

# UUCS 2019 Annual Meeting Handout

The UUCS 2019 Annual Congregational Meeting will held on **Sunday, May 19** following the 10:30 am service.

## Agenda:

- Election of Board Directors and Officers
- Election of a Nominating Committee member
- Voting on the 2019-20 annual congregational budget
- Voting on any resolutions proposed by the congregation with signatures from 10% of the voting body

## ~ Slate of Candidates ~

### Nominations – Board Candidates 2019

The Nominating Committee presented the following list of candidates for Board positions for the 2019-2020 Congregational Year.

- **Chair: Benjahmin Boschee** (1 year term)



I have been a member of UUCS since 2013 and belonged to the Corvallis UU for several years before that while pursuing a degree in Environmental Science at Oregon State University. During my time here at UUCS I have been on several teams including the Facilities team, the Worship team and Resource Center. I am also currently serving as the President of the Salem Covenant of Unitarian Universalist Pagans as well as currently finishing my second year as a member of the board. During my time on the board of UUCS I have contributed to the ongoing work on our policies and the board approved strategic plan.

My religious history is that I was raised Lutheran (WELS) until middle school when I began to learn about other religions. I have been a UU for many years now and first learned about UU when I started attending the UU Campus Ministry at Oregon State University, where I majored in Environmental Science. I eventually joined the UU Fellowship of Corvallis. I have been a member of UUCS now for several years. I am currently a part of the Worship team, the Salem Covenant of Unitarian Universalist Pagans, and the Welcoming Congregations team.

- **Vice Chair: Christine Ertl** (1 year term)



I have been attending UUCS since 1993 and joined in 1994. I became active in the RE program initially, and both my children went through the program, right up through Bridging. Most recently I've been serving on the Intern Minister Committee and the Safer Congregations Committee and have been singing in the choir. I joined the board last year and am impressed with the passion and skill of the members and have learned already so much about the inner workings of our congregation. I would like to serve as Vice Chair as we move to the next chapter, integrating new office staff and following a few potential new programs.

- **Secretary: Beth Ann Huffine** (1 year term)



I grew up in Chicago and moved to Salem after college and have lived here for 30 years. I have a son in college and work as a librarian.

I started attending UUCS in 2015 or 2016 and became a member in 2017. I am a host at UUCS on the 4th Sundays and am enjoying participating in a Connections Group for a third year.

- **Past Chair: Lynn Cardiff** (1 year term)

Lynn has served as Board Chair the last 2 years.

- **Director Seat #1: Jerry Nathan** (2 year term)



I am a retired psychologist. Jo and I have been members of this congregation since 1995. It is part of my support system. My biggest contribution (if that's the right word) has been singing in the choir. I served on the original "personnel committee" until my wife decided it was time to get serious. I was a long-time member of the committee on the ministry, also a group facilitator, and a past member of the board. (It's probably been long enough ago for me to return.)

- **Director Seat #2: Steve Owens** (nominated to complete term, 1 year remains)



I am currently semi-retired and now working part time for Linn County General Services. In the past I've worked at Willamette University, leaving there in 2004 as the Maintenance Supervisor for the campus and meeting the needs of the infrastructure for approximately 1.3 million square feet of building space.

Tracy Boyle and I then moved east. After spending 10 years at St. Anthony Community Hospital as Facilities Supervisor, I retired and we moved back to Oregon. I have been on the Board of Directors of the condominium association where we lived in Pennsylvania and on the boards of two non-profit organizations here in Oregon.

At this church I have been on the Facilities Committee and worked with the Building Committee with the construction of Hanneman Hall. I believe my experiences give me some perspectives that could help enhance our church and its long-range goals.

- **Director Seat #3: Robin LaMonte** (2 year term)



I come from a religious background. My parents were missionaries in the Kodiak Island region of Alaska. I sang in church choirs, and in high school and college choirs. After college, however, I was engaged in family and work activities and did not have time to sing for over 30 years. I knew that in retirement I wanted to be part of a faith community and to sing again. My friends Kay and Phil Cogswell suggested I check out UUCS, and I joined UUCS in the summer of 2010.

I was born in McMinnville, Oregon where my father was completing his undergraduate degree at Linfield. We moved to Alaska after my father completed his doctorate in theology. I came back to Oregon to attend the U of O, and stayed after graduation to work first for the Lane County Judicial Department and later the Legislative Fiscal Office. I have been in Salem since 1990.

I am involved in several volunteer activities including the Willamette Humane Society and the Willamette Valley Hospice. I am training my dog, Mo, as a hospice therapy dog. I sing with Festival Chorale Oregon, and am part of a book club. I am involved at UUCS with the Microfinance Committee, the Music Committee, the Finance Team and I sing with the church choir.

When I find time I like to travel. I've been to Peru with the Microfinance team and plan to travel with them to Nicaragua in the near future. I make frequent trips to Europe to visit my younger son and family in Belgium. I also travel to Colorado to visit my older son and family. I have two grand kids in Colorado and one in Belgium.

- **Director Seat #5: Jack Tally** (2 year term)



For over 20 years, I have been a member of various UU congregations. The first church was in upstate New York. The membership was rather small. My wife Anna, a fellow UU member, was interested in finding a spiritual home for our two children. The second church in Vermont had a classic New England feel about it. We made many friends at that church and enjoy staying in contact with them. When we moved to Salem we promptly started attending UUCS. Since then, I have facilitated two "Connections" groups. Once a month you can see me at the front door greeting service attendees with a smile and warm welcome in my duty as host.

This year is special: My wife and I are celebrating our 30th anniversary. We are proud parents of a daughter, Jillian and son, Ian. They went to college out here, loved it, and were convinced we would love it as well. Our family has always been outdoor adventurers. All through their childhood our family

would be camping, rock climbing, hiking and traveling to amazing destinations. Adventure is still a major part of our lives.

My professional background includes cooking, mental health outreach and ski school coach. My BA was in Transpersonal Psychology as I was fascinated with psycho-spiritual development and in particular, Eastern psychology. As I came to the end of my coursework my focus turned to adult transformative learning, as well as creative problem solving (ask me to facilitate a brainstorming group). I am currently in my dream job as a Navigator and group facilitator for reentry clients. The work is challenging but highly rewarding.

**Returning Board Members** not requiring a vote this year:

- **Treasurer: John Prohodsky** (3 yr. term, 1 year remains)
- **Director Seat #4:** Julie Warnke (1 year remains)
- **Director Seat #6:** Janet Stevens (1 year remains)

**Retiring from Board**

- **Gloria Holland**
- **Cherryl Ramirez**

## ~ Proposed Resolutions ~

No resolutions have been proposed.

## ~ Proposed Budget ~

### 2019-20 Budget Proposed by the Board of Directors

<b>Revenue</b>	<b>2019-20 Budget</b>
Sunday Plate Offering (Share the Plate 45% Since 12/13)	\$ 6,000.00
Non member contributions	\$ 8,000.00
Current Year Operating Fund Pledges - Net	\$ 306,806.00
Income from Grants	
Pledges from Prior Year	\$ 1,700.00
Fundraising Income	\$ 4,000.00
Transfer for Youth Coordinator	
One Time Rollover, Souper Sunday, Fellowship, Coffee Funds	
Net Building Rental	\$ 15,000.00
Investment Income (Operating Fund Share)	\$ -
Intern Minister Grant	
Other Funds	
GLOB Prior year duplication of income & Bank Rec adj. allocate income over budget	
<b>Total budgeted income</b>	<b>\$ 341,506.00</b>
In Kind Gifts	
Total Income	
<b>Expenditures</b>	
<b>Total Minister and staff expense</b>	<b>\$ 231,428.45</b>
<b>Administration</b>	
Bookkeeping Service (Contract)	\$ 10,400.00
Admin - Office Supplies	\$ 800.00
Dues & Subscriptions (includes 450 QB Payroll update)	\$ 1,850.00
Electronic payment/bank Service Charges	\$ 300.00
Office Main. (Equipment Etc)	\$ 400.00
Replacement of Computer Equipment	\$ 200.00
Miscellaneous Expense (Incl Bkkpr in 2012-13)	
Board Expenses	\$ 500.00
Admin - Pstg	\$ 900.00
Copies & Printing	\$ 3,200.00
Copy Machine Lease	\$ 4,580.00
Child Care	
PNWD dues	\$ -
UUA dues	\$ 17,241.00
Volunteer Development	\$ 300.00
Insurance	\$ 5,400.00
Background checks	\$ 300.00
<b>Total Admin Exp</b>	<b>\$ 46,371.00</b>

<b>Facilities</b>	
Janitorial Services	\$ 4,600.00
Paper, plastics, cleaners and Janitorial Consumables	\$ 500.00
Kitchen Services (Laundry, Cleaning)	
Internet Service	\$ 1,000.00
Telephone & Fax	\$ 1,700.00
Electricity	\$ 5,000.00
Solid Waste / Recycle (renamed from Garbage)	\$ 930.00
Gas	\$ 3,200.00
Equipment Replacement-kitchen,bldg	
Landscape Expense	\$ 3,630.00
Splinter free woodchips for playground	\$ 800.00
Maintenance - General Facilities	\$ 13,000.00
Water/Septic Test	\$ 1,250.00
Alarm System Monitor	\$ 1,200.00
Kitchen, Coffee and Souper Sunday - Food Consumables	
Smoke Detector Testing	\$ 1,000.00
Back Flow Prevention	\$ -
Maintenance - Kitchen Equipment - Dishwasher, Refrigerator...	\$ 700.00
Art Maintenance	\$ 300.00
Audio video Maintenance	\$ 500.00
Archives	
<b>Total Facilities Team</b>	<b>\$ 39,310.00</b>
<b>Religious Exploration</b>	
RE Adm	\$ 300.00
RE Curricula	\$ 500.00
RE Supplies	\$ 1,500.00
RE Professional Expense	\$ -
RE Special Activies	\$ 1,250.00
RE Training and Development	\$ 800.00
<b>Total RE Team</b>	<b>\$ 4,350.00</b>
<b>Fundraising</b>	
Fellowship	
Sunday coffee services	\$ 900.00
Fundraising or Event Initiation Funds	\$ 500.00
Electronic payment / bank service charges	\$ 100.00
<b>Total Fundraising Team</b>	<b>\$ 1,500.00</b>
<b>Social Action</b>	
Social Action-Outreach	\$ 100.00
Paid Memberships -	\$ 100.00
Family Promise (SIHN) Expenses	\$ 200.00
Contributions to Family Promise (SIHN)	\$ 600.00
<b>Total Social Action Team</b>	<b>\$ 1,000.00</b>

<b>Chalice Circle Players</b>	
Drama	
Dance	
<b>Total Performing Arts Team</b>	
<b>Communications</b>	
Advertising	\$ 2,000.00
Other Expenses	\$ 200.00
Emailing Service	\$ -
(Facebook) Electronic Advertising	\$ -
Web hosting	\$ 170.00
<b>Total Communications Team</b>	<b>\$ 2,370.00</b>
<b>Worship Team (formerly CAT)</b>	
Sunday Services-Honoraria	\$ 5,100.00
CAT Team Supplies	\$ 250.00
Soul Matters subscription	\$ 350.00
Music Committee Expense (including pianist)	
<b>Worship Team</b>	<b>\$ 5,700.00</b>
<b>Music Team</b>	
Substitute Pianist	\$ 200.00
Music Supplies	\$ 750.00
Piano Tuning	\$ 625.00
Guest Musicians	\$ 300.00
<b>Total Music Team</b>	<b>\$ 1,875.00</b>
<b>Membership</b>	
Membership/Newcomers Team	\$ 1,000.00
Fellowship	\$ 100.00
Team Council/Shared Ministry dinner	\$ 100.00
<b>Total Membership</b>	<b>\$ 1,200.00</b>
<b>Other Teams</b>	
Finance Team/Canvass	\$ 400.00
Lifelines Lay Ministry Exp	\$ 100.00
<b>Total Other Budgeted Teams</b>	<b>\$ 500.00</b>
<b>TOTAL ALL TEAMS</b>	<b>\$ 57,805.00</b>
Contingency	\$ 5,901.55
<b>Total Actual Expense (minister, staff, admin, teams and contingency)</b>	<b>\$ 341,506.00</b>
Excess (Deficit) Income over Expense	\$ -

## Explanation of Budget from the Treasurer

The Budget recommended by the Board of Directors for 2019-20 is \$341,506 which is a \$12,220 (3.7%) increase from 2018-19.

### Income

Income from pledges (\$306,806) in next year's proposed budget is 8% more than this year's budget (\$283,786). Pledge income is 90% of our budget. Experience has shown that we have been too optimistic about the income from fundraising and building rental and budget income from them have been reduced. Income from pledges from prior years has been reduced to match historical trends. The Finance Committee decided to remove investment income from the proposed budget. Figure 1, Non-pledge income, below, compares this year's and next year's proposed budgets non-pledge income.

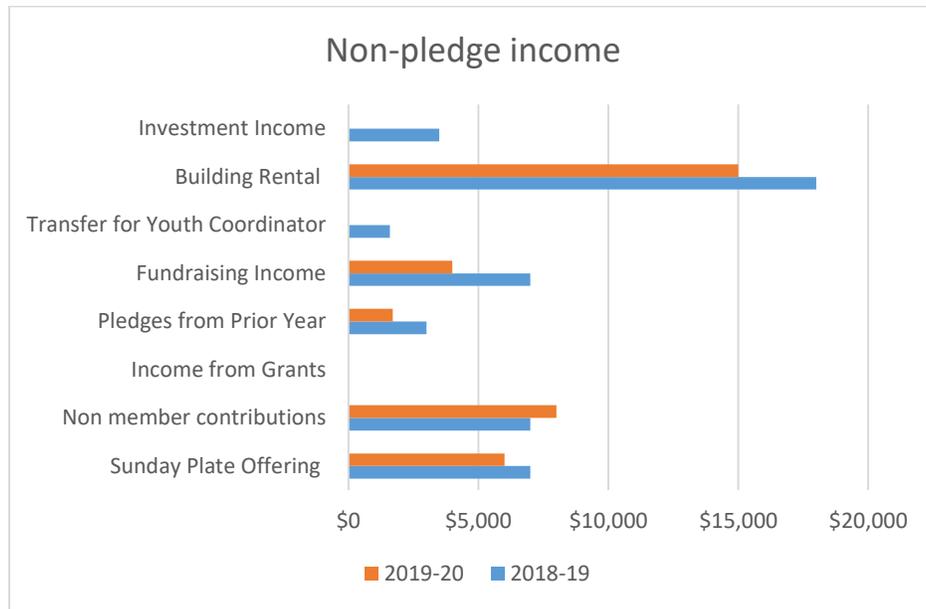


Figure 1 – Non-pledge income

### Expenses

The biggest change in expenditures from this year's budget to next year's proposed budget is in minister and staff salaries. As directed by a vote at the 2018 Annual Meeting, compensation for the minister and staff was increased by \$10,204 over what was budgeted in 2018-19. This year there was a Cost of Living Adjustment (COLA) of 1.8% which increased compensation by \$924. This increase was offset by a \$2111 reduction in compensation due to not having to pay toward a pension for a new office manager.

Changes to non-personnel expense are shown in Figure 2.



Figure 2 – Non-personnel expense

Administration expenses are reduced because UUA dues have declined. The facilities budget increases by \$3700, which includes an additional \$2800 for maintenance, \$250 for cleaning supplies, \$250 for smoke detector testing and \$400 for alarm monitoring. Fundraising expenditures were reduced by \$600 because we are anticipating fewer fundraising activities. The Communications budget was reduced by \$630 because there will be less print advertising. With the demise of Salem Weekly we lost our primary print advertising channel. The Membership budget was reduced by \$500 as the food cost for the Building Sacred Ground class was not as much as expected. The contingency fund was increased by \$2537 to cover unforeseen expenses such as unbudgeted building maintenance expenditures.

The big budget expense picture is below in Figure 3 – Team focused budget. Figure 3 shows the categories that we allocate funds to.

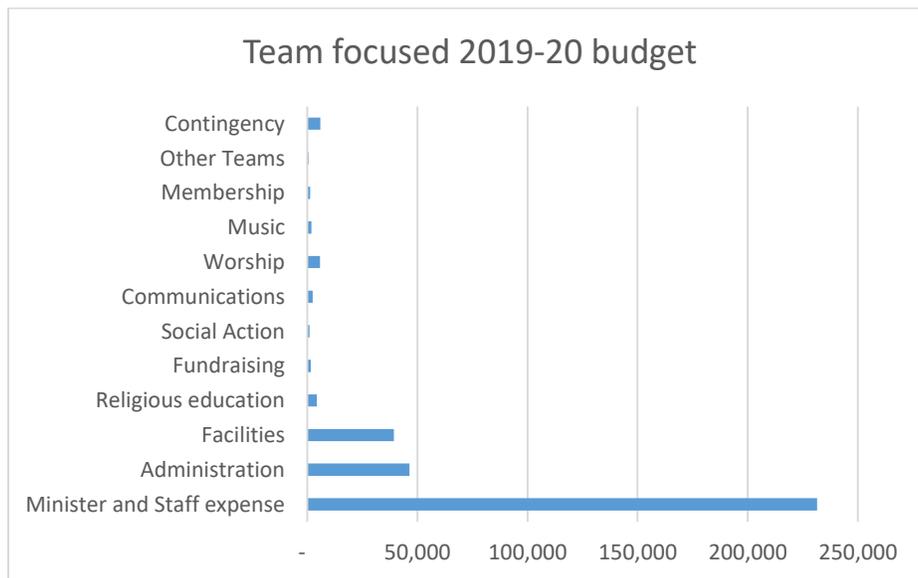


Figure 3 – Team focused 2019-20 budget

**The Functional Budget**

The budget funds four primary areas: ministry expense, overhead, non-ministry program expense and contingencies as shown in Figure 4, Budget Perspective. This is a functional budget.

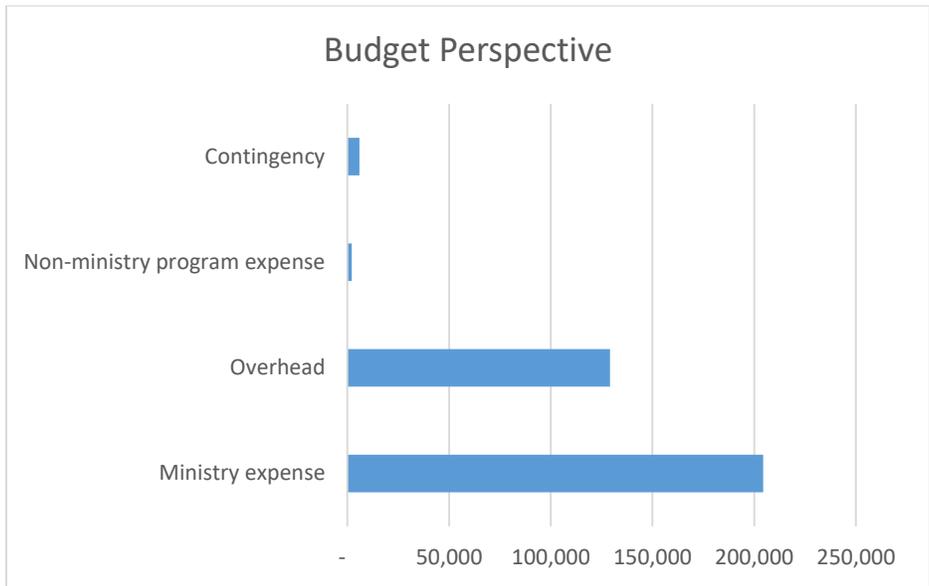


Figure 4 – Budget Perspective

Ministry expense includes the minister and worship team, RE and music programs. These teams support the minister and his efforts to provide spiritual guidance to our congregation. Figure 5, Ministry expense breakdown, shows the relative expenses of the ministry and supporting programs. The spiritual program includes worship expenses such as honorarium for guest ministers.

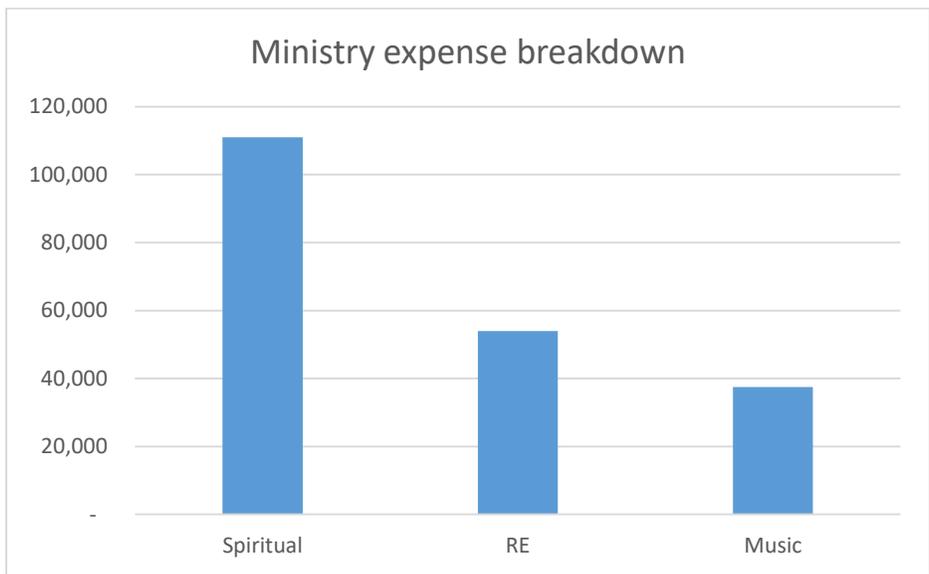


Figure 5 -Ministry expense breakdown

Overhead is administration, facilities, fundraising, communications and canvassing for pledges. We have two non-ministry programs, Social Action and Membership, As we move from a pastoral church to a programmatic church the number of non-ministry programs and expense should increase.

~John Prohodsky, UUCS Treasurer