

Meeting Minutes
Board of Trustees of Mount Vernon Unitarian Church
8 November 2011

Board members present:

Becky Brandt, Board Chair
Eric Pourchot, Board Vice-Chair
Lisa Gillispie, Secretary
Dick Youngflesh
Peg Bartel
Dan Cohen
Al Robbert
Keith Brophy

Board members absent:

Polly Papp
Ben Roberts

Others present:

Rev. Kate Walker
Carol Graves
Al Erickson
Meagan Henry
Carolyn Slenska

The meeting was called to order at 7:00 p.m. Rev. Walker shared a reading from Henry David Thoreau.

Al Erickson presented the financial report. Monthly expenses continue to be higher than monthly income, with total income for the current fiscal year running \$40,000 below budgeted expectations, recognizing that income patterns are consistent for the first 1/3 of the fiscal year. The contribution statements were distributed.

Items discussed and/or reported included:

- Staff report, Kate Walker: Rev. Walker shared information on statistics regarding attendance at each service for the last three years. Analysis of these statistics show that there is no significant difference in overall attendance.
- Request by Carolyn Slenska: Carolyn requested that the Board consider changing the official service attendance count by counting the choir at each service, instead of only at the first service, or count the choir separately. The Board decided not to adopt this approach, but to ask Music Director, Mark Zimmerman to count the choir members each week, so that this information can be tracked for the future.
- Meagan Henry Sabbatical and RE Credentialing Plan: Meagan shared some details regarding her sabbatical plan which begins in January and lasts for five months. Part of her study will include learning about Multi-Generational Worship programs. She intends to pursue several study programs including beginning applying for the RE Credentialing Program at the Master

level. The program will take more than 2 years to complete which she will participate in while working at MVUC.

- Meeting House Improvements Committee Update: Al Robbert reported that there are good designs for each of the three projects proposed. The committee will be prepared to present the plan at the December board meeting, and is on target for two information sessions with the congregation in January 2012, tentatively planned for January 8 and 15. Al requested that the board increase the planning fund from \$3,000 to \$5,000. Additional money was needed in part to research whether a sprinkler system would be needed. The board approved the request unanimously.
- Congregational Survey: Becky reported that 53 people completed the survey. The majority of respondents agreed with the board goals for the year.

The meeting was closed at 8:40 p.m. by the recitation of the MVUC covenant.

Respectfully submitted,
Lisa Gillispie

MT VERNON UNITARIAN CHURCH

Revenue and Expense Report

October 2011

	Oct 11	Jul - Oct 11	Annual Budget	%
Ordinary Income/Expense				33% of year
Income				
4100 · STEWARDSHIP PLEDGES	32,988.67	118,479.68	472,000.00	25.1%
4200 · CONTRIBUTIONS	3,178.06	9,287.08	20,000.00	46.4%
4300 · FACILITIES USE & RENTALS	8,315.25	36,359.25	124,000.00	29.3%
4400 · FUND RAISING INCOME	250.00	535.00	10,000.00	5.4%
4500 · ADMINISTRATIVE INCOME	424.44	676.74	2,500.00	27.1%
Total Income	45,156.42	165,337.75	628,500.00	26.3%
Expense				
5000 · WORSHIP PROGRAMS	328.31	3,350.19	12,000.00	27.9%
5100 · RELIGIOUS EDUCATION	416.12	1,552.27	4,500.00	34.5%
5200 · HOME COMMUNITY PROGRAMS	0.00	0.00	950.00	0.0%
5220 · MEMBERSHIP	39.32	203.71	800.00	25.5%
5300 · DENOMINATIONAL RESPONSIBILITIES	3,744.74	10,656.52	27,632.00	38.6%
5400 · SOCIAL JUSTICE	0.00	0.00	1,150.00	0.0%
5500 · ADMINISTRATIVE PROGRAMS	0.00	100.86	1,000.00	10.1%
5600 · CONFERENCES & CONT ED	0.00	0.00	800.00	0.0%
5700 · PROFESSIONAL EXPENSES	1,226.60	3,375.27	16,256.00	20.8%
6000 · RENTAL EVENTS EXPENSES	4,833.67	17,063.19	34,000.00	50.2%
6100 · OPERATING COSTS	912.91	4,240.84	15,000.00	28.3%
6200 · COMMUNICATIONS	346.50	1,015.71	7,000.00	14.5%
6400 · INSURANCE	1,283.99	3,731.87	10,000.00	37.3%
7000 · SUPPLIES	520.01	2,316.94	6,000.00	38.6%
7200 · PROPERTY MAINTENANCE	5,061.96	20,314.25	52,500.00	38.7%
7300 · UTILITIES	2,041.01	10,412.63	32,000.00	32.5%
8100 · EMPLOYEE COMPENSATION	27,332.92	121,085.04	346,065.80	35.0%
8200 · PAYROLL TAXES	1,376.98	6,072.95	18,116.58	33.5%
8300 · EMPLOYEE BENEFITS	2,848.25	12,233.14	39,299.00	31.1%
Total Expense	52,313.29	217,725.38	625,069.38	34.8%
Net Ordinary Income	-7,156.87	-52,387.63	3,430.62	

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 11/02/11
 Cash Basis

MT VERNON UNITARIAN CHURCH
Balance Sheet
 As of October 31, 2011

	Oct 31, 11
ASSETS	
Current Assets	
Checking/Savings	
1000 · BHBT - Checking Account (00-81270-6)	21,749.19
1999 · BHBT - Money Market Account (00-81194-7)	98,991.60
Total Checking/Savings	120,740.79
Total Current Assets	120,740.79
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	767,183.39
1320 · Memorial Walks Fd Investments	30,594.00
1330 · Windmill Fund Investments	55,151.00
1340 · Building Fund	460,356.21
Total Other Assets	1,313,284.60
TOTAL ASSETS	4,783,485.39
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2060 · Due to Endowment Fund	500.00
2080 · Due to Building Fund	4.00
2100 · Short Term Liabilities	
2101 · Grocery Scrip	150.00
2104-A · Intergenerational - RE (Intergenerational events inc...	301.21
2104-B · Church Function (not RE)	231.72
2170 · Special Collections	740.00
Total 2100 · Short Term Liabilities	1,422.93
2191 · Deposits/Refunds	1,575.00
2200 · Payroll Liabilities	
2210 · Health Plan Withholdings	
Director of Music	352.08
Director of Religious Education	115.66
Parish Minister	110.40
Total 2210 · Health Plan Withholdings	578.14
2211 · Minister Life & Disability	145.84
2215 · Dental Insurance	112.75
2220 · Payroll Tax Withholdings	
Federal w/h	-42.00
Total 2220 · Payroll Tax Withholdings	-42.00
2240 · Employee Pension Contributions	
Minister's Pension Contribution	400.00
Office Mgr Pension Contribution	100.00
Total 2240 · Employee Pension Contributions	500.00
2245 · MVUC Pension Contributions	
Custodian's Pension	274.50
DRE's Pension	393.20
Minister's Pension	787.46
Office Manager's Pension	224.90
Total 2245 · MVUC Pension Contributions	1,680.06

8:19 PM
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MT VERNON UNITARIAN CHURCH
Balance Sheet
 As of October 31, 2011

	Oct 31, 11
2246 · MVUC Health Plan Contributions	
DRE Health	462.60
Minister's health	441.69
Music Director Health	263.90
Total 2246 · MVUC Health Plan Contributions	1,168.19
2200 · Payroll Liabilities - Other	2,387.31
Total 2200 · Payroll Liabilities	6,530.29
Total Other Current Liabilities	10,032.22
Total Current Liabilities	10,032.22
Long Term Liabilities	
2500 · DESIGNATED FUNDS	
2501 · YRUU	1,927.06
2504 · Music Fund	
25042 · Music Fund - Gifts & Memorials	-75.06
25045 · Piano Fund (Piano restoration Fund)	-899.75
Total 2504 · Music Fund	-974.81
2505 · Partner Church	
General	1,975.04
Scholarships	3,570.00
Total 2505 · Partner Church	5,545.04
2508 · Social Justice	
25085 · Ethical Eating Cookbook	-39.50
2508 · Social Justice - Other	753.33
Total 2508 · Social Justice	713.83
2509 · RE Special Projects	92.32
2510 · Boston Trip	1,075.72
2511 · SBA Reserves	3,556.28
2513 · Playground	4,436.45
2514 · Social Justice Disaster Relief	293.46
2515 · Special trips	-724.56
2516 · Chapel Aesthetics	888.27
2518 · Green Sanctuary	357.43
2520 · Property Major Maint (PMM)	101,827.49
2530 · Sabbatic Reserve	11,706.44
Total 2500 · DESIGNATED FUNDS	130,720.42
Total Long Term Liabilities	130,720.42
Total Liabilities	140,752.64
Equity	
3001 · OPERATING FUND BALANCE	32,375.78
3200 · OTHER FUNDS BALANCES	1,313,284.60
3300 · FIXED ASSETS (Assessed value of land and buildings)	3,349,460.00
Net Income	-52,387.63
Total Equity	4,642,732.75
TOTAL LIABILITIES & EQUITY	4,783,485.39