice and the anti-racism pledge; to continue next year
  - Introduce the idea of an 8<sup>th</sup> UU Principle (the 8th Principle affirms and promotes “journeying toward spiritual wholeness by working to build a diverse multicultural Beloved Community by our actions that accountably dismantle racism and other oppressions in ourselves and our institutions” ) and discuss next year, put to vote at next year’s annual meeting (2022).
- Name tags – getting hard to read information; needs another look
- Board wants Ops Council to take on a review of the Social Action Committee mission and actions; short discussion of issue.

### **Update: Committee activities**

- Annual meeting June 6, 11:45 a.m.
- June Ops meeting – June 15
- B & G updates
  - Gave our contractor the deposit to buy the equipment for HVAC upgrades, should start early June
  - Roof is done
- Web redesign – Jud
  - Jud, Chris Wells, Bruce Henderson – working group – Greg Sullivan consults occasionally
  - Jud had sent email to Ops Council outlining some changes and cleanup of site
  - Will be starting to implement changes if he doesn't hear any objections from others
  - Discussion of suggested changes
- GA delegates
  - Jacki Rohan will also be a delegate, will be voted on by Board next week..

- Hybrid services - postpone to June

**Thank yous** –.Brian Gill, Tom Bean for budget drive; Jacqui James and Meg Holland for getting RJM started; Eric Moore and Barbara Bates for Youth Coffee House

**Meeting adjourned** 8:55p.m.