

**Meeting Minutes**  
**Board of Trustees of Mount Vernon Unitarian Church**  
**9 March 2010**

**Board members present:**

Joan Darrah, Board vice-chair  
Bill Alsmeyer-Johnson  
Becky Brandt  
Tamara de la Camp  
Lisa Gillispie  
Birgit Robbert  
Mike Walker  
Ian Anderson, Youth Representative

**Board members absent:**

Reid Adler, Board chair  
Dan Cohen, Secretary

**Others present:**

Rev. Kate Walker  
Meagan Henry, DRE  
Al Erickson, Treasurer  
Branka Bijelovich, Church Administrator  
Al Robbert, Finance  
Jim Potter, Stewardship  
Karen Tyson, Mission and Vision/Finance  
George Ball, Adult RE

The meeting was called to order at 7:30 by Joan Darrah, Board vice-chair.

1. Rev. Kate opened with a reading by C.S. Lewis.
2. Minutes of the February meeting were approved as amended.
3. Al Erickson presented the monthly financial reports (attached).
4. Rev. Kate's staff report was noted (attached). In response to Kate's concern about insufficient parking, the Board approved forming a task force to research options for expanding the parking lot. Birgit Robbert will head the task force and will report to the Board next month.
5. Rev. Kate reported that she and Meagan met with Rev. Linda Peebles (formerly of MVUC) to learn about the Adult RE program at MVUC in the past and to explore how the present program can be revitalized. To assist MVUC in re-envisioning its ARE program, Pat Infante, JPD consultant for Life Span Learning, will present a workshop at MVUC on May 1.
6. Becky Brandt reported that she has begun reviewing safety issues--thus far, inter- and intra-building communications and emergency guidelines—and will continue developing recommendations for enhanced safety and security on the hill.

7. Joan and Karen Tyson presented the MVUC Mission and Vision statements (attached) that were synthesized from member inputs over the past two months. The Board unanimously approved the statements. These statements will be presented to the congregation for approval at the annual meeting.
8. The Board approved proposed changes and additions to the bylaws (attached). These proposed changes will be presented to the congregation for approval and adoption at the annual meeting.
9. Al Robbert presented a proposed operating budget for the 2010-2011 church year (attached). Al and the Finance Committee worked with staff and church leaders to project the expected income and expenses for the church, but Al pointed out that not all variables can be anticipated at this time and the budget will be adjusted as needed. The proposed budget will be presented to the congregation at the annual meeting.
10. Al added that this and next years' budget deficits are largely due to a drop in wedding revenue and the fact that we now have a full time paid Administrator. Al proposed that we should reduce our dependency on wedding revenue to meet operating expenses (as Rev. Kate pointed out in her Commitment Sunday sermon as well). This will require a substantial increase in stewardship commitments, a reduction in operating expenses, or a combination of the two. The Board must address these fiscal issues as the uncommitted funds that have been used to bridge the yearly budget deficits are being depleted. Joan also talked about the possibility of holding a "financial summit" after the Stewardship campaign to take a comprehensive look at all that we are doing with the goal of identifying possible areas for new approaches or improvements.
11. Joan mentioned that this year's GA will be held in Minneapolis, Minnesota from June 23-27. Based on our total membership, MVUC is entitled to send 7 Delegates. Joan said she would solicit inputs prior to the April BOT meeting so that the BOT, in accordance with our bylaws, may appoint our GA delegates.
12. MVUC Annual meeting will be held on Sunday 25 April. We will generally follow the same format as last year with a potluck dinner followed by the meeting. We will also recognize outstanding volunteers during the dinner – Mike Walker is the lead on this. Joan will provide overall coordination and Lisa Gillispie agreed to help.

The meeting adjourned at 9:00. The next regularly scheduled Board meeting will be on April 13 at 7:30.

Respectfully submitted,  
Birgit Robbert

Attachments:

1. Minister's report
2. Balance sheet

3. Revenue and expense report
4. Building revenue and expense report
5. Mission and Vision statement
6. Proposed bylaw changes
7. Proposed 2010-2011 budget

## Minister's Board Report

Mt Vernon Unitarian Church

March 9, 2010

- 1) I have a formal request from all the staff to the board to seriously consider moving forward on the portion of the building plan that incorporates expanded parking. In recent weeks considerable staff and volunteer time has been spent coordinating parking problems due to not enough spaces. While snow contributed to the recent problems, in actuality the snow served to highlight the continuing space restrictions.

As some of you may know we can not legally overflow and park on Windmill Lane, and have only a few spaces available on Mason Hill adjacent to our property line. On Feb. 28 we had the police pay us visit when a neighbor complained about cars parked on our driveway and the noise this caused (new "No Parking" signs are now prominent as this is a fire lane). We were not cited because of private property.

After some reflection, I suggest that limited parking may be a core reason why the church has found itself with stagnated membership growth. This is a good problem to have. It indicates that MVUC is on the verge of growth, if we can find a space to welcome everyone.

- 2) Summer Schedule: I'll be on vacation/study leave June 13-20 and June 27-Aug. 8. I'll be attending UUMA Annual Meeting and GA in Minneapolis June 21-26.

- 3) Personal Care:

I'm taking a week of study leave March 10-17.

Kate R. Walker  
Minister

### Board goals

- Address church and community-wide communication (consider use of JPD resources)
- Complete re-examination of the Capital Building Project/Capital Campaign
- Improve governance and move toward the policy governance model
- Grow the Congregation
- Enhance spiritual experience

## Kate's Goals for 2009-2010 at MVUC

Work closely with the Music Director (Mark Zimmerman) and Director of Religious Education (Meagan Henry) and Worship Committee on improving high quality worship activities

Establish and develop the monthly theme-based worship program

Establish and set up a process to sustain the small group ministry program that is not minister-dependent by fall 2010

Create an environment that can hold a healthy level of anxiety around a capital campaign (see discussion below under item 9.) and possible shift toward the policy governance model for functionality

Establish relationships with the larger Route 1/Mount Vernon mental health community and find a niche for her ministry in those settings

Sub-goals:

Finish adult curriculum on death and present to MVUC by winter/spring 2010

Work with the Director of Religious Education (Meagan Henry) on renewing/enhancing adult RE

Untangle/reorganize the MVUC library

Prepare to support the anticipated intern minister in 2010/2011

**MT VERNON UNITARIAN CHURCH**  
**Balance Sheet**  
 As of February 28, 2010

	Feb 28, 10
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · BHBT - Checking Account (00-81270-6)	28,491.09
1998 · CD B&H #11834544	100,000.00
1999 · BHBT - Money Market Account (00-81194-7)	65,157.70
<b>Total Checking/Savings</b>	193,648.79
<b>Other Current Assets</b>	
1350 · Due from IRS	3.51
<b>Total Other Current Assets</b>	3.51
<b>Total Current Assets</b>	193,652.30
<b>Fixed Assets</b>	
1501 · Land	1,220,900.00
1502 · Buildings	1,717,000.00
<b>Total Fixed Assets</b>	2,937,900.00
<b>Other Assets</b>	
1310 · Endowment Fund	692,717.00
1320 · Memorial Walks	41,943.00
1330 · Windmill Preservation	51,634.00
1340 · Building Fund	456,772.57
<b>Total Other Assets</b>	1,243,066.57
<b>TOTAL ASSETS</b>	<b>4,374,618.87</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
2010 · Citibusiness MC	744.07
<b>Total Credit Cards</b>	744.07
<b>Other Current Liabilities</b>	
2060 · Due to Endowment Fund	5,140.00
<b>2100 · Short Term Liabilities</b>	
2101 · Grocery Scrip (Grocery Scrip)	697.91
2102 · Folk Dance - UCM	282.52
2104 · Intergenerational (Intergenerational events income an...)	310.64
2111 · RE Course fees (Payments and receipts for books & ot...)	-242.26
2140 · Prof Expenses Minister	2,370.73
2141 · Prof Expenses Dir Rel Ed	-1,018.72
2142 · Prof Expenses Dir Music	131.00
<b>Total 2100 · Short Term Liabilities</b>	2,531.82
2191 · Deposits/Refunds	-675.00
<b>2200 · Payroll Liabilities</b>	
<b>2210 · Health Plan Withholdings</b>	
Church Administrator	-74.72
Director of Music	-127.46
Director of Religious Education	78.69
Parish Minister	47.08
2210 · Health Plan Withholdings - Other	-2,452.66
<b>Total 2210 · Health Plan Withholdings</b>	-2,529.07
2211 · Minister Life & Disability	-49.83
2215 · Other Group Insurance	90.45
<b>2220 · Payroll Tax Withholdings</b>	
DC w/h	283.79
Federal w/h	4,685.12
Medicare w/h	-425.53
Social Security w/h	-1,823.35
VA w/h	710.50
<b>Total 2220 · Payroll Tax Withholdings</b>	3,430.53

4:49 PM

03/02/10

Cash Basis

# MT VERNON UNITARIAN CHURCH

## Balance Sheet

As of February 28, 2010

	Feb 28, 10
2230 · MVUC Payroll Taxes	
Employer Medicare	-425.53
Employer Social Security	-1,823.35
2230 · MVUC Payroll Taxes - Other	-239.62
	-2,488.50
Total 2230 · MVUC Payroll Taxes	-2,488.50
2240 · Employee Pension Contributions	
Minister's Pension Contribution	1,536.00
Office Mgr Pension Contribution	8,750.00
2240 · Employee Pension Contributions - Other	-8,350.00
	1,936.00
Total 2240 · Employee Pension Contributions	1,936.00
2245 · MVUC Pension Contributions	2,478.27
2246 · MVUC Health Plan Contributions	
Adminstr. health plan	-298.80
DRE Health	2,180.32
Minister's health	1,652.32
Music Director Health	654.28
	4,188.12
Total 2246 · MVUC Health Plan Contributions	4,188.12
Total 2200 · Payroll Liabilities	7,055.97
Total Other Current Liabilities	14,052.79
Total Current Liabilities	14,796.86
Long Term Liabilities	
2500 · DESIGNATED FUNDS	
2501 · YRUU	1,835.45
2504 · Music Fund - Gifts & Memorials	1,309.77
2505 · Partner Church	
General	1,326.08
Scholarships	385.00
Trip	1,005.86
	2,716.94
Total 2505 · Partner Church	2,716.94
2508 · Social Justice	945.78
2509 · RE Special Projects	6,478.57
2510 · Boston Trip	863.93
2511 · SBA Reserves	12,768.84
2513 · Playground	2,680.62
2514 · Social Justice Disaster Relief	218.46
2516 · Chapel Aesthetics	1,043.01
2518 · Green Sanctuary	542.02
2520 · Property Major Maint (PMM)	104,740.55
2525 · NOVA LUUP	159.19
	136,303.13
Total 2500 · DESIGNATED FUNDS	136,303.13
Total Long Term Liabilities	136,303.13
Total Liabilities	151,099.99
Equity	
3001 · OPERATING FUND BALANCE	2,989,783.29
3101 · Opening Bal Equity	1,243,066.57
3900 · Retained Earnings	52,586.00
Net Income	-61,916.88
	4,223,518.88
Total Equity	4,223,518.88
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,374,618.87</b>

**MOUNT VERNON UNITARIAN CHURCH**  
Fiscal Year 2009-2010 Revenue & Expenses  
AS of February 2010

Account	ACTUAL Jul09-Jan.10	ACTUAL Feb.10	ACTUAL To Date	ANN Budget	Percent of Budget
<b>REVENUE</b>					
4100 Stewardship Pledges	215,381	17,851	233,232	385,000	60.58%
4200 Contributions	11,492	1,911	13,403	19,000	70.54%
4300 Facilities use and rental (other)	14,366	4,136	18,502	28,472	64.98%
4390 Wedding Income	31,750	11,913	43,663	145,000	30.11%
4400 Fund Raising Income	392	30	422	10,075	4.19%
4500 Administrative & other income	164		164	800	20.50%
<b>TOTAL INCOME</b>	<b>273,545</b>	<b>35,841</b>	<b>309,386</b>	<b>588,347</b>	<b>52.59%</b>
<b>EXPENSES</b>					
5000 Worship programs (incl music)	4,725	700	5,425	5,500	98.64%
5100 RE programs incl youth ministries	3,424	52	3,476	4,000	86.90%
5200 Home community programs	0		0	300	0.00%
5300 Denomination Responsibilities	16,179	1,615	17,794	28,026	63.49%
5400 Our larger world/social justice	173	0	173	450	38.44%
5490 Virginia Interfaith	0	300	300	300	100.00%
5500 Administrative programs	251		251		
5520 Stewardship Campaign	0		0	700	0.00%
5540 Other comm. & expenses	0		0	600	0.00%
5590 Search committees	200		200	0	
5600 Conferences & continuing Edu.	0		0	800	0.00%
5700 Prof. Expenses	9,971	0	9,971	15,812	63.06%
6100 Operating Expense	4,781	540	5,321	14,025	37.94%
6155 Rental Events Expenses	21,545	1,051	22,596	40,000	56.49%
6200 Communications	1,952	508	2,460	5,000	49.21%
6300 Debt service	0		0	0	
6400 Insurance	4,081	775	4,856	10,000	48.56%
7000 Supplies	4,695	263	4,958	6,100	81.28%
7200 Property maintenance	25,646	2,911	28,557	56,800	50.28%
7300 Utilities	17,746	3,749	21,495	29,500	72.86%
8100 Employment compensation	0		0		
8110 Minister	60,873	8,072	68,945	104,316	66.09%
8129 Temp Staffing	5,200	625	5,825	0	
8130 Staff	116,984	15,731	132,715	211,590	62.72%
8200 Payroll taxes	9,164	1,203	10,367	16,836	61.58%
8300 Employee benefits	0	0	0		
8320 Health insurance	9,525	1,736	11,261	16,719	67.35%
8330 Pensions	15,054	1,865	16,919	22,861	74.01%
9000 Miscellaneous	12	0	12		
<b>TOTAL EXPENSES</b>	<b>332,333</b>	<b>41,696</b>	<b>374,028</b>	<b>590,235</b>	<b>63.37%</b>
<b>NET REVENUE(EXPENSES)</b>	<b>-22,947</b>	<b>-5,855</b>	<b>-64,643</b>	<b>-1,888</b>	



**MOUNT VERNON UNITARIAN CHURCH**  
**February 1, 2010**

INCOME:from Pledges		
Balance outstanding of unpaid pledges		236,602.00
Balance brought forward	1,056,614.51	
Received in February 10	4,525.00	
Interest fm B & H	Interest	103.53
Interest in McLughlin	Income	56.88
Total received for Building Fund (includes interest)	4,685.41	<u>1,061,299.92</u>

EXPENSES:

B & H Line of credit	265,000.00	
Campaign	16,845.36	
Consultant	22,010.00	
Architect, Engineers & Contractors	280,160.27	
Permits, fees	14,772.00	
Stained Glass Window	4,758.83	
Miscellaneous	980.90	
Total Expenses to Date		<u>604,527.36</u>

NET Funds on Hand for Building \$456,772.56

WHERE THE FUNDS ARE:

Funds at McLaughlin Inv.(Includes Income @0.05%)	245,456.23
Cash in B&H (earns 1.46%)	111,316.33
Cert. of Deposit at B & H (earns 2.31%)	100,000.00
	<u>\$456,772.56</u>

## Proposed Bylaw Changes 2010 – BOT approved

### **5.01 Annual Meeting – currently written**

The annual congregational meeting shall be held during April of each year, at an hour and a place determined by the Board.

### **5.01 Annual Meeting – proposed change**

The annual congregational meeting shall be held during the last quarter of each church fiscal year, at an hour and a place determined by the Board.

**Rationale:** The Church fiscal and board year run from 1 July through 30 June. It would be helpful for the Board to have flexibility in scheduling the annual meeting, including a time closer to the end of the fiscal year when results from the Stewardship campaign will be available for budget purposes.

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### **5.02 Special Meetings – currently written**

Special congregational meetings may be called at any time by the Board. The Board shall call a special congregational meeting within thirty (30) days after receiving a written request for such a meeting from not less than ten percent (10%) of the resident members.

### **5.02 Special Meetings – proposed change**

The Board may call a special congregational meeting at any time. The Board must call a special congregational meeting within thirty (30) days after receiving a written request for such a meeting from not less than ten percent (10%) of the resident members.

**Rationale:** This clarifies the provisions regarding special meetings.

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### **5.03 Announcement of Meetings – currently written**

Written notice of each annual or special meeting, stating the agenda of the meeting, shall be mailed to each member at least fourteen (14) days before the date of the meeting. Announcement in the church's regular newsletter may be deemed written notice. The announcement of the annual meeting shall include names of all persons nominated for elected positions and a detailed budget proposed by the Board for the forthcoming financial year. The text of any resolutions presented for action at the meeting, including any proposed by individual members, shall be included in the notice. The method of voting may also be specified. Individuals wishing to make proposals which would require changes in the Bylaws or dealing with personnel matters or organizational structure shall submit them to the Board in writing by March 1. Proposals on other matters may be offered from the floor at the meeting without advance notice.

**5.03 Announcement of Meetings – proposed change**

Notice of each annual or special meeting, stating the agenda of the meeting, shall be mailed or e-mailed to each member at least fourteen (14) days before the date of the meeting. Announcement in the church's regular newsletter is appropriate notice. The announcement of the annual meeting shall include names of all persons nominated for elected positions and a detailed budget proposed by the Board for the forthcoming financial year. The text of any resolutions presented for action at the meeting, including any proposed by individual members, shall be included in the notice. The method of voting may also be specified. Individuals wishing to make proposals which would require changes in the Bylaws or dealing with personnel matters or organizational structure shall submit them to the Board in writing no later than 45 days before the annual meeting . Proposals on other matters may be offered from the floor at the meeting without advance notice.

**Rationale:** Provides for the use of e-mail. Also provides time for the proposal to be considered by the Board at a regular monthly meeting, and circulated to the Membership along with other materials to be considered at the annual meeting. The timing is essentially what happens at present.

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**6.04 Vacancies – currently written**

In the event of a vacancy on the Board due to the resignation of a trustee or the inability of a trustee to perform the duties of office, the Board may appoint a resident member of the congregation to serve until the next annual meeting, at which time the congregation shall elect a trustee to serve the remainder of any unexpired term. Serving by appointment for more than six months shall be considered a one-year term. No person shall serve as a trustee for more than three consecutive years.

**6.04 Vacancies – proposed change**

In the event of a vacancy on the Board due to the resignation of a trustee or the inability of a trustee to perform the duties of office, the Board may appoint a resident member of the congregation to serve until the end of the current church fiscal year. At the next annual meeting after that appointment, the congregation shall elect a trustee to serve the remainder of any unexpired term. Serving by appointment for more than six months shall be considered a one-year term. No person shall serve as a trustee for more than three consecutive years.

**Rationale:** This change ensures greater continuity by allowing the appointed board member to complete the work of the current board by serving until the end of that current fiscal year.

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**7.02 Vice Chair – currently written**

Following the annual meeting, the Board shall elect a vice chair from its membership to serve a one-year term. The vice chair shall act as chair in the absence of the chair.

**7.02 Vice Chair –proposed change**

Following the annual meeting, the Board shall elect a vice chair from its membership to serve a one-year term. The vice chair shall act as chair in the absence of the chair and shall have such additional duties as may be assigned by the Chair or the Board.

**Rationale:** This is a standard approach to authorizing the responsibilities and duties of a vice-chair. And is consistent with the Board’s policy to delegate responsibilities where appropriate.

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**7.03 Secretary –currently written**

Following the annual meeting, the Board shall elect a secretary from its membership to serve a one-year term. The secretary shall provide for recording and timely posting of the minutes of all meetings of the congregation and the Board.

**7.03 Secretary –proposed change**

Following the annual meeting, the Board shall elect a secretary from its membership to serve a one-year term. The secretary shall provide for recording and timely posting of the minutes of all meetings of the congregation and the Board, and shall have such additional duties as may be assigned by the Chair or the Board.

**Rationale:** This is a standard approach to authorizing the responsibilities and duties of a secretary. And is consistent with the Board’s policy to delegate responsibilities where appropriate.

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**Article 13. Indemnification – proposed new bylaw**

The church shall indemnify any person who is or was an employee, agent, representative, member of the Board of Trustees, member of the Program Council, member of any committee or task force, or any volunteer of the church against any liability asserted against such person and incurred in the course and scope of his or her duties or functions within the church to the maximum extent allowable by law, provided the person acted in good faith and did not engage in an act or omission that is intentional, willfully or wantonly negligent, or done with conscious indifference or reckless disregard for the safety of others. The provisions of this article shall not be deemed exclusive of any other rights to which such person may be entitled under any state law, church bylaw, agreement, insurance policy, vote of members or otherwise.

**Rationale:** This provision is recommended by the UUA for inclusion in church bylaws as a way to encourage participation in church leadership and program activities. It is also consistent with our insurance policy.

**MVUC Mission:**

MVUC is a loving, inclusive community. Our mission is to encourage one another on our spiritual journeys and to work together to build the common good.

**MVUC Vision:**

We will:

Live our UU principles and be a voice for liberal religion;

Create vital worship experiences that engage our minds, hearts and spirit;

Engage in lifespan religious education and learning;

Expand our social justice leadership and commitment;

Become a more diverse and multi-generational community.

To achieve our vision, we will practice intentional, responsible stewardship.

## Mount Vernon Unitarian Church Budget for FY Ending June 30, 2011

Approved by BoT on March 9, 2010

	July 1, 2008 to June 30, 2009	July 1, 2009 June 30, 2010	July 1, 2009 to Dec 31, 2009	July 1, 2009 to June 30, 2010	July 1, 2010 June 30, 2011	Comments
	Actual	Budget	Actual	Projected	Draft Budget	
<b>4100 Stewardship Pledges</b>						
4102 Current Year Pledges	356,427	385,000	175,891	351,782	408,100	6% increase
	<b>356,427</b>	<b>385,000</b>	<b>175,891</b>	<b>351,782</b>	<b>408,100</b>	
<b>4200 Contributions</b>						
4201 Cash In Basket	7,910	8,000	4,163	8,327	8,000	
4202 Donations - Non-pledged	10,556	11,000	2,103	4,206	5,000	
	<b>18,466</b>	<b>19,000</b>	<b>6,266</b>	<b>12,532</b>	<b>13,000</b>	
<b>4300 Facilities Use &amp; Rentals</b>						
4301 Hollin Hall Apartment	7,200	7,200	3,600	7,200	7,200	
4302 AA Group- Hilltoppers	600	800	300	600	800	
4308 Yoga Group	2,227	2,000	1,075	2,150	2,000	
4340 FHPS (Preschool)	6,429	6,622	3,311	6,622	6,821	3% increase
4350 Other Uses						
Classes	817	800		0	800	
Friday Nighters	2,250	2,250	575	2,225	2,250	
Meetings, Parties, etc.	7,995	8,000	1,950	4,000	4,000	
Memorial Services	592	600	800	1,600	1,000	
Recitals, etc	525	200	250	500	500	
4390 Weddings Income	150,983	145,000	25,455	50,910	75,000	
	<b>179,617</b>	<b>173,472</b>	<b>37,316</b>	<b>75,807</b>	<b>100,371</b>	
<b>4400 Fund Raising Income</b>						
4420 Book Sale	9,204	10,000	272		9,000	
4430 Profits/Grocery Scrip	85	75	13	26	75	
4450 Other Fundraisers	191		935	1,869	0	
	<b>9,480</b>	<b>10,075</b>	<b>1,220</b>		<b>9,075</b>	
<b>4500 Administrative Income</b>						
4510 Interest Earned	806	800	422	843	800	
	<b>806</b>	<b>800</b>	<b>422</b>	<b>843</b>	<b>800</b>	
<b>TOTAL REVENUE</b>	<b>564,795</b>	<b>588,347</b>	<b>221,114</b>		<b>531,346</b>	
<b>PROGRAM EXPENSES</b>						
<b>5000 Worship</b>						
5010 Worship Services						
Honoraria		500	250	700	500	
Supplies	418		287	574	500	
Coffee & snacks		500	522	1,043	1,000	
Other			90	180	200	
						Matches 2010 level, incl. designated fund.
5020 Music In Worship	3,413	4,500	3,437	4,500	9,350	
	<b>3,831</b>	<b>5,500</b>	<b>4,586</b>	<b>6,998</b>	<b>11,550</b>	
<b>5100 Religious Education</b>						
Religious Education Expenses	4,211	4,000	2,710	5,420	5,000	
Youth Group Coordinator				0	0	\$3,000 in 2011 from designated fund.
	<b>4,211</b>	<b>4,000</b>	<b>2,710</b>	<b>5,420</b>	<b>5,000</b>	
<b>5200 Home Community</b>						
5220 Member Development	251	500	-100		500	
Pastoral care program trainer					500	Spirituality initiative
Spiritual retreat scholarship					250	Spirituality initiative
	<b>251</b>	<b>500</b>	<b>-100</b>		<b>1,250</b>	
<b>5300 Denominational Dues</b>						
5310 UUA Fair Share	19,824	19,376	10,238	19,380	19,040	340 @ \$56
5320 JPD Fair Share	8,850	8,650	2,163	8,650	8,840	340 @ \$26
	<b>28,674</b>	<b>28,026</b>	<b>12,400</b>		<b>27,880</b>	
<b>5400 Social Justice</b>						
5350 Partner Church Council Dues	150	150	150		150	
5390 UUSJ	350					

		July 1, 2008 to June 30, 2009	July 1, 2009 June 30, 2010	July 1, 2009 to Dec 31, 2009	July 1, 2009 to June 30, 2010	July 1, 2010 June 30, 2011	Comments
		Actual	Budget	Actual	Projected	Draft Budget	
5430	Misc Social Justice Exp	73	300	23		300	
5490	Virginia Interfaith Center	300	300		300	300	
		<b>873</b>	<b>750</b>	<b>173</b>		<b>750</b>	
<b>5500</b>	<b>Administrative Programs</b>						
5501	Board of Trustees	493	600	251	501	600	
5520	Stewardship	446	700			700	
5590	Search Committees	85		200		0	
		<b>1,023</b>	<b>1,300</b>	<b>451</b>	<b>501</b>	<b>1,300</b>	
<b>5600</b>	<b>Conferences &amp; Contin. Ed.</b>						
5650	Leadership Training	80	800		0	800	
		<b>80</b>	<b>800</b>	<b>0</b>	<b>0</b>	<b>800</b>	
<b>5700</b>	<b>Professional Expenses</b>						
5710	Director of RE	140	3,950	1,775		4,029	
5730	Parish Minister	3,761	9,888	2,937		10,086	
5740	Music Director	8,800	1,864	1,433		1,901	
	Ministerial Intern					1,350	
5750	UUA Prof Assns	500	110	140		150	
		<b>13,202</b>	<b>15,812</b>	<b>6,285</b>	<b>0</b>	<b>17,516</b>	
<b>6100</b>	<b>Operating Expense</b>						
6120	Computer Maintenance	185	200			200	
6140	Fees, Licenses, Permits	2,224	2,400	571	1,142	2,400	
6155	Weddings Expense	40,154	40,000	20,986	35,000	30,000	Offsets wedding revenue
6170	Office Equipment Repairs		1,000			1,000	
6180	Postage	4,408	3,900	1,851	3,701	3,900	
6190	Xerox	6,107	6,000	2,334	5,602	6,000	
6199	Miscellaneous	973	525	3	6	25	
		<b>54,050</b>	<b>54,025</b>	<b>25,745</b>	<b>45,451</b>	<b>43,525</b>	
<b>6200</b>	<b>Communications</b>						
6210	Advertising	0	500				
6220	Newsletter	3,920	4,000	1,953	3,905	4000	
6240	Web Page Support	5,095	500				
		<b>9,016</b>	<b>5,000</b>	<b>1,953</b>	<b>3,905</b>	<b>4,000</b>	
<b>6400</b>	<b>Insurance</b>						
		<b>9,698</b>	<b>10,000</b>	<b>3,307</b>	<b>9,303</b>	<b>9,303</b>	
<b>7000</b>	<b>Supplies</b>						
7010	Buildings/Cleaning	1,277	1,000	848	1,500	1,500	
7020	Office	3,203	3,600	1,522	3,044	3,600	
7030	Miscellaneous	1,474	1,500	1,177	1,500	1,500	
		<b>5,954</b>	<b>6,100</b>	<b>3,547</b>	<b>6,044</b>	<b>6,600</b>	
<b>7200</b>	<b>Property Maintenance</b>						
7210	Buildings	11,774	15,000	8,777	17,555	15,000	
7220	Grounds	7,450	8,000	1,612	3,223	8,000	
7225	Lawn Care Contract	14,599	14,000	10,242	17,070	17,000	
	Refuse Removal	3,209	3,500	1,580	3,160	3,160	
	Snow Removal	1,150	1,300	1,450	2,900	1,300	
7290	PMM Reserves	20,000	15,000		0	0	
		<b>58,182</b>	<b>56,800</b>	<b>23,661</b>	<b>43,908</b>	<b>44,460</b>	
<b>7300</b>	<b>Utilities</b>						
7310	Telephone	4,053	4,000	2,474	4,153	4,200	
7320	Electric						
	Carriage House	3,709	4,000	838	3,673	3,700	
	Meeting House	9,302	10,000	4,561	9,925	10,000	
	Hollin Hall	3,792	4,000	2,757	4,375	4,400	
7330	Gas						
	A - Hollin Hall	2,692	3,000	692	2,845	3,000	
	B - Meeting House	2,213	2,500	48	1,973	2,000	
7340	Water, Sewer	2,643	2,000	1,673	2,909	3,000	
		<b>28,404</b>	<b>29,500</b>	<b>13,043</b>	<b>29,853</b>	<b>30,300</b>	
	<b>Total before Staff Comp.</b>	<b>217,448</b>	<b>218,113</b>	<b>97,760</b>	<b>151,383</b>	<b>204,234</b>	

	July 1, 2008 to June 30, 2009 Actual	July 1, 2009 June 30, 2010 Budget	July 1, 2009 to Dec 31, 2009 Actual	July 1, 2009 to June 30, 2010 Projected	July 1, 2010 June 30, 2011 Draft Budget	Comments
<b>8100 EMPLOYEE COMPENSATION</b>						2% COLA for all staff
<b>8110 Parish Minister</b>						
Housing	40,818	42,889	21,397		41,634	
Minister;s FICA	5,799	5,274	2,705		5,379	
Salary	54,380	55,991	27,933		59,223	
	<b>100,998</b>	<b>104,154</b>	<b>52,034</b>		<b>106,237</b>	
<b>8129 Temporary Staffing</b>						
Babysitting	75		60	120		
<b>8130 Staff Compensation</b>						
Church Administrator		45,000	20,423		45,900	
Office Manager	30,840	22,594	14,082		23,046	
Property Manager	9,257	10,608	6,006		10,820	
Custodian	32,819	34,465	17,165		35,154	
Director of Music	2,850	23,300	10,754		23,766	
Keyboardist		7,500	3,835		9,000	
Summer pianist		825	225	600		0 SBA will cover @ \$2,500
Director or Religious Ed	47,021	49,372	24,596		50,359	
Ministerial Intern					6,750	50% of \$13,500
Nursery Care Giver	4,221	5,000	1,763		5,100	
RE Assistant	11,705	12,914	6,303		13,172	
	<b>138,712</b>	<b>211,578</b>	<b>105,151</b>		<b>223,068</b>	
<b>8200 Payroll Taxes</b>						
<b>8220 Medicare &amp; Social Security</b>	11,053	16,836	7,944		16,662	
	<b>11,053</b>	<b>16,836</b>	<b>7,944</b>		<b>16,662</b>	
<b>8300 Employee Benefits</b>						
Insurance	8,032	16,719	7,975	18,202	18,728	
<b>8330 Pensions</b>	21,423	22,861	11,252	21,398	23,318	
<b>9002 Miscellaneous loss</b>	1,147		346			
	<b>30,602</b>	<b>39,580</b>	<b>19,573</b>		<b>42,046</b>	
<b>Total Staff Compensation</b>	<b>281,440</b>	<b>372,148</b>	<b>184,762</b>		<b>388,013</b>	
<b>TOTAL EXPENSES</b>	<b>498,887</b>	<b>590,261</b>	<b>282,522</b>		<b>592,247</b>	
<b>Net Income</b>	<b>65,907</b>	<b>-1,914</b>	<b>-61,408</b>		<b>-60,901</b>	