

Meeting Minutes
Board of Trustees of Mount Vernon Unitarian Church
10 May 2011

Board members present:

Joan Darrah, Board Chair
Becky Brandt, Board Vice-Chair
Lisa Gillispie, Board Secretary
Al Robbert
Bill Alsmeyer-Johnson
Dan Cohen
Ian Anderson, Youth Representative

Board members absent:

Peg Bartel
Tamara de la Camp
Keith Brophy

Others present:

Kate Walker, Minister
Karen Rasmussen, Intern Minister
Mark Zimmerman, Music Director
Carol Graves, Church Administrator

The meeting was called to order at 7:02 p.m.

Rev. Kate Walker gave opening words.

Al Robbert presented the Financial Report on behalf of Al Erickson. Finances are good as we experienced another month in the black. This was largely due to additional fundraising income: \$1000 from gold sales and \$1500 in late book sale receipts. The Finance Committee anticipates we will have a surplus of about \$30,000 for the year. They recommend that \$10,000 should be reserved for a sabbatical reserve fund and the other \$20,000 should be added to the Property Major Maintenance (PMM) fund.

Items discussed and/or reported included:

- Spring Stewardship Campaign Update: Becky Brandt reported on the status of the Stewardship Campaign. As of Friday, May 6, pledges totaled \$419,000 for 206 pledge units. The committee anticipates approximately \$25,000 from pledges yet committed.
- Sustainable Energy Project Update: Joan Darrah reported that the outside work is completed. It is anticipated that all work will be completed by the end of June. Some challenges were reported on getting the county approvals for the solar panels.

- Volunteer Recognition Update: The Program Council is working on nominees. They will document their procedures for future years.
- Annual Meeting Update: The Annual Report and Annual Meeting materials are available online. Meetings to discuss the proposed bylaw change for a Contribution of Record have been scheduled between services. The Building Renovation discussion procedures were planned. The board discussed the building renovation project extensively.
- BOT Retreat: Sue and Howard Lamb will be facilitating the retreat. Plans are underway and everyone has been invited.

The meeting was closed by the recitation of the MVUC covenant.

The next regularly scheduled Board meeting will be on June 7, 2011 at 7:00 p.m.

Respectfully submitted,
Lisa Gillispie

MT VERNON UNITARIAN CHURCH
Profit & Loss Budget Performance
July 2010 through April 2011

83.3% of year elapsed

	Jul '10 - Mar 11	Apr 11	Jul '10 - Apr 11	Annual Budget	%
Ordinary Income/Expense					
Income					
4100 · STEWARDSHIP PLEDGES	345,912.54	35,442.00	381,354.54	470,000.00	81.1%
4200 · CONTRIBUTIONS	19,466.79	1,401.18	20,867.97	17,500.00	119.2%
4300 · FACILITIES USE & RENTALS	102,427.00	16,044.00	118,471.00	123,971.00	95.6%
4400 · FUND RAISING INCOME	9,766.68	2,489.37	12,256.05	10,075.00	121.6%
4500 · ADMINISTRATIVE INCOME	1,729.81	37.55	1,767.36	2,400.00	73.6%
4515 · UUA Grant for Intern's Stipend	3,250.00	0.00	3,250.00	6,500.00	50.0%
Total Income	482,552.82	55,414.10	537,966.92	630,446.00	85.3%
Expense					
5000 · WORSHIP PROGRAMS	7,919.03	652.27	8,571.30	11,550.00	74.2%
5100 · RELIGIOUS EDUCATION	2,474.50	321.32	2,795.82	5,000.00	55.9%
5200 · HOME COMMUNITY PROGRAMS	999.99	89.59	1,089.58	1,250.00	87.2%
5300 · DENOMINATIONAL RESPONSIBILITIES	20,910.03	5,411.67	26,321.70	27,880.00	94.4%
5400 · OLW/SOCIAL JUSTICE	297.97	0.00	297.97	750.00	39.7%
5500 · ADMINISTRATIVE PROGRAMS	9,532.52	0.00	9,532.52	10,075.00	94.6%
5600 · CONFERENCES & CONT ED	98.93	0.00	98.93	1,300.00	7.6%
5700 · PROFESSIONAL EXPENSES	8,572.37	3,899.31	12,471.68	17,366.00	71.8%
6100 · OPERATING COSTS	31,061.63	4,286.79	35,348.42	52,025.00	67.9%
6200 · COMMUNICATIONS	4,129.83	296.39	4,426.22	7,000.00	63.2%
6400 · INSURANCE	7,083.40	1,057.42	8,140.82	9,303.00	87.5%
66900 · Reconciliation Discrepancies	412.42	0.00	412.42		
7000 · SUPPLIES	3,876.06	850.63	4,726.69	5,500.00	85.9%
7200 · PROPERTY MAINTENANCE	31,225.34	3,169.81	34,395.15	47,200.00	72.9%
7300 · UTILITIES	25,130.10	2,454.16	27,584.26	30,300.00	91.0%
8100 · EMPLOYEE COMPENSATION	255,927.05	27,676.37	283,603.42	342,608.00	82.8%
8200 · PAYROLL TAXES	13,219.92	1,412.71	14,632.63	17,448.00	83.9%
8300 · EMPLOYEE BENEFITS	30,248.16	2,685.68	32,933.84	43,758.76	75.3%
Total Expense	453,119.25	54,264.12	507,383.37	630,313.76	80.5%
Net Income	29,433.57	1,149.98	30,583.55	132.24	

11:02 PM
 05/02/11
 Cash Basis

MT VERNON UNITARIAN CHURCH
Balance Sheet
 As of April 30, 2011

	Apr 30, 11
ASSETS	
Current Assets	
Checking/Savings	
1000 · BHBT - Checking Account (00-81270-6)	53,010.47
1998 · CD B&H #11834544	102,352.98
1999 · BHBT - Money Market Account (00-81194-7)	60,453.80
Total Checking/Savings	215,817.25
Other Current Assets	
1350 · Due from IRS	3.51
Total Other Current Assets	3.51
Total Current Assets	215,820.76
Fixed Assets	
1501 · Assessed Value of Land	2,147,000.00
1502 · Assessed Value of Buildings	1,202,460.00
Total Fixed Assets	3,349,460.00
Other Assets	
1310 · Endowment Fund Investments	820,280.15
1320 · Memorial Walks Fd Investments	46,935.00
1330 · Windmill Fund Investments	61,041.00
1340 · Building Fund	446,251.27
Total Other Assets	1,374,507.42
TOTAL ASSETS	4,939,788.18
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2010 · Citibusiness MC	-514.96
Total Credit Cards	-514.96
Other Current Liabilities	
2060 · Due to Endowment Fund	265.00
2080 · Due to Building Fund	18.00
2100 · Short Term Liabilities	
2101 · Grocery Scrip	-76.56
2104 · Intergenerational (Intergenerational events income an...	16.36
2111 · RE Course fees (Payments and receipts for books & ...	304.08
2150 · Other Liabilities	60.00
2170 · Special Collections	611.53
2100 · Short Term Liabilities - Other	724.00
Total 2100 · Short Term Liabilities	1,639.41
2191 · Deposits/Refunds	2,975.00
2200 · Payroll Liabilities	
2202 · Due to/from Employee	-107.48
2210 · Health Plan Withholdings	
Church Administrator	-241.07
Director of Music	116.72
Director of Religious Education	261.15
Parish Minister	98.69
Total 2210 · Health Plan Withholdings	235.49
2211 · Minister Life & Disability	112.72
2215 · Other Group Insurance	112.72
2220 · Payroll Tax Withholdings	
DC w/h	-18.13
Federal w/h	2,896.42
Medicare w/h	-614.15
Social Security w/h	-2,629.79
VA w/h	224.50
Total 2220 · Payroll Tax Withholdings	-141.15

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MT VERNON UNITARIAN CHURCH
Balance Sheet
 As of April 30, 2011

	Apr 30, 11
2230 · MVUC Payroll Taxes	
Employer Medicare	-614.15
Employer Social Security	-2,629.76
2230 · MVUC Payroll Taxes - Other	-463.73
Total 2230 · MVUC Payroll Taxes	-3,707.64
2240 · Employee Pension Contributions	
Minister's Pension Contribution	2,945.86
Office Mgr Pension Contribution	550.00
Total 2240 · Employee Pension Contributions	3,495.86
2245 · MVUC Pension Contributions	2,377.60
2246 · MVUC Health Plan Contributions	
Adminstr. health plan	66.16
DRE Health	395.14
Minister's health	-0.01
Music Director Health	-191.17
Total 2246 · MVUC Health Plan Contributions	270.12
Total 2200 · Payroll Liabilities	2,648.24
Total Other Current Liabilities	7,545.65
Total Current Liabilities	7,030.69
Long Term Liabilities	
2500 · DESIGNATED FUNDS	
2501 · YRUU	1,927.06
2504 · Music Fund	
25042 · Music Fund - Gifts & Memorials	49.94
25045 · Piano Fund (Piano restoration Fund)	3,414.00
25048 · Hymnal Fund	-449.40
Total 2504 · Music Fund	3,014.54
2505 · Partner Church	
General	1,622.68
Scholarships	1,524.86
Total 2505 · Partner Church	3,147.54
2508 · Social Justice	1,096.96
2509 · RE Special Projects	92.32
2510 · Boston Trip	1,709.12
2511 · SBA Reserves	14,912.93
2513 · Playground	4,886.75
2514 · Social Justice Disaster Relief	1,646.46
2515 · Special trips	427.00
2516 · Chapel Aesthetics	888.27
2518 · Green Sanctuary	410.32
2519 · Plantings and Landscaping (Account for special landsca...)	500.00
2520 · Property Major Maint (PMM)	105,420.55
Total 2500 · DESIGNATED FUNDS	140,079.82
Total Long Term Liabilities	140,079.82
Total Liabilities	147,110.51
Equity	
3001 · OPERATING FUND BALANCE	2,989,783.29
3200 · OTHER FUNDS BALANCES	1,785,280.87
3900 · Retained Earnings	-12,970.04
Net Income	30,583.55
Total Equity	4,792,677.67
TOTAL LIABILITIES & EQUITY	4,939,788.18

MOUNT VERNON UNITARIAN CHURCH
Building Fund as of April 30, 2011

INCOME:

Received to Date Previous Month	1,072,248.18
Received this month	
Contributions	
Interest (B & H)	37.57
Dividends/Interest (McLaughlin)	
Change in account value (McLaughlin)	1.88
Total received this month	<u>39.45</u>
TOTAL	<u>1,072,287.63</u>

EXPENSES:

Parking Spaces	15,059.00
Pay off line of credit for Hollin Hall renovations	265,000.00
Capital 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
Washington Ethical Society (Rutiser refund)	6,450.00
TOTAL	<u>626,036.36</u>

NET Funds on Hand **\$446,251.27**

Where the Funds Are:

McLaughlin Investments	245,553.58
Cash in B&H (earns 1.46%)	98,344.71
CD at B&H # 11834536 (earns 2.31%)	102,352.98
TOTAL	<u>\$446,251.27</u>