

Minutes
Annual Congregational Meeting (in person and via Zoom) Bellingham Unitarian Fellowship
May 21, 2023

PROVISIONALLY APPROVED

Board Members Attending: Murray Bennett (VZ), Drew Betz, Daria Haynes (**President**), Alex Gilman (**Vice President**), Henry Ohana, Sarah Pearson, Lew Phinney, John Stewart (VZ), Paul Beckel (Ex-Officio).

VZ=Via Zoom

Board Members (excused): Sky Hedman (**Treasurer, Ex-Officio**)

Also present:

Minutes by Drew Betz, Acting Secretary.

Quorum confirmed, with at least 50 members accounted for based 50 attending in person, the total of exceeds the minimum of 20% of membership (46 members) required.

- Call to order 12:09 pm and Land Acknowledgment: Daria Haynes
- Chalice lighting and opening words, Drew Betz.
- **Proposed meeting procedural changes**, for this meeting only (full text appended below)
 - Michael Berres moved that we accept proposed meeting changes.
 - Mark Allyn seconded.
 - Zoom poll utilized for online attendees voting, with acknowledgement of the limitations (such as phone-in attendees not being accounted for). In-person attendees voted by hand-raise. However, the votes for Approval were unanimous, overcoming any such limitations. **Motion passed.**
- **Presented minutes from May 15, 2022 Annual Congregational Meeting** for approval (appended below)
 - Henry Ohana moved that we approve minutes as presented.
 - Mark Allyn seconded.
 - There were no questions or comments.
 - Minutes were included in online and paper ballots, to be voted on after meeting concluded.
 - **Motion Passed**
- **Annual Report:** Daria Haynes (Annual Report appended below) provided an overview of notable issues and accomplishments for the year, focusing on five areas: Challenges of returning in a post-Covid era, current celebrations of congregational life, some examples of Social and Environmental Justice activities, the new policy on fiscal sponsorship, financial stewardship and challenges for the future.
- **Board of Trustees election:** Annie Sorich (Nominating Committee Chair)

The process of selecting nominees began in January with consultation with the Board for their perceived needs, brainstorming within the committee and

discussions with members of the congregation. Nominees are all very experienced in governance at BUF.

Nominees are:

Three-year term

- Stephanie Sarver
- Lin Skavdahl
- Beth Nyblade

Two-year Term

- John Stewart
- David Curley moved that we accept the slate of nominees
- Barbara Gilday seconded.
- Approval of nominees were included in online and paper ballots, to be voted on after meeting concluded.
- **Slate approved.**
- Thank you to departing Board members (Murray Bennett, Henry Ohana and Sarah Pearson) and to Sky Hedman, departing ex-officio member and Treasurer.
- **Nominating Committee Election.** Annie Sorich, Committee Chair presented the following: Several members are staying on (but they need to be voted in every year, so they are on the ballot). Nominees are:
 - Patricia Conover
 - David Curley
 - Naomi Gary
 - Rod Haynes
 - Annie Sorich
- Judy Kasper moved that we accept the slate of nominees
- Jan Cavitt seconded.
- Approval of nominees were included in online and paper ballots, to be voted on after meeting concluded.
- **Slate approved.**
- Thank you to retiring Nominating Committee members Ann Lackland and Karen Nuckles-Flinn.
- Daria Haynes reiterated thanks to retiring Board members Murray Bennett, Henry Ohana and Sarah Pearson, Sky Hedman, Treasurer, and retiring Nominating Committee members.
- **Presentation of Proposed Budget (and Discussion)** - Sky Hedman, Treasurer.
 - The complete proposed 2023-2024 budget had been presented ahead of the meeting, so it was not presented in full during the meeting. Sky presented an overview of the budget preparation process, details of BUF's current financial situation in the current budget year, and the

assumptions that were made when planning ahead for the next budget year.

- Steffany Raynes moved that we adopt proposed Annual Operating Budget as presented.
- Jane deBrock seconded.
- There was no discussion at the time but a clarification came at the end of the meeting for three members who missed the opportunity to speak.
- Approval of the budget was included in online and paper ballots, to be voted on after meeting concluded.
- **Budget approved.**
- **Discussion about chairs in the Sanctuary** – Daria Haynes facilitated
 - Introduction: Daria gave a history of the how the chairs had been selected for paddle call and a bit about the funds received, both at the Auction and prior to the auction in the form of a gift.
 - A lively debate ensued about the pews and the chairs and nothing was resolved except the encouragement of members to participate in the advisory vote. The two questions to which answers were sought were:
 - Should we eventually replace all of the pews in the sanctuary with chairs?
 - How many of the chairs we purchase should have arms?
- Instructions for online voting for Zoom participants (or call-in voting) - ballot will be active/open until 3:25 pm
- Closing reading (Daria Haynes)

Meeting adjourned at 1:26 pm.

Ballot Results from Voting: *(certified by Drew Betz, Acting Secretary, on May 21, 2023)*

- Proposed meeting procedural changes -- **Approved**
- May 15, 2022 Annual Congregational Meeting - **Approved**
- Proposed Budget for 2023/2023 – **Approved**
- Board of Trustees – **Approved (All)**
 - Stephanie Sarver
 - Lin Skavdahl
 - Beth Nyblade
 - John Stewart (2-year term)
- Nominating Committee – **Approved (All)**
 - Patricia Conover
 - David Curley
 - Naomi Gary
 - Rod Haynes

- Annie Sorich
- Advisory Votes on Purchase of Chairs
 - Should we eventually replace all of the pews with chairs?
 - If you plan to sit in a chair, would you prefer it to have arms?

Note on the discrepancy between the quorum count and the later ballot count:

Once quorum had been established, we stopped counting attendees. The number of attendees reported as constituting the quorum (58) was expected to be exceeded by the number of votes cast at the end of the meeting (96). (See full ballot results appended).

Attachments:

- Proposed meeting procedural changes (Congregational Meeting Slides)
- Minutes from May 15 2022 Annual Congregational Meeting (without attachments)
- Annual Report
- Proposed Budget for 2023/2024
- Ballot Results

**2023 – 2024 BUF Annual Congregational Meeting
May 21, 2023**

Call To Order



**2023 – 2024 BUF Annual Congregational Meeting
May 21, 2023**

Proposed Meeting Procedures

- **Our Annual Meetings are to be conducted in accordance with Robert's Rules of Order.**
- **This meeting is in person and via Zoom which presents challenges.**
- **We need to adopt a set of rules to be followed for the remainder of the meeting.**

**2023 – 2024 BUF Annual Congregational Meeting
May 21, 2023**

Proposed Meeting Procedures

- **Zoom participants with questions or comments should type their name (not their question) into Chat indicating that they wish to speak.**
- **The Chat moderator will recognize the participant and invite them to speak.**

**2023 – 2024 BUF Annual Congregational Meeting
May 21, 2023**

Proposed Meeting Procedures

- **Questions and comments from in-person participants will come from the floor.**
- **All speakers will be limited to two minutes.**

**2023 – 2024 BUF Annual Congregational Meeting
May 21, 2023**

Proposed Meeting Procedures

Votes on all items will be:

- **By paper ballot for in-person participants**
- **Via an electronic form for Zoom participants**
- **By phone for those who do not have internet access**

**2023 – 2024 BUF Annual Congregational Meeting
May 21, 2023**

Proposed Meeting Procedures

- **For in-person participants, voting will be by paper ballot at the conclusion of the meeting**
- **For Zoom participants, voting will be permitted during a 30 minute window immediately following the meeting adjournment**

**2023 – 2024 BUF Annual Congregational Meeting
May 21, 2023**

Proposed Meeting Procedures

- **Do we have a motion to accept the proposed procedures? If so, please stand and state your name.**
- **Do we have a second? If so, please stand and state your name.**
- **Is there any discussion?**
- **Please raise your hand if you are in agreement with these procedures.**

**2023 – 2024 BUF Annual Congregational Meeting
May 21, 2023**

Proposed Meeting Procedures

- **Voting results will be communicated via BUF News and the Midweek update.**

Minutes
Annual Congregational Meeting (in person and via Zoom) Bellingham Unitarian Fellowship
May 15, 2022

Board Members Attending: Drew Betz (**Vice-President**), Daria Haynes, Alex Gilman, Henry Ohana (VZ), Sarah Pearson, Lew Phinney (VZ), John Stewart (**Secretary**), Melissa Swift (VZ), Paul Beckel (Ex-Officio)

VZ=Via Zoom

Board Members Absent (excused):

Also present: Sky Hedman (**Treasurer**)

Minutes by John Stewart, Secretary.

Quorum confirmed, with at least 20 members accounted for based on chat-window check-ins and 38 attending in person, the total of which (58) exceeds the minimum of 20% of membership (49 members) required.

- Call to order 12:02 pm – Drew Betz
- Chalice lighting and opening words, Drew Betz.
- **Proposed meeting procedural changes**, for this meeting only (full text appended below)
 - Cleo Richard moved that we accept proposed meeting changes.
 - Marty Villa-Lovoz seconded.
 - Q&A, discussion period
 - Zoom poll utilized for online attendees voting, with acknowledgement of the limitations (such as phone-in attendees not being accounted for). In-person attendees voted by hand-raise. However, the votes for Approval were unanimous, overcoming any such limitations. **Motion passed.**
- **Presented minutes from July 18, 2021 Special Congregational Meeting** for approval (appended below)
 - Heather Higgins moved that we approve minutes as presented.
 - Frank McDonald seconded.
 - There were no questions or comments.
 - Minutes were included in online and paper ballots, to be voted on after meeting concluded.
- **Annual Report:** Drew Betz (Annual Report appended below) provided an overview of notable issues and accomplishments for the year, focusing on four areas: COVID, leadership challenges, building repairs and security issues, and relationships.
- **Presentation on resolution process changes to be proposed:** (copy of presentation appended below) Melissa Swift presented an overview of proposed changes in the resolution process which have been worked on for several years

and which include changes to the process for presenting and amending resolutions and introduces ranked-choice voting.

- Information sessions and discussion opportunities to come
- Special Congregational Meeting likely to consider proposal

- **Board of Trustees election:** Annie Sorich (Nominating Committee Chair)

The process of selecting nominees began in January with consultation with the Board for their perceived needs, brainstorming within the committee and discussions with members of the congregation. A suggestion to look “in the corners” in the congregation for candidates was followed, however it was a challenging year to find candidates in the wake of the virtual meetings and the COVID closure. Nominees are all very experienced in governance at BUF.

Nominees are:

- Murray Bennett
- Lew Phinney
- Jim Reimer

- Frank McDonald moved that we accept the slate of nominees
- Cleo Richard seconded.
- Approval of nominees were included in online and paper ballots, to be voted on after meeting concluded.
- Thank you to departing Board member (Melissa)

- **Nominating Committee Election.** Several members are staying on (but they need to be voted in every year, so they are on the ballot). Nominees are:

- Annie Sorich
- Ann Lackland
- David Curley
- Karen Nuckles-Flinn
- Naomi Gary

- Frank McDonald moved that we accept the slate of nominees
- Richard Kasper seconded.
- Approval of nominees were included in online and paper ballots, to be voted on after meeting concluded.
- Thank yous to retiring Nominating Committee members (Barbara Gilday and Jeff Copeland)

- Drew Betz reiterated thanks to retiring Board member Melissa Swift and retiring Nominating Committee members Barbara Gilday and Jeff Copeland

- **Presentation of Proposed Budget (and Discussion)** - Sky Hedman, Treasurer.

- The complete proposed 2022-2023 budget had been presented ahead of the meeting, so it was not presented in full during the meeting. Sky presented an overview of the budget and provided details of how the pandemic had affected BUF’s financial situation in the current budget year, and the assumptions that were made when planning ahead for the next budget year.

- Melanie Rieck moved that we adopt proposed Annual Operating Budget as presented.
- Barbara Gilday seconded.
- Q&A, discussion period
- Approval of the budget was included in online and paper ballots, to be voted on after meeting concluded.
- **Presentation of Kitchen Upgrades (and Discussion) - Sky Hedman, Treasurer.**
 - Sky presented a proposal to replace the existing dishwasher at a total cost of \$19,645 plus applicable taxes.
 - Carl Nyblade moved to approve the proposal to upgrade the kitchen facility, including replacing the dishwasher, repairing the floor and walls for a total cost not to exceed \$19,645, plus applicable sales taxes.
 - Genia Allen-Schmid seconded.
 - Q&A, discussion period.
 - Approval of the Kitchen Upgrades was included in online and paper ballots, to be voted on after meeting concluded.
- **Proposed Bylaw Amendments (and Discussion) – John Stewart, Secretary.**
 - John presented 6 proposed amendments to bylaws, intended to mostly clean up errors or bring the bring the bylaws into alignment with current practice. One amendment permits Board trustees to serve two complete terms instead of just one. This work was led by Lew Phinney on what has become the new Governance Committee.

Amendment 1: ARTICLE III.

Proposed Text: This Fellowship shall be a member of the Unitarian Universalist Association ~~and the Pacific Northwest District.~~

Amendment 2: ARTICLE XIII

Proposed Text: Upon its dissolution or final liquidation, the net assets of the Bellingham Unitarian Fellowship shall be distributed to the Unitarian Universalist Association ~~of Churches and Fellowships in North America~~, a not-for-profit organization which is tax exempt under Section 501(c)(3) of the U.S. Internal Revenue Code.

Amendment 3: ARTICLE V, Section 7, Minutes, last sentence.

Proposed Text: At the next congregational meeting they will be approved or ~~amended~~ **corrected**.

Amendment 4: ARTICLE VII, Section 3, Board Meetings, first sentence.

Proposed Text: The Board shall hold ~~at least eight regular~~ monthly meetings ~~each year~~.

Amendment 5: ARTICLE IX, Section 3, the section title.

Proposed Text: Article IX; Section 3: ~~Election~~ **Call** of a Minister:

Amendment 6: ARTICLE VI, Section 1, second sentence.
Proposed Text: Term of office shall be three years ~~and a Trustee who has served a complete term is not eligible to serve a succeeding term~~ but no trustee may serve more than two consecutive complete terms.

- Heather Higgins moved that we approve the proposed Bylaw Amendments with separate voting on each proposed Bylaw change.
 - Mike Betz seconded.
 - Q&A, discussion period
 - Approval of the Bylaw Amendments was included in online and paper ballots, to be voted on after meeting concluded.
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- Instructions for online voting for Zoom participants (or call-in voting) - ballot will be active/open until 3:25 pm
 - Closing reading (Drew Betz)

Meeting adjourned at 1:15 pm.

Ballot Results from Voting: *(certified by John Stewart, Secretary, on May 15, 2022)*

- Proposed meeting procedural changes -- **Approved**
- Minutes from July 18 2021 Special Congregational Meeting - **Approved**
- Proposed Budget for 2021/2022 – **Approved**
- Proposed Kitchen Upgrade – **Approved**
- Board of Trustees – **Approved (All)**
 - Murray Bennett
 - Jim Reimer
 - Lew Phinney
- Nominating Committee – **Approved (All)**
 - Annie Sorich
 - Ann Lackland
 - David Curley
 - Karen Nuckles-Flinn
 - Naomi Gary
- Proposed Bylaw Amendments – **Approved (All)**

Note on the discrepancy between the quorum count and the later ballot count:
Once quorum had been established, we stopped counting attendees. The number of attendees reported as constituting the quorum (58) was expected to be exceeded by the number of votes cast at the end of the meeting (96). (See full ballot results appended).

Attachments:

- Proposed meeting procedural changes
- Minutes from July 18 2021 Special Congregational Meeting (without attachments)
- Annual Report
- Resolutions Process at BUF
- Proposed Budget for 2021/2022
- Proposed Kitchen Upgrade
- Proposed Bylaw Amendments
- Ballot Results

Annual Report to the Congregation

May 21, 2023

Prepared by Daria Haynes, President

LAND ACKNOWLEDGEMENT

We acknowledge that this land is the traditional territory of the Lummi and Nooksack Peoples. Their presence is imbued in these mountains, valleys, waterways, and shorelines. May we nurture our relationship with our Coast Salish neighbors, and the shared responsibilities to their homelands where we all reside today.

ANNUAL REPORT

The past year has been noteworthy in many respects. It has now been over 3 years since the World Health Organization declared COVID-19 a global pandemic. Although many aspects of life have returned to pre-pandemic days, we have all been impacted by COVID. This is true for each of us individually as well as for organizations of which we are a part, including BUF.

Last fall, we reopened fully with no COVID restrictions, while still offering a virtual option, which allows people from around the world to enjoy our services. We are fortunate to have a wide variety of interesting and inspirational services, led by Paul, our members and outside speakers. And we enjoy an outstanding music program, led by Kevin.

Our Children's RE program resumed under Genia's leadership and we are once again singing as our little ones are escorted upstairs to their classrooms. We resumed coffee hour after services and host a potluck approximately once a month. We resumed our Wednesday night dinner program, changing the name from Community Night Dinner to BUF Night In and simplifying the menu to encourage more people to volunteer to help. Our Chalice Circles and Book Clubs resumed in person meetings. We hosted spring and fall Women's Retreats, changing the format from a weekend getaway to a one day event. And we had a fun and successful in-person auction that raised \$20,000 plus a paddle call that raised \$9,000 to purchase chairs for the sanctuary.

Our membership has ebbed and flowed and currently stands at about 230 members, just slightly less than in pre-COVID days. A number of our beloved members have passed away or relocated, but we have regularly seen many new faces – both young and old – in the last year. We welcome each one to our BUF family.

We have made improvements to our building, including the installation of a new dishwasher, which was approved at our last annual Congregational meeting. And we completed the installation of a security system, which was installed in response to several break-ins.

However, BUF extends far beyond us and our building. Several notable accomplishments in the last year include the following.

Our Refugee Action Team helped resettle two Syrian refugee families securing housing, jobs and schooling. Although there were challenges along the way, the families have integrated well into life in the PNW. They have connected with other Arabic speaking people and have even learned to swim.

Our Black Lives Matter Action team dedicated a memorial bench and a tree at Fouts Park across the street to remind us of the murder of George Floyd and the many lives lost to systemic racism.

We put together a fiscal sponsorship agreement to support Pacific Northwest Plateful, an organization founded by a woman of color that provides meals for those in need. A fiscal sponsorship agreement allows a non-profit organization to sponsor an organization that is working to obtain its own non-profit status.

Under this type of arrangement, the sponsored organization is able to receive tax exempt contributions. Significant time and effort was put into this project as the agreement is a complex legal document. If not done properly, legal and tax problems can result. PNW Plateful has now received their own tax exempt status and we have an excellent framework in place to support other organizations in the future that may need this type of assistance.

Much of the work done by the Board centers on financial stewardship so that we can ensure that BUF can continue to thrive. We had a series of fortunate financial events occur in the past year that have allowed us to balance our budget. When we initially put together our budget for the coming year, we fell short and were unable to come up with a balanced budget.

We sent out an appeal for additional support, which resulted in additional pledges from many members as well as an anonymous donation of \$50,000. We thank this donor for their generosity. We used about half of this \$50,000 to achieve a balanced budget including increases for staff salaries, with the remainder set aside to be used as needed in the future.

Our budget for next year includes one final COVID related Employee Retention Credit of \$27,000.

We also were able to add about \$25,000 to our endowment fund as a result of the recent sale of the house next door on I Street. A former member had owned a small interest in that home which was willed to BUF.

We cannot count on similar fortuitous circumstances to occur regularly in the coming years. So we do expect challenges as we move forward in our "New Normal" world.

However, I have faith in this community and believe that we have the ability to continue to thrive. Many thanks to all of you for all that you bring to BUF and for all that you do to support BUF's mission.

I will close with this. We hold open the door to welcome the multitudes who may yet enter, we set the pace, teach by example, and encourage growth, sustaining a spirit of abundance and a connection to the greater good.

I will now turn it over to Annie Sorich, who will present this year's Board candidates as well as the candidates for the Nominating Committee.

CLOSING WORDS

Many thanks to my fellow Board members, Kathy Wahto and Walt Ellis for their assistance with this meeting.

We extinguish this flame but not the light of truth, the warmth of community, or the fire of commitment. These we carry in our hearts until we are together again.

Bellingham Unitarian Fellowship		
2023-24 Budget		
July 2023 - June 2024		
	Summary	
	Projected	Current Fiscal Year
	2023-2024	2022-2023
Income		
Total FINANCING	\$4,570	\$200
Total FACILITIES	\$39,100	\$31,900
Total PROGRAMS	\$33,767	NA
Total STEWARDSHIP INCOME	\$418,403	\$359,985
Gross Profit	\$495,840	\$392,108
Expenses		
Total ADMINISTRATIVE EXPENSES	\$16,669	\$15,398
Total FACILITIES	\$33,152	\$27,027
Total PROGRAM EXPENSES	\$53,429	NA
Total UTILITIES / BUILDING SERVICES	\$31,376	\$29,022
Total STAFFING EXPENSE	\$308,143	\$296,230
Total STEWARDSHIP EXPENSES	\$29,032	\$27,495
Total RESERVES	\$14,320	\$6,025
Total Expenses	\$486,121	\$451,828
Net Operating Income	\$9,720	\$9,094
Mortgage Equity Payment	\$9,720	\$9,273
Total	-\$0	-\$179

Bellingham Unitarian Fellowship								
2023-24 Budget			Category Detail					
July 2023 - June 2024								
	Next Fiscal Year	Current Fiscal Year (Projected)	Change from Current Year					
	2023-2024	2022-2023	\$					
Income								
FINANCING								
Interest Income	\$4,570	\$379	\$4,191					
Total FINANCING	\$4,570	\$379	\$4,191					
OPERATIONS INCOME								
FACILITIES								
Rental of Building	\$39,100	\$27,592	\$11,509					
Total FACILITIES	\$39,100	\$27,592	\$11,509					
PROGRAMS								
Choir Income	\$1,420	\$1,426	-\$6					
CND & Coffee Hour	\$3,750	\$2,691	\$1,059					
LLL INCOME								
LLL - OWL income	\$1,700	\$1,779	-\$79					
Total LLL INCOME	\$1,700	\$1,689	\$11					
Retreat, Women's	\$0	\$379	-\$379					
SEJC INCOME								
Refugee Resettlement Revenue	\$0	\$0	\$0					
SEJC - Fairtrade Coffee Sales	\$2,135	\$2,212	-\$77					
SEJC - Family Promise	\$0	\$25	-\$25					
SEJC - General	\$1,650	\$6,950	-\$5,300					
SEJC - Special Collections	\$23,112	\$26,443	-\$3,331					
Total SEJC INCOME	\$26,897	\$39,095	-\$12,198					
Total PROGRAMS	\$33,767	\$45,280	-\$11,513					
Total OPERATIONS INCOME	\$72,867	\$70,583	\$2,284					
STEWARDSHIP INCOME								
DONATIONS								
Cash Donations and Misc.	\$490	\$1,444	-\$954					
Non-Pledge / Friends Donations	\$17,295	\$25,434	-\$8,139					
Pledge Income	\$314,368	\$317,984	-\$3,616					
RE Gift	\$9,780	\$12,660	-\$2,880					
Major Donor's Fund	\$23,820	0	\$23,820					
Total DONATIONS	\$365,753	\$357,522	\$8,231					
FUNDRAISING								
Auction – MayFaire, Rummage sale Income	\$25,400	\$29,056	-\$3,656					
Covid Grants & Income	\$27,250	\$7,712	\$19,538					

Total FUNDRAISING	\$52,650	\$36,768	\$15,882			
Total STEWARDSHIP INCOME	\$418,403	\$394,290	\$24,114			
Total Income	\$495,840	\$460,922	\$34,919			
GROSS PROFIT	\$495,840	\$460,922	\$34,919			
Expenses						
OPERATIONAL EXPENSES						
ADMINISTRATIVE EXPENSES						
External Review	\$0	\$366	-\$366			
IT - Equipment	\$1,775	\$1,806	-\$31			
IT - Software/Subscriptions	\$4,900	\$4,346	\$554			
Office / Administrative	\$2,400	\$2,899	-\$499			
Service Charges & Fees	\$1,965	\$2,518	-\$553			
Telephone	\$5,479	\$5,038	\$440			
Volunteer Appreciation	\$150	\$163	-\$13			
Total ADMINISTRATIVE EXPENSES	\$16,669	\$17,135	-\$466			
FACILITIES			\$0			
Building Maintenance & Repairs	\$14,275	\$11,683	\$2,592	5,000 extra for list of operating projects. Current y		
Insurance - Bldg/Liability Expe	\$8,160	\$7,387	\$773	actual has 3,000 unbudgeted expense		
Mortgage Interest	\$10,212	\$10,781	-\$569			
Permits, Licenses	\$505	\$205	\$300			
Total FACILITIES	\$33,152	\$30,056	\$3,096	10% of budgeted exp		
PROGRAM EXPENSES			\$0			
Choir	\$3,570	\$3,972	-\$402			
CND & Coffee Hour	\$2,510	\$2,880	-\$370			
LLL - Childcare Contractors	\$1,895	\$2,047	-\$152			
LLL EXPENSE			\$0			
LLL - OWL	\$530	\$703	-\$173			
LLL - RE General	\$3,900	\$3,035	\$865			
LLL T&D Beloved Community	\$2,000		\$2,000	Beloved Community training and development		
Total LLL EXPENSE	\$7,430	\$3,738	\$3,692			
Membership / Hospitality	\$215	\$216	-\$1			
Retreat , All-Church	\$900	\$928	-\$28			
Retreat, Women's	\$80	\$76	\$4			
SEJC EXPENSES			\$0			
SEJC - BLM	\$275	\$471	-\$196			
SEJC - Fairtrade Coffee	\$1,531	\$939	\$592			
SEJC - NACC	\$200	\$200	\$0			
SEJC - Spec Coll Dispersments	\$23,221	\$22,064	\$1,157			
SEJC Expense - General	\$1,670	\$1,370	\$300			
SEJC Refugee Resettlement Expen	\$0	\$232	-\$232			

Total SEJC EXPENSES	\$26,897	\$25,276	\$1,621			
Staff Professional Expenses						
Prof Expense - Community Min	\$263	\$263	\$0			
Prof Expense - DLL	\$2,460	\$2,260	\$200			
Prof Expense - Minister	\$2,409	\$2,409	\$0			
Prof Expense - Music Director	\$1,000	\$1,000	\$0			
Total Staff Professional Expenses	\$6,132	\$5,932	\$200			
Participation in GA	\$1,000	\$1,886	-\$886	Beloved Community allocation moved to LLL		
Worship Arts	\$3,800	\$2,000	\$1,800			
Total PROGRAM EXPENSES	\$53,429	\$48,951	\$4,478			
UTILITIES / BUILDING SERVICES						
Custodial -Supplies	\$990	\$999	-\$9			
Custodial Contractors	\$9,250	\$5,219	\$4,031	custodial, full year of utility rates		
Electricity	\$9,255	\$9,061	\$193			
Elevator	\$1,026	\$1,539	-\$513			
Garbage/Recycling	\$2,400	\$2,732	-\$332			
Gas	\$2,990	\$2,851	\$139			
Security Monitor/ Requird Tests	\$1,350	\$1,483	-\$133			
Water/Sewer	\$4,116	\$4,405	-\$289			
Total UTILITIES / BUILDING SERVICES	\$31,376	\$28,289	\$3,087			
Total OPERATIONAL EXPENSES	\$134,626	\$124,431	\$10,195			
STAFFING EXPENSE						
Admin Salary & PTO	\$63,889	\$54,999	\$8,890	\$7249 training for new employee + 3% raise (\$56,64		
AV Tech	\$6,350	\$4,814	\$1,536			
Benefits						
Health Insurance Supp	\$12,564	\$12,564	\$0			
LTD Payroll Expense	\$2,082	\$2,082	\$0			
Pension Payroll Expense	\$19,228	\$21,000	-\$1,772			
Total Benefits	\$33,873	\$35,645	-\$1,772			
Bookkeeper						
Building Steward	\$6,125	\$5,807	\$318			
Director of Lifelong Learning	\$50,424	\$48,960	\$1,464			
Keyboard Artist I/Choral Assist	\$7,080	\$7,233	-\$153			
Keyboard Artist II	\$5,168	\$5,193	-\$25			
Minister Salary & Housing	\$91,272	\$88,608	\$2,664			
Music Director	\$26,520	\$25,751	\$769			
Payroll Taxes			\$0			
Medicare Expense	\$2,251	\$2,249	\$2			
Paid Family Medical Leave	\$327	\$347	-\$20			
Social Security Expense	\$9,944	\$9,597	\$347			
State of WA L&I Expense	\$2,520	\$2,389	\$131			
Total Payroll Taxes	\$15,042	\$14,583	\$459			
RE Assistant	\$0	\$0	\$0			
Taize Leadership	\$2,400	\$2,400	\$0			

Total STAFFING EXPENSE	\$308,143	\$293,994	\$14,150	3% admin,music,re, min.,music 1		
STEWARDSHIP EXPENSES						
Denominational Dues						
UUA Dues	\$24,382	\$26,047	-\$1,665			
Total Denominational Dues	\$24,382	\$26,047	-\$1,665			
Stewardship Fundraising Expense						
Auction – MayFaire Expense, Canvas kickoff Expense	\$4,493	\$900	\$3,593			
Total Stewardship Fundraising Expense	\$4,650	\$1,332	\$3,318			
Total STEWARDSHIP EXPENSES	\$29,032	\$27,379	\$1,653			
Reserves-Emergency	\$4,420	\$0	\$4,420			
Reserves-Sabbatical	\$1,500	\$0	\$1,500			
Reserves-Building	\$8,400	\$0	\$8,400			
Total Reserves	\$14,320	\$6,025	\$8,295	2023-2024 all 3 reserves for 12 months.		
				Previous year: end of year contribution not		
				originally budgeted		
TOTAL EXPENSES	\$486,121	\$451,828	\$34,293			
Net Operating Income (Profit – Expense)	\$9,720	\$9,094	\$626			
Other Non-oper uses- Mortgage prin	\$9,720	\$9,273	\$447			
BUDGET + Mortgage Principal	-\$0	-\$179				
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Monthly Detail

Bellingham Unitarian Fellowship													
2023-24 Budget													
Monthly Detail													
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Income													
FINANCING													0.00
Interest Income	1,113	15	15	1,113	15	15	1,113	15	15	1,113	15	15	4,570
Total FINANCING	1,113	15	15	1,113	15	15	1,113	15	15	1,113	15	15	4,570
OPERATIONS INCOME													-
FACILITIES													-
Rental of Building	600	1,000	3,100	3,100	4,000	5,000	3,100	4,500	3,200	2,900	5,000	3,600	39,100
Total FACILITIES	600	1,000	3,100	3,100	4,000	5,000	3,100	4,500	3,200	2,900	5,000	3,600	39,100
PROGRAMS													-
Choir Income						520					900		1,420
CND & Coffee Hour	-	-	200	250	500	500	400	400	400	400	400	300	3,790
LLL INCOME													-
LLL - OWL Income			800	500	400	-	-	-	-	-	-	-	1,700
Total LLL INCOME	-	-	800	500	400	-	-	-	-	-	-	-	1,700
Retreat, Women's													-
SEJC INCOME													-
Refugee Resettlement Revenue													-
SEJC - Fairtrade Coffee Sales	179	213	103	254	150	629	210		212	35	150		2,139
SEJC - Family Promise													-
SEJC - General							1,650						1,650
SEJC - Special Collections	1,202	921	1,005	1,934	2,500	3,500	4,500	1,850	1,400	1,500	1,600	1,200	23,112
Total SEJC INCOME	1,381	1,134	1,108	2,188	2,650	4,129	6,360	1,850	1,612	1,535	1,750	1,200	26,897
Total PROGRAMS	1,381	1,134	2,108	2,938	3,550	5,149	6,760	2,250	2,012	1,935	3,050	1,500	33,767
Total OPERATIONS INCOME	1,981	2,134	5,208	6,038	7,550	10,149	9,860	6,750	5,212	4,835	8,050	5,100	72,867
STEWARDSHIP INCOME													-
DONATIONS													-
Cash Donations and Misc.		100		200	20	100	4	12	15	8	10	21	490
Non-Pledge / Friends Donations	1,077	558	850	860	700	8,750	600	900	600	400	1,200		17,295
Pledge Income	41,441	18,851	27,987	32,141	19,889	24,694	29,864	21,000	24,500	22,000	24,500	27,500	314,368
RE Gift	815	815	815	815	815	815	815	815	815	815	815	815	9,780
Major Donor's Fund	1,985	1,985	1,985	1,985	1,985	1,985	1,985	1,985	1,985	1,985	1,985	1,985	23,820
Total DONATIONS	45,318	22,309	31,637	36,001	23,409	36,344	33,268	24,712	28,115	25,408	27,710	31,521	365,753
FUNDRAISING													-
Auction - MayFaire, Rummage sale Income	-	-		3,000			1,400	18,000	3,000				25,400
Covid Grants & Income	-	14,250	7,500				5,500						27,250
Total FUNDRAISING	-	14,250	7,500	3,000	-	-	6,900	18,000	3,000	-	-	-	52,650
Total STEWARDSHIP INCOME	45,318	36,559	39,137	39,001	23,409	36,344	40,168	42,712	31,115	25,408	27,710	31,521	418,403
Total Income	48,412	38,708	44,360	46,151	30,974	46,508	51,141	49,477	38,342	31,356	35,775	36,636	495,840
GROSS PROFIT	48,412	38,708	44,360	46,151	30,974	46,508	51,141	49,477	38,342	31,356	35,775	36,636	495,840
Expenses													-
OPERATIONAL EXPENSES													-
ADMINISTRATIVE EXPENSES													-
External Review													-
IT - Equipment		100	725		200			450				300	1,775
IT - Software/Subscriptions	350	350	350	350	350	750	350	350	650	350	350	350	4,900
Office / Administrative	150	150	150	350	400	250	150	150	200	200	125	125	2,400
Service Charges & Fees	150	160	140	150	170	280	165	145	155	145	160	145	1,965
Telephone	368	493	493	511	491	448	450	445	445	445	445	445	5,479
Volunteer Appreciation											150		150
Total ADMINISTRATIVE EXPENSES	1,018	1,253	1,858	1,361	1,611	1,728	1,115	1,540	1,450	1,140	1,530	1,065	16,669
FACILITIES													-
Building Maintenance & Repairs	2,800	1,000	900	425	2,600	300	450	400	3,200	850	1,200	150	14,275
Insurance - Bldg/Liability Expe	680	680	680	680	680	680	680	680	680	680	680	680	8,160
Mortgage Interest	851	851	851	851	851	851	851	851	851	851	851	851	10,212
Permits, Licenses			300				130			75			505
Total FACILITIES	4,331	2,531	2,731	1,956	4,131	1,831	2,111	1,931	4,731	2,456	2,731	1,681	33,152
PROGRAM EXPENSES													-
Choir	300		325	400	1,000	100	275	150	350	300	300	70	3,570
CND & Coffee Hour			250	150	370	150	425	125	150	150	150	150	2,510
LLL - Childcare Contractors			115	225	125	90	330	180	200	180	200	250	1,895

Monthly Detail

Total STEWARDSHIP EXPENSES	2,032	2,032	2,032	5,032	2,032	2,032	2,182	3,032	2,432	2,132	2,032	2,032	29,032
Reserves-Emergency	360	360	360	360	360	360	360	380	380	380	380	380	4,420
Reserves-Sabbatical	125	125	125	125	125	125	125	125	125	125	125	125	1,500
Reserves-Building	700	700	700	700	700	700	700	700	700	700	700	700	8,400
Total Reserves	1,185	1,185	1,185	1,185	1,185	1,185	1,185	1,205	1,205	1,205	1,205	1,205	14,320
TOTAL EXPENSES	38,827	40,311	41,822	43,149	45,252	40,850	42,799	39,030	41,837	38,164	38,626	35,454	486,121
Net Operating Income	9,585	(1,602)	2,538	3,002	(14,278)	5,659	8,341	10,447	(5,495)	(6,809)	(2,851)	1,182	9,720
Other Non-oper uses- Mortgage prin	810	810	810	810	810	810	810	810	810	810	810	810	9,720
BUDGET + Mortgage Principal													(0)

Bellingham Unitarian Fellowship

2023-24 Budget

July 2023 - June 2024

Budget Decision points		2023-2024 Budget	2022-2023 Budget
		2023-2024	2022-2023
Line #	INCOME: Major items		
36	Major Donor's Fund	\$23,187	\$0
12	Rental of Building	\$39,100	\$31,900
33	Non-Pledge / Friends Donations	\$17,295	\$25,007
34	Pledge Income	\$315,000	\$300,000
38	Auction – MayFaire, Rummage sale Income	\$25,400	\$20,000
	EXPENSE: Major items		
57	Building Maintenance & Repairs	\$14,275	\$8,000
69	LLL Beloved Community	\$2,000	\$1,000
88	Participation in GA	\$1,000	\$500
89	Worship Arts	\$3,800	\$1,800
93	Custodial Contractors	\$9,250	\$5,700
103	Admin Transition	\$7,249	\$0
104	AV Tech	\$6,350	\$3,734
125	STAFF 3%	\$6,732	\$0
131	Auction – MayFaire expense, Canvas kickoff expense	\$4,493	\$1,025
138	RESERVES	\$14,320	\$6,025

2023 - 2024 BUF Annual Congregational Meeting Ballot Results

	In Person	Online	Total
Do you approve the minutes of the May 15, 2022 Congregational Meeting?			
Yes	56	18	74
No	0	0	0
Vote for up to four nominees for Board Trustee:			
Lin Skavdahl (3 Year Term)	55	18	73
Stephanie Sarver (3 Year Term)	56	18	74
Beth Nyblade (3 Year Term)	51	17	68
John Stewart (2 Year Term)	55	18	73
Vote for up to five nominees for the Nominating Committee:			
Patricia Conover	56	17	73
Rod Haynes	56	17	73
Annie Sorich	53	18	71
Naomi Gary	54	17	71
David Curley	55	18	73
Do you approve the proposed 2023 - 2024 Budget?			
Yes	55	17	72
No	1	1	2
Advisory Vote on Chairs in the Sanctuary			
Should we eventually replace all of the pews with chairs?			
Yes	18	5	23
No	39	13	52
With the funds from the 2023 Paddle Call, we will buy, mostly, chairs without arms, and some (for about \$20 more per chair) with arms. In order to determine what proportion we should buy with arms, please tell us (speaking only for yourself): If you plan to sit in a chair, would you prefer it to have arms?			
Yes	23	11	34
No	17	4	21
Not Applicable	17	3	20