

Board Meeting Minutes for April 27, 2016

Unitarian Universalist Church of Chattanooga

Present: Monique Lewis, President; Buck O'Rear, VP Resources Ministry; Cecile de Rocher, VP Religious Growth Ministry; Linda Park, VP Outreach Ministry; Greg Cruz, VP Congregational Life Ministry; Pam Johnson, Secretary; Daidee Springer, Treasurer; Bill Derrickson, 2015-2016 Assistant Treasurer; Leslie Brock, Past President; Rev. Cathy Harrington, Developmental Minister.

Monique called the meeting to order at 6:30 p.m. Bill lit the chalice and shared a reading. Everyone checked in.

March 27, 2016 Minutes: Daidee made a motion to accept the minutes. Greg seconded and the minutes were approved.

Financial Report:

- Daidee reported that finances look relatively healthy and that pledge income was up as compared to last year. Complete financial reports are attached at the end of the minutes.
- Daidee made a motion that the Developmental Minister's 2015-2016 compensation distribution be recorded as follows. Buck seconded the motion and the motion passed unanimously.

Salary/Wages	\$28,788
In lieu of FICA	\$ 3,959
Life/Disability Insurance	\$ 1,030
Health Insurance	\$ 5,122
Housing	\$24,000
Professional Expenses	\$ 7,500
Retirement	\$ 6,134
TOTAL	\$76,533

Small variances may occur as the fiscal year comes to a close, but salary, housing, and the total will remain constant.

- Daidee presented a proposal for a revision to the Policy Manual (see text box below) regarding reimbursement of taxes on purchases and moved that the board accept the proposed change. Linda seconded the motion and the motion passed unanimously.

Proposed Revision to Procedure Manual

Sales Tax

Churches are exempt from sales tax in the state of Tennessee and the Tennessee Department of Revenue has issued a Sales & Use Tax Certificate of Exemption to the Unitarian Universalist Church of Chattanooga. Merchants need this form to excuse sales tax. Some merchants frequently used by the church have the exemption forms on file. Most, however, do not. So it is best to always take a form with you when purchasing for the church. Forms are available in the bin on the outside of the office door. If someone makes a purchase in the state of Tennessee on behalf of the church and neglects to provide an exemption form, sales tax will be added by the merchant. The church will not reimburse TN sales tax.

The state of Georgia does not exempt churches from sales tax. Accordingly, the church will reimburse Georgia sales tax if buying from a merchant that does not have a Tennessee outlet in or near Chattanooga.

Those who use the church credit card in TN also need to provide merchants with a sales tax exemption form. If no exemption form is used and TN tax is charged, the amount of tax is owed to the church by the purchaser.

Currently in Procedure Manual

Sales Tax Reimbursements

The church, as a nonprofit organization, is exempt from paying sales tax. For all purchases made on behalf of the church, a Sales Tax Exemption form is given to merchants at time of purchase that precludes adding sales tax to the purchase total. The tax exemption forms are available in the church office. Also, merchants the church often uses have the tax exemption number on file so that forms are not needed. The office administrator can provide advice on which merchants these are.

If the member makes a purchase on behalf of the church and neglects to provide an exemption form, sales tax will be added by the merchant. The amount of the tax will not be reimbursed to the member when the receipt is submitted. Instead, the member may make a copy of the receipt and note the sales tax paid as a donation on his or her personal income tax for the year.

Persons using the church credit card should prepare and provide to merchants a sales tax exemption form, available from the church office. If no exemption form is used and tax is paid, the amount of tax is owed to the church by the purchaser, and may be paid by check when receipt and card are returned.

Resources Report: Buck's report is attached to the end of the minutes. In addition to his report, he indicated that the stewardship committee was concerned at the lack of response to the Table Talk luncheons, as only about 50 people attended. He also reported that as of today's meeting, \$135,743 has been raised so far in the stewardship campaign from 57 pledging units.

Minister's Update: In addition to her filed report, Cathy shared the following:

At the dinner with Jake Morrill from UUORC and at the Sunday service presented by Cathy and Pam, a lot of excitement and enthusiasm was generated. The activities included visioning and asset mapping. See Cathy's report for details on these.

Religious Growth Report: Cecile reported the following items.

- The Civil Rights trip to Birmingham was a success.
- OWL has concluded for the year. OWL for younger children will be offered next year.
- The RE Retreat planned for April 30, 2016 will be postponed.
- Emily Sarton has agreed to be the new RE chair.

Outreach Report: Linda Park's report is attached at the end of the minutes. She made special note of the following items:

- On Monday, May 2 a prayer vigil walk across the bridge--"Silence the Violence"--will begin at 5:30 pm in Coolidge Park. The Chattanooga Police Department is sponsoring the event.
- The UUA website has a map that indicates which UU churches across the U.S. have put up a Black Lives Matter banner.

Congregational Life Report: Greg reported that coffee hour is going well and people are regularly bringing snacks to share.

New Business

- a. "Black Lives Matter" report – Monique contacted Carlton Smith from our district and asked him for information on what other churches are doing in regards to Black Lives Matter. So far, she has not heard back from him and will contact him again.
- b. Evaluation of Developmental Ministry – This process will be continued to the May board meeting to allow more time for board members to give their input. Monique asks that board members forward their responses to her.
- c. Statement of Congregational Sponsorship – As Pam looks forward to beginning seminary at Meadville Lombard Theological School this fall, she is beginning the process of applying for aspirant status with the Ministerial Fellowship Committee. One requirement is a Statement of Congregational Sponsorship. The board wholeheartedly supports sponsoring Pam. Accordingly, sponsoring her will be presented as a motion from the BOT to be voted on at the congregational annual meeting in June of this year.

Quick Report Items

- Small Group Ministry – It has been difficult to find members willing to serve as coordinators for small group ministry, so an *ad hoc* group met to brainstorm possible solutions, since SGM is a vital program in helping members establish closer friendships

and in integrating new member into the congregation. The group decided that to keep small group ministry functioning for the 2016-2017 fiscal year, they would use SGM budget funds to pay Don Donnart a \$250 stipend during the months of May and June and a \$600 stipend during the 2016-2017 fiscal year to coordinate and administrate the ongoing activities.

- Transition Team report – No one from the Transition Team was present to make a report.
- Next meetings – May 25, 2016 and June 16, 2016
- Annual Meeting will be held on June 12, 2016
- Opening/closing readings for May - Daidee
- Process Observer – We are becoming more aware of healthy communication by refraining from interrupting, listening without reacting, and giving everyone a voice. We continue to stray from time to time, but are self-correcting more often.

Closing Words: Bill read our closing words. The meeting was adjourned at 8:40 p.m.

Resource Report

UUCC Board Meeting - April 26, 2016

Endowment Fund: Gain for Month of March 2016 - \$3,272.49, Value as of March 31st
\$80,495.48

Building/Facilities & Landscape are doing excellent work. The grounds are beautiful, the pizza garden well ended, and many trees have been recently planted.

Spehar parking lot – Entrance has new concrete finish, gravel added at bottom to aid in transition to lot. Cost \$2400. Two additional parking signs installed to air visitors if upper lot filled.

All but one “Private Property” signs removed, due to concerns about being unfriendly church.

Memorial Garden – Seven loose stones reset by Paul Adler & Rob Audier.

Wiring Sound Booth – Two 20 amp, 120 volt, duplex receptacles installed on rear wall of booth.
Cost \$724

Building Use Study – Staff and resource person met with Ken Brandenburg. Current needs and future building requirements were discussed. Conclusion form a building committee, develop strategic and long range plans to allow progression in an orderly manner. No action taken to date.

Upstairs carpet cleaned week of 4-14

Raise the Sails Campaign – Status April 26, 2016

Pledges Received – 47

Total – 126,238

% increase – 2.9% (does not include new pledge units)

New pledges – 3 (3,520

Contacts remaining – 54

Projected total pledges 2016-17 - \$177,992

Pledge \$ commitment Increased – 21

Pledge \$ commitment decreased - 4

Respectfully Submitted, Buck O’Rear

April 26, 2016

Minister's Notes - April 27, 2016

- A. Identity. Vision and Mission.** Who do we say we are, to ourselves and to the world?
How do we express the unity that binds us despite our humanistic and spiritualist differences?

Invited Jake Morrill to facilitate a dinner brainstorming event that was energizing and inspiring. Congregants were invited to brainstorm and dream. Linda Helton consolidated the data collected during the asset mapping exercise attached to the body of this report.

Visioning produces many ideas: Preschool, satellite churches (Ex. Dalton & Cleveland), a UU Christian group, campus ministry outreach, community garden, intern minister, after school program at UUC for at risk kids.

I am in the middle of training to be a volunteer Chattanooga Police Department Chaplain. The training has been intense but when it is completed, my commitment is to be on call for 24 hours no more than once a month and to ride along with officers 4 hours per month. This arose out of a personal invitation from Chief Fletcher whom I met at a Third Way meeting at Judith Pedersen-Benn's house.

I am impressed with the efforts that Chief Fletcher and the mayor are making to change the systemic root problems that result in gang violence. I believe it will reflect well on UUC to have their minister engaged in the community. Some people, however, have expressed concerns and this should be discussed openly because it will offer insight into the question, "Who do we say we are to ourselves and to the world?"

The CPD Chaplains Association was looking for a volunteer bookkeeper and I asked Beth Terry if she'd be interested. She enthusiastically accepted!

I wrote an article for the Times Free Press that was published on April 6, and it resulted in an invitation to attend a meeting at the Family Justice Center to discuss ways to empower communities in our City to overcome trauma and violence.

We planned a Community event for families at the Bessie Smith Center on June 16th, from 12-4 pm which will bring together individuals, families, groups and communities to provide a learning experience for everyone.

The Family Justice Center has asked to use the forum room all day on June 6 for a Tennessee Promise Initiative. It will be a daylong discussion around providing support, resources, and more to non-traditional and first generation college students.

- B. Covenant and Safe Community Policy.** What are the standards for the relationships we want to have with one another? How shall we respond when behavior violates these standards?

The covenant/communal promise draft that was overwhelmingly supported by the congregation will be submitted for a final vote at the annual meeting. The final covenant will be used on Sunday mornings, in small group ministry, in committee meetings, and in our new member ceremony.

We journey together bound in the interdependent web of all existence. We embrace diversity, own our conflicts, and assume good intentions. When we fail, we begin again in love. Justice and compassion shall be our watchwords and beloved community, our goal.

- C. **Member Engagement.** How do we build a larger core of active members? Are there programming changes that will help? How do we identify and build the next generation of church leaders? How do we build a financial stewardship tradition that will sustain the church?

Completed the 12 session Harvest the Power curriculum on March 30th. The class will be offered again in the fall with some changes to format.

I attended Small Group Ministry Institute in Knoxville along with three other members of UUCC. I attended the membership committee meeting, Lay Pastoral Care Committee, the Transition Team meeting, the DRE, Wendy Sapp, and attended a meeting with Ken Brandenburg regarding making the best possible use of our space.

Another fall offering to engage our young families will be a small group ministry program called *Evensong for Families*. This program is scheduled to begin the second Sunday Sept and continue monthly for eight months. Assisted by the RE Director and others, we will begin at 4 PM for the program followed by a meal.

I met with two members interested in forming a Liberal Christianity discussion group. We will begin studying *Understanding the Bible: An Introduction for Skeptics, Seekers, and Religious Liberals* on Wednesday night, May 18 or 25 depending on the date of the board meeting.

I worked closely with Stewardship Committee selecting theme, designed the kickoff postcard, wrote a message for brochure and used the pulpit to further the message, and I attended two of the three table talks.

We welcomed two new members on Stewardship Kickoff Sunday, March 27th.

Met with two members to plan their memorial service that included an additional meeting with family members at the home.

Supported the Seder Supper, provided a new program and co-led with Lee Solomon.

I invited two new interested visitors to coffee to answer questions and share how they can get involved in the life of the UUCC community. We are meeting tomorrow morning at Niedlows.

- D. **Governance.** How do we extricate our Board of Trustees from the ever-flowing nitty-gritty of ministerial decision making to create time for governance and strategic thinking? How do we develop policies that will make our decision making more consistent?

- Ensure the policy revisions be completed in time for the board to review them before an annual meeting vote.

- Hold a brief forum after church the Sunday after each board meeting to answer questions and listen to congregants.
- Designate time for mission/vision work either in monthly board meeting or schedule a second monthly meeting.
- Schedule four mission and vision workshops with the congregation with the goal revising the mission statement and creating a vision for the future.
- Appoint a long-range planning team
- Evaluate Developmental ministry; how are we doing? What have we done well and what do we need to accomplish next year?

Better Communication. What procedures and habits must we build to make decision making as transparent as possible and build trust within the community? How do we do a better job of telling our story to the larger community?

The newsletter has been well-received and I am still hoping UUCC will be able to add additional services such as website and membership database.

After service board member conversations monthly would be a simple way to achieve the goal of making decision-making transparent and trustworthy.

OUR ASSETS (4/7/16 summary)

Building (10 comments) including beautiful, flexible space, kitchen, rental, debt-free

Choir & music program (4 comments) including strong music director

Congregation/our community (36 comments) including humility, caring, commitment to RE, concern for the good life, creative people, friendly, outgoing, long-time members, open hearts, open-minded, passionate, progressive, reasoning, sages/elders, smart people, kids, warmth, wonderful, spiritual home, dedication to democratic process, involved young families, adaption to change, acceptance, openness, religious diversity, diversity of beliefs

Developmental Minister (4 comments) including lovely and great

Endowment (1)

Forum (7 comments) including nonjudgmental, sustaining and ongoing, wonderful

Grounds/landscaping (10 comments) including 7-acre property and no mortgage, beautiful, beautifully landscaped grounds and garden (mentioned butterfly pizza garden), the landscaping committee, cell tower, solar panels on roof

Harvest the power (1)

History and church legacy (3 comments) including haven for liberal and diverse, civil rights history

Location (10 comments) including visibility from Interstate What if we could have it LIGHTED AT NIGHT?

Staff (3 comments) including two positives regarding Chris (see others with choir/music, developmental minister, and religious education)

Religious Education Program (18 comments) including consistently excellent, cutest kids, great and diverse, increasing numbers, smart youth, more kids than Knoxville church (TVUUC), thriving, wonderful

Religious Education Director – Kay (3 comments) including gifted

Sanctuary (3 comments) including art on the walls, natural light, performance space with great sound

Small group ministry (5 comments)

Social Justice (7 comments) including beacon, community connections, connection to Phillips Temple AME and previously to Pilgrim Congregational

Sunday services (5 comments) including educational, intelligent, insightful, interesting, uplifting, diverse services by minister and lay leaders,

UUA workshops (1)

Volunteers (7 comments) including leaders, lay pastoral team, worship associates, techies, sound, social media presence, dedication, wed/thurs night meals

Welcoming congregation (1), LGBTQIA

Possibilities:

Campus Ministry

Teaching Church/Intern minister from Meadville Lombard

Day Care & sharing our space with the community

After school program for local kids

Multi-sites locations of UUCC @ Cleveland and Dalton and UTC

Board Report – VP Outreach Ministry – April 27, 2015

Social Justice

The Social Justice Committee is sponsoring gatherings showing an educational series of films and discussion on racism in the U.S. and the “Black Lives Matter” movement:

Thursday, April 28th – watch a PBS series “Eyes on the Prize – Then and Now” and a Ted Talk by Clint Smith about “How to Raise a Black Son in American” with discussion to follow.

Thursday, May 27th - “Crash”, a film that tells interlocking stories of whites, blacks, Latinos, Koreans, Iranians, cops and criminals, the rich and the poor, the powerful and powerless, all defined in one way or another by racism. All are victims of it, and all are guilty of it. A discussion will follow.

The Social Justice Committee continues to work on 4 major projects:

1. Welcome Home Hospice - Cooking a dinner for folks at the Welcome Home Hospice on Germantown Rd. We cook on the 1st Friday of the month. We are encouraging members of the congregation to sign up to host one of the dinners at the Social Justice Table or by contacting Judith.
2. Chattanooga Non Violence Partnership – Continue to work with group named The Third Way which includes our minister. We participated in the MLK events in January and are planning a series of events to educate and activate around the issue of non-violence, violence in Chattanooga and gun violence in general.
3. Diversity Issues - Work with other groups to address Diversity Issues: Gay/Lesbian/Transgender; Racism & NAACP; Women’s Freedom of Choice...as these events come up we will be communicating to the members/friends of UUCC.
4. Move to Amend & Growing Inequality - We will be hosting Speakers/Forum/Movies around these issues.

T-Shirts are here, and they are a hit!

More events are being planned for the coming months.

Membership

The Membership Committee organized and hosted a New Member Sunday on March 27th.

Membership Committee Meeting Notes - April 15th, 2016

The Membership Committee met April 15 @ UUCC. Kimberly Mathis (Chair), Susan Kennedy, Marge Pasch, Linda Helton, Linda Park and Cathy Harrington attended the meeting.

Visitor’s Table:

- Marge has offered to check on materials for the visitor’s table and will ask Chris to order more things when needed.
- Susan Kennedy has sent out the link to the UUA website so that committee members can browse brochures to be ordered as needed.
- Chris has been emailed and was asked to remove the line on the visitors’ card asking if they would like a name tag.

New/Prospective Member Dinner:

- We will look at hosting a dinner in late summer/early fall.

Member Interest Survey:

- We went over the survey and cleaned up the questions. We better explained answers and took away redundant choices.
 - We agreed that the survey would be distributed in May.
 - We will need volunteers each Sunday to help pass out surveys and gather them after the service.
 - We will perform analysis on submitted surveys to be presented in June.
 - Kimberly will continue looking for the best way to input data from the surveys
-

Communications

Communications Committee Meeting Notes - April 14th, 2016

The Communications Committee (CC) met April 14 @ UUCC. Anne Cornwell (Chair), tom kunesh, Steve Hollingsworth, and Linda Park attended the meeting.

Black Lives Matter (BLM)

CC discussed the BLM banner that Social Justice (SJ) would like to put up, and how we can be of assistance to the SJ Ctee. CC agreed that we would contact the SJ Ctee and offer our help with messaging and promoting upcoming movies, etc. that the SJ Ctee is sponsoring, as part of their effort to help provide members with background and insight into the BLM movement.

Website

Anne has downloaded with the UUA WordPress template and has learned how to work with its many features. She feels it is well within the CC skills to design and develop a more modern website, and to maintain it. The CC discussed ideas to involve committees, the Board, Cathy and other interested parties in updating and transferring content from the old site to the new one. The thinking is that this would occur over the summer and the new website would be ready to go live in fall.

If the Board approves moving forward, Anne will write up a plan and present it to the Board in May.

To see a "scratch" version of the website, you can visit <http://staging.abcornwell.com/>. Please note: "scratch" means filler content, photos, etc. are being used as we learn about the many features of the

UUA template.

Newsletter

The transition from Wendy Sapp to Anne has gone well. The newsletter for April 14 - 21 was published a day late, due to "reply-to" emails to ORUUC not appearing in their Inbox. ORUUC is investigating what happened to the emails and will have an answer soon.

Committee Expo & Sunday Service

The Comm Ctee would like to, in coordination with other committees and a Sunday service representative, help put on a Committee Expo during a Sunday this summer. We plan to have committee tables, like at an expo, promoting and explaining the committee's work. There could be a mingle and circulate time, and then a brief presentation time. Committee's would have set amount of time to present themselves, answer questions, and listen to other committee presentations. Members and friends attending this service/expo would get introduced to the various committees that help make things happen at UUCC, and perhaps would become interested in volunteering. The next steps are to 1) contact a Sunday service member, 2) contact other committee chairs to find out their level of interest, and 3) secure a Sunday.

Cyber Savvy

The Comm Ctee would like to help members and friends with their tech questions and problems. The Ctee has asked the Forum chair (Chuck Mehan) if Forum is taking a summer hiatus, and if so may we use 4 Sundays to offer this "Cyber Savvy" service. We are hoping for Sundays in July or August.

Long Term Planning

The Comm Ctee has begun talking about long term planning, what it means, and what it will look like. We would expect that one component of long term planning for UUCC overall would be to make the transition from a smaller "everyone knows everyone" semi-informal volunteer system to one that is based on taking a business systems approach where deliverables by committee, roles, and responsibilities are well defined and set out.

Thus, we plan to take that approach and will review our various deliverables and define roles and responsibilities. This will help us as we seek volunteers to flesh out the committee.

We await the development of a mission statement, since we know that our plans and projects should serve that mission statement. However, we have started to discuss reducing the number of tools we use, seeking out tools that offer a multiplicity of forms (for example, a WordPress template for a website that has a WordPress newsletter plugin). We also feel long term that we should develop a strategy of creating content once, and then using it in the many places it should go. This will reduce errors and duplication of effort.

More to come on the topic of long term planning!

Ongoing tasks

- Published the monthly newsletter, Facebook and web site posts for Sunday service
- Attending (tom) Sunday forum meeting(s) to obtain information about upcoming forums

Submitted by Linda Park, April 27, 2016

RE Report for BOT - March, 2016

- Average weekly attendance: 24.
- A total of 25 kids/teens/family from our RE program attended the RE sponsored March 18-20 Civil Rights Trip to Birmingham, Alabama. We visited: 16th Street Baptist Church; Kelly Ingram Park; Birmingham Civil Rights Institute; Negro League Baseball Museum. (And had one heck of a fun "RE family style" dinner at Dreamland Barbecue.)
- Our RE Committee retreat will be held on Saturday, April 30th.
- We're preparing our annual Bridging service, to be held on May 1st, to celebrate our four graduating seniors: Lily Joyner, Greg Kertay, Isabelle McCurdy, and Lauren Solomon.
- Pending her background check, I have interviewed and have a top candidate in mind to replace Kristie McKinley in our nursery.
- DRE will host a "Peacemakers" day camp this coming June (Mon-Fri) for our UU kids ages 5-12.

Unitarian Universalist Church of Chattanooga

Balance Sheet

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Consolidated - March 2016

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		Current Year	Previous Year
ASSETS	1000		
BANK ACCOUNTS AND CASH	1050		
First Volunteer Checking	1110	\$21,551.80	\$46,865.46
First Volunteer Money Mkt	1210	41,602.64	35,324.91
Petty Cash on Hand	1260	0.00	100.00
Subtotal Bank Accounts And Cash	1050	63,154.44	82,290.37
INVESTMENTS	1300		
CD 55291 md 03/28/16	1310	5,796.17	5,787.61
CD 55292 md 03/28/16	1320	5,831.25	5,822.63
CD 56157 md 12/29/15	1330	5,772.56	5,759.77
CD 56159 md 12/29/15	1340	5,772.56	5,759.77
CD 53276 md 03/4/16	1350	20,361.27	20,346.22
Subtotal Investments	1300	43,533.81	43,476.00
TOTAL ASSETS		<u>\$106,688.25</u>	<u>\$125,766.37</u>
LIABILITIES	2000		
CURRENT LIABILITIES	2010		
TAXES PAYABLE	2205		
Federal Withholding	2215	\$149.00	-\$208.50
Social Security	2217	330.12	631.54
Medicare	2219	77.20	64.08
OfficeDepot CreditCard	2245	-52.56	0.00
OTHER DEDUCTIONS	2250		
Health Insurance Withheld	2270	79.46	-111.29
Subtotal Taxes Payable	2205	583.22	375.83
PASS THRU CONTRIBUTIONS	2300		
GA Expense Acct	2306		
Poinsettias	2308	47.00	0.00
Share the Plate	2320	340.87	640.87
Very Temporary	2350	174.11	10,403.44
Subtotal Pass Thru Contributions	2300	561.98	11,044.31
OTHER CURRENT LIABILITIES	2400		
Building Use Deposits	2410	50.00	50.00
Prepaid Pledges Next FY	2415	4,450.00	6,900.00
Solar Panels	2420-001	0.00	1,516.78
WUTC	2520-001	2,852.80	3,740.80
Subtotal Other Current Liabilities	2400	7,352.80	12,207.58

Unitarian Universalist Church of Chattanooga

Balance Sheet

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Consolidated - March 2016

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		Current Year	Previous Year
Subtotal Current Liabilities	2010	8,498.00	23,627.72
TOTAL LIABILITIES		8,498.00	23,627.72
NET ASSETS	3000		
UNRESTRICTED	3100		
Unrestricted Net Assets	3110	\$32,312.02	\$35,980.72
TEMPORARILY RESTRICTED	3201		
Building Reserve Fund	3210-102	19,158.78	7,029.70
Church of God Rent	3218-001	30,000.00	26,000.00
Endowment Holding	3220-104	130.13	130.13
Energy Efficiency	3221-103	1,804.67	0.00
Equipment Reserve Fund	3222-102	3,054.29	3,329.27
Flower Fund	3230-106	8.00	8.00
Green Initiatives	3233-002	0.00	287.89
Landscaping Reserve	3236-002	260.07	0.00
Growth Initiatives	3238-009	6,515.26	6,515.26
Min. Search/Sabbatical	3245-109	1,544.55	2,193.12
Music Enhancement Fund	3250-110	1,374.54	1,374.54
Passover Seder	3255-111	265.08	310.94
REfurbish	3268	312.81	3,474.67
Restricted Gifts RE	3270-114	0.00	838.95
Restricted Lewis Prop Tax	3271-120	6.72	199.36
Restricted Investment	3275-115	0.00	12,129.08
Sage-ing Workshop	3278	0.00	872.00
Social Justice	3279-003	399.51	396.20
Staff Christmas Bonus	3280-116	0.00	40.00
YRE Fundraisers	3290-118	668.32	668.32
Teen Fundraising	3293-119	360.50	360.50
ALL FUNDRAISING	3631-399		
Fundraiser T shirts	3631-440	15.00	0.00
Subtotal Temporarily Restricted	3201	65,878.23	66,157.93
TOTAL FUND BALANCE		98,190.25	102,138.65
TOTAL LIABILITIES AND FUND BALANCE		\$106,688.25	\$125,766.37

Unitarian Universalist Church of Chattanooga
Income and Expense Statement
Consolidated - March 2016

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		Current Period	Year to Date	YTD Prior Year	Year to Date Budget	YTD Budget Percentage	Annual Budget	Annual Budget Percentage
INCOME	4000							
UNRESTRICTED	4020							
Pledges - Current FY	4030	\$11,330.00	\$142,190.62	\$127,759.52	\$132,081.75	107.65%	\$176,109.00	80.74%
Pledges - Prior FY	4040	0.00	1,352.00	1,280.00	1,500.03	90.13%	2,000.00	67.60%
Sunday Offertory	4050	297.95	4,269.61	4,627.76	4,500.00	94.88%	6,000.00	71.16%
Subtotal Unrestricted	4020	11,627.95	147,812.23	133,667.28	138,081.78	107.05%	184,109.00	80.29%
Budgeted		11,627.95	147,812.23	0.00	138,081.78	107.05%	184,109.00	80.29%
Non-Budgeted		0.00						
GIFT INCOME	4051							
Gifts	4051-400	0.00	141.84	335.00	375.03	37.82%	500.00	28.37%
Gifts In Memoriam	4051-410	0.00	0.00	1,260.00	375.03	0.00%	500.00	0.00%
Subtotal Gift Income	4051	0.00	141.84	1,595.00	750.06	18.91%	1,000.00	14.18%
Budgeted		0.00	141.84	0.00	750.06	18.91%	1,000.00	14.18%
Non-Budgeted		0.00						
INCOME ALL FUNDRAISERS	4100							
Fundraiser Income	4100-400	50.00	297.50	690.94	749.97	39.67%	1,000.00	29.75%
Income-Sage-ing Wkshp	4100-440	0.00	10.00	0.00	0.00	0.00%	0.00	0.00%
Subtotal Income All Fundraisers	4100	50.00	307.50	690.94	749.97	41.00%	1,000.00	30.75%
Budgeted		50.00	307.50	0.00	749.97	41.00%	1,000.00	30.75%
Non-Budgeted		0.00						
INTEREST INCOME	4500							
Banking Interest	4510	0.68	4.39	6.63	6.75	65.04%	9.00	48.78%
Savings Acct Interest	4512	5.30	50.27	39.66	74.97	67.05%	100.00	50.27%
Endowment CD Interest	4515	12.11	114.45	155.52	112.50	101.73%	150.00	76.30%
Regular CD Interest	4520	0.00	32.18	38.65	93.78	34.31%	125.00	25.74%
Subtotal Interest Income	4500	18.09	201.29	240.46	288.00	69.89%	384.00	52.42%
Budgeted		18.09	201.29	0.00	288.00	69.89%	384.00	52.42%
Non-Budgeted		0.00						
MISCELLANEOUS INCOME	4600							
Hospitality Income	4610	0.00	0.00	184.79	262.53	0.00%	350.00	0.00%
Miscellaneous Income	4620	0.00	3.06	5.00	0.00	0.00%	0.00	0.00%
Photocopy Income	4621	0.00	13.00	16.55	9.00	144.44%	12.00	108.33%
Subtotal Miscellaneous Income	4600	0.00	16.06	206.34	271.53	5.91%	362.00	4.44%
Budgeted		0.00	16.06	0.00	271.53	5.91%	362.00	4.44%

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<i>Non-Budgeted</i>		0.00						
RENTS AND LEASES	4700							
Cell Tower Income	4703-005	1,256.78	13,135.46	11,548.35	11,047.50	118.90%	14,730.00	89.17%
Bridge Club	4704	32.00	188.00	138.00	112.50	167.11%	150.00	125.33%
Chions	4707	0.00	90.00	99.00	112.50	80.00%	150.00	60.00%
Church of God	4708	0.00	0.00	0.00	18,749.97	0.00%	25,000.00	0.00%
India Society	4710	0.00	0.00	200.00	450.00	0.00%	600.00	0.00%
Special Rentals	4711	0.00	750.00	401.00	375.03	199.98%	500.00	150.00%
Wedding/Comm Ceremony	4721	0.00	0.00	0.00	112.50	0.00%	150.00	0.00%
Subtotal Rents And Leases	4700	1,288.78	14,163.46	12,386.35	30,960.00	45.75%	41,280.00	34.31%
<i>Budgeted</i>		1,288.78	14,163.46	0.00	30,960.00	45.75%	41,280.00	34.31%
<i>Non-Budgeted</i>		0.00						
TOTAL INCOME		12,984.82	162,642.38	148,786.37	171,101.34	95.06%	228,135.00	71.29%
<i>Budgeted</i>		12,984.82	162,642.38	0.00	171,101.34	95.06%	228,135.00	71.29%
<i>Non-Budgeted</i>		0.00						
EXPENSES	5000							
PERSONNEL EXPENSES	5010							
INTERIM MINISTER	5070							
Salary/Wages-IntMin	5071-001	\$0.00	\$0.00	\$1,632.17	\$0.00	0.00%	\$0.00	0.00%
Employer Taxes-IntMin	5072-002							
FICA-IntMin	5073-002	0.00	0.00	112.50	0.00	0.00%	0.00	0.00%
Life Ins-IntMin	5074-002	0.00	0.00	75.51	0.00	0.00%	0.00	0.00%
Health Insurance-IntMin	5075-005	0.00	0.00	643.87	0.00	0.00%	0.00	0.00%
Housing-IntMin	5077-007	0.00	0.00	1,437.50	0.00	0.00%	0.00	0.00%
Professional Exp-IntMin	5078-007	0.00	0.00	307.53	0.00	0.00%	0.00	0.00%
Retirement-IntMin	5079-008	0.00	0.00	310.48	0.00	0.00%	0.00	0.00%
Subtotal Interim Minister	5070	0.00	0.00	4,519.56	0.00	0.00%	0.00	0.00%
<i>Budgeted</i>		0.00	0.00	0.00	0.00	0.00%	0.00	0.00%
<i>Non-Budgeted</i>		0.00						
DIRECTOR OF MUSIC	5080							
Salary/Wages-DirMusic	5081-001	827.66	7,448.94	7,232.22	7,449.03	100.00%	9,932.00	75.00%
Employer Taxes-DirMus	5082-002							
FICA-DirMus	5083-002	51.32	461.88	463.71	461.97	99.98%	616.00	74.98%
Medicare-DirMus	5084-002	12.00	108.00	108.53	108.00	100.00%	144.00	75.00%

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Subtotal Employer Taxes-dirmus	5082-002	63.32	569.88	572.24	569.97	99.98%	760.00	74.98%
Budgeted		63.32	569.88	0.00	569.97	99.98%	760.00	74.98%
Non-Budgeted		0.00						
Subtotal Director Of Music	5080	890.98	8,018.82	7,804.46	8,019.00	100.00%	10,692.00	75.00%
Budgeted		890.98	8,018.82	0.00	8,019.00	100.00%	10,692.00	75.00%
Non-Budgeted		0.00						
DIR RELIGIOUS EDUCATION	5090							
Salary/Wages-DRE	5091-001	2,005.76	18,051.84	12,267.72	18,051.75	100.00%	24,069.00	75.00%
Employer Taxes-DRE	5092-002							
FICA-DRE	5093-002	139.86	1,180.33	776.02	1,118.97	105.48%	1,492.00	79.11%
Medicare-DRE	5094-002	32.70	275.99	181.43	261.72	105.45%	349.00	79.08%
Subtotal Employer Taxes-dre	5092-002	172.56	1,456.32	957.45	1,380.69	105.48%	1,841.00	79.10%
Budgeted		172.56	1,456.32	0.00	1,380.69	105.48%	1,841.00	79.10%
Non-Budgeted		0.00						
Supplemental wages-DRE	5095-005	250.00	2,250.00	2,386.33	2,250.00	100.00%	3,000.00	75.00%
PROF. EXPENSES--DRE	5098-008	0.00	179.00	1,145.15	1,805.22	9.92%	2,407.00	7.44%
Retirement DRE	5099	200.58	1,805.22	1,090.64	1,805.22	100.00%	2,407.00	75.00%
Subtotal Dir Religious Education	5090	2,628.90	23,742.38	17,847.29	25,292.88	93.87%	33,724.00	70.40%
Budgeted		2,628.90	23,742.38	0.00	25,292.88	93.87%	33,724.00	70.40%
Non-Budgeted		0.00						
ADMINISTRATOR	5150							
Salary/Wages-Admin	5151-001	1,752.16	15,769.44	15,310.44	15,769.53	100.00%	21,026.00	75.00%
Employer Taxes-Admin	5152-002							
FICA-Admin	5153-002	127.84	1,049.95	964.65	978.03	107.35%	1,304.00	80.52%
Medicare-Admin	5154-002	29.90	245.51	225.53	227.25	108.04%	303.00	81.03%
Subtotal Employer Taxes-admin	5152-002	157.74	1,295.46	1,190.18	1,205.28	107.48%	1,607.00	80.61%
Budgeted		157.74	1,295.46	0.00	1,205.28	107.48%	1,607.00	80.61%
Non-Budgeted		0.00						
Supplemental wages-Admin	5155-005	309.62	2,786.58	2,775.96	2,790.00	99.88%	3,720.00	74.91%
PROF EXPENSES--ADM	5159-009	26.27	292.92	374.94	375.03	78.11%	500.00	58.58%
Retirement -Admin	5170-001	175.17	1,576.53	1,530.72	1,576.53	100.00%	2,102.00	75.00%
Subtotal Administrator	5150	2,420.96	21,720.93	21,182.24	21,716.37	100.02%	28,955.00	75.02%

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<i>Budgeted</i>		2,420.96	21,720.93	0.00	21,716.37	100.02%	28,955.00	75.02%
<i>Non-Budgeted</i>		0.00						
NURSERY	5200							
Salary/Wages-Nursery	5201-001	216.88	2,301.51	2,170.52	4,799.97	47.95%	6,400.00	35.96%
Employer Taxes-Nursery	5202-002							
FICA-Nursery	5203-002	13.45	171.88	165.21	297.72	57.73%	397.00	43.29%
Medicare-Nursery	5204-002	3.15	40.24	38.67	69.75	57.69%	93.00	43.27%
Subtotal Employer Taxes-nursery	5202-002	16.60	212.12	203.88	367.47	57.72%	490.00	43.29%
<i>Budgeted</i>		16.60	212.12	0.00	367.47	57.72%	490.00	43.29%
<i>Non-Budgeted</i>		0.00						
Nursery Contract Labor	5299-001	50.00	480.00	270.00	0.00	0.00%	0.00	0.00%
Subtotal Nursery	5200	283.48	2,993.63	2,644.40	5,167.44	57.93%	6,890.00	43.45%
<i>Budgeted</i>		283.48	2,993.63	0.00	5,167.44	57.93%	6,890.00	43.45%
<i>Non-Budgeted</i>		0.00						
DEVELOPMENTAL MINISTER	5400							
Salary/Wages DevMin	5401	2,399.00	21,591.00	17,010.00	21,591.00	100.00%	28,788.00	75.00%
FICA-DevMin	5403	329.92	2,969.28	2,522.25	2,969.28	100.00%	3,959.00	75.00%
Life Ins-DevMin	5404	75.88	607.04	303.52	772.47	78.58%	1,030.00	58.94%
Health Insurance-DevMin	5405	321.93	3,833.84	2,539.65	6,148.53	62.35%	8,198.00	46.77%
Housing DevMin	5407	2,000.00	18,000.00	15,000.00	18,000.00	100.00%	24,000.00	75.00%
Professional Exp-DevMin	5408	40.00	2,892.60	3,987.98	3,959.28	73.06%	5,279.00	54.79%
Retirement DevMin	5409	439.92	3,959.28	3,202.85	3,959.28	100.00%	5,279.00	75.00%
Subtotal Developmental Minister	5400	5,606.65	53,853.04	44,566.25	57,399.84	93.82%	76,533.00	70.37%
<i>Budgeted</i>		5,606.65	53,853.04	0.00	57,399.84	93.82%	76,533.00	70.37%
<i>Non-Budgeted</i>		0.00						
Subtotal Personnel Expenses	5010	11,830.97	110,328.80	98,564.20	117,595.53	93.82%	156,794.00	70.37%
<i>Budgeted</i>		11,830.97	110,328.80	0.00	117,595.53	93.82%	156,794.00	70.37%
<i>Non-Budgeted</i>		0.00						
BOARD/PROGRAM EXPENSES	6000							
BOARD EXPENSES	6001							
BOT Retreat & Quart.	6002	0.00	535.04	1,079.02	749.97	71.34%	1,000.00	53.50%
Leadership Development	6010	0.00	97.64	108.00	2,378.97	4.10%	3,172.00	3.08%
Minister Search/Sabbatic	6050	0.00	0.00	0.00	187.47	0.00%	250.00	0.00%

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Subtotal Board Expenses	6001	0.00	632.68	1,187.02	3,316.41	19.08%	4,422.00	14.31%
Budgeted		0.00	632.68	0.00	3,316.41	19.08%	4,422.00	14.31%
Non-Budgeted		0.00						
PROGRAMS	6100							
Art on the Walls	6105	29.40	124.59	52.41	150.03	83.04%	200.00	62.30%
Caring Committee	6110	125.74	175.73	109.96	187.47	93.74%	250.00	70.29%
Coffee Hour Expense	6120	38.58	574.38	323.47	524.97	109.41%	700.00	82.05%
Denominational Affairs	6125	0.00	0.00	0.00	749.97	0.00%	1,000.00	0.00%
Fellowship-General	6130	0.00	0.00	226.98	375.03	0.00%	500.00	0.00%
Lay Pastoral Care	6145	0.00	655.94	0.00	762.03	86.08%	1,016.00	64.56%
Membership Expense	6150	0.00	461.11	131.11	637.47	72.33%	850.00	54.25%
Music Program	6155	9.49	605.86	988.00	749.97	80.78%	1,000.00	60.59%
Small Group Ministry	6165	0.00	423.67	542.39	787.50	53.80%	1,050.00	40.35%
Social Justice	6167	615.37	1,234.98	314.70	1,119.78	110.29%	1,493.00	82.72%
Worship Programs Exp	6170	0.00	905.29	748.12	1,575.00	57.48%	2,100.00	43.11%
Subtotal Programs	6100	818.58	5,161.55	3,437.14	7,619.22	67.74%	10,159.00	50.81%
Budgeted		818.58	5,161.55	0.00	7,619.22	67.74%	10,159.00	50.81%
Non-Budgeted		0.00						
RELIGIOUS EDUCATION	6200							
Adult RE	6210	71.00	130.94	182.59	600.03	21.82%	800.00	16.37%
RE Youth	6220	1,031.77	3,928.60	2,957.53	4,143.78	94.81%	5,525.00	71.11%
Subtotal Religious Education	6200	1,102.77	4,059.54	3,140.12	4,743.81	85.58%	6,325.00	64.18%
Budgeted		1,102.77	4,059.54	0.00	4,743.81	85.58%	6,325.00	64.18%
Non-Budgeted		0.00						
Subtotal Board/program Expenses	6000	1,921.35	9,853.77	7,764.28	15,679.44	62.85%	20,906.00	47.13%
Budgeted		1,921.35	9,853.77	0.00	15,679.44	62.85%	20,906.00	47.13%
Non-Budgeted		0.00						
OPERATIONS	6300							
FACILITIES	6301							
Exterminating	6315	70.00	385.00	350.00	337.50	114.07%	450.00	85.56%
Repairs/Maint-Facilities	6325	62.37	1,009.78	351.33	1,199.97	84.15%	1,600.00	63.11%
Safety & Enhancement	6330	0.00	619.97	675.58	3,750.03	16.53%	5,000.00	12.40%
Security Management	6335	0.00	450.00	450.00	675.00	66.67%	900.00	50.00%
Supplies-Building	6340	0.00	319.42	370.16	375.03	85.17%	500.00	63.88%

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Trash Services	6350	97.49	877.41	991.76	1,023.75	85.71%	1,365.00	64.28%
Subtotal Facilities	6301	229.86	3,661.58	3,188.83	7,361.28	49.74%	9,815.00	37.31%
Budgeted		229.86	3,661.58	0.00	7,361.28	49.74%	9,815.00	37.31%
Non-Budgeted		0.00						
GROUNDS	6370							
Landscaping	6371	51.70	98.01	492.72	749.97	13.07%	1,000.00	9.80%
Lawn Care	6372	0.00	0.00	0.00	1,500.03	0.00%	2,000.00	0.00%
Subtotal Grounds	6370	51.70	98.01	492.72	2,250.00	4.36%	3,000.00	3.27%
Budgeted		51.70	98.01	0.00	2,250.00	4.36%	3,000.00	3.27%
Non-Budgeted		0.00						
OFFICE EXPENSES	6400							
Copier Maintenance	6410	0.00	795.00	795.00	637.47	124.71%	850.00	93.53%
Office Equipment	6420	0.00	0.00	0.00	191.25	0.00%	255.00	0.00%
Postage	6440	0.00	295.64	297.79	247.50	119.45%	330.00	89.59%
Supplies-Office	6460	0.00	287.31	364.83	524.97	54.73%	700.00	41.04%
Subtotal Office Expenses	6400	0.00	1,377.95	1,457.62	1,601.19	86.06%	2,135.00	64.54%
Budgeted		0.00	1,377.95	0.00	1,601.19	86.06%	2,135.00	64.54%
Non-Budgeted		0.00						
OPERATIONS - GENERAL	6500							
Bank Charges	6505	-3.49	0.00	0.00	0.00	0.00%	0.00	0.00%
Communications/Advertis	6507	24.54	753.51	298.27	749.97	100.47%	1,000.00	75.35%
Computer Services/Website	6509	0.00	137.35	137.35	524.97	26.16%	700.00	19.62%
Contingency Expense	6510	0.00	47.79	0.00	187.47	25.49%	250.00	19.12%
Green Initiatives Expense	6515	0.00	0.00	0.00	18.72	0.00%	25.00	0.00%
Insurance-Bldg/Liability	6525	0.00	4,075.00	4,053.00	4,366.00	93.33%	4,366.00	93.33%
Janitorial Service	6530	300.00	2,625.00	2,625.00	2,999.97	87.50%	4,000.00	65.63%
Classroom Equip&Maintain	6533	0.00	0.00	0.00	37.53	0.00%	50.00	0.00%
Supplies/Altar-Decoration	6541	0.00	200.00	29.98	150.03	133.31%	200.00	100.00%
Utilities Expense	6580							
Electricity	6581	303.85	4,049.25	2,760.65	4,500.00	89.98%	6,000.00	67.49%
Gas	6582	249.21	898.60	1,398.76	1,350.00	66.56%	1,800.00	49.92%
Internet Service/Phone	6583	128.75	1,158.75	1,120.93	1,154.97	100.33%	1,540.00	75.24%
Water	6585	44.76	670.47	676.22	1,275.03	52.58%	1,700.00	39.44%
Subtotal Utilities Expense	6580	726.57	6,777.07	5,956.56	8,280.00	81.85%	11,040.00	61.39%
Budgeted		726.57	6,777.07	0.00	8,280.00	81.85%	11,040.00	61.39%

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<i>Non-Budgeted</i>		0.00						
Subtotal Operations - General	6500	1,047.62	14,615.72	13,100.16	17,314.66	84.41%	21,631.00	67.57%
<i>Budgeted</i>		1,051.11	14,615.72	0.00	17,314.66	84.41%	21,631.00	67.57%
<i>Non-Budgeted</i>		-3.49						
STEWARDSHIP	6700							
Stewardship--Fellowship	6701	35.22	110.22	99.99	749.97	14.70%	1,000.00	11.02%
Stewardship--supplies	6705	0.00	75.97	0.00	150.03	50.64%	200.00	37.99%
Subtotal Stewardship	6700	35.22	186.19	99.99	900.00	20.69%	1,200.00	15.52%
<i>Budgeted</i>		35.22	186.19	0.00	900.00	20.69%	1,200.00	15.52%
<i>Non-Budgeted</i>		0.00						
Subtotal Operations	6300	1,364.40	19,939.45	18,339.32	29,427.13	67.76%	37,781.00	52.78%
<i>Budgeted</i>		1,367.89	19,939.45	0.00	29,427.13	67.76%	37,781.00	52.78%
<i>Non-Budgeted</i>		-3.49						
DENOMINATIONAL EXPENSES	7000							
G.I.F.T Program	7020	1,283.00	10,264.00	8,099.20	9,625.50	106.63%	12,834.00	79.98%
TOTAL EXPENSES		16,399.72	150,386.02	132,767.00	172,327.60	87.27%	228,315.00	65.87%
<i>Budgeted</i>		16,403.21	150,386.02	0.00	172,327.60	87.27%	228,315.00	65.87%
<i>Non-Budgeted</i>		-3.49						
EXCESS INCOME/EXPENSES		<u>-3,414.90</u>	<u>\$12,256.36</u>	<u>\$16,019.37</u>	<u>-\$1,226.26</u>	<u>-999.49%</u>	<u>-\$180.00</u>	<u>-6,809.09%</u>
<i>Budgeted</i>		-3,418.39	12,256.36	0.00	-1,226.26	-999.49%	-180.00	-6,809.09%
<i>Non-Budgeted</i>		3.49						