

Board of Trustees Meeting Minutes - April 11, 2009

Present: Bill Fox, Philip Conover, Rory McGregor, Valerie White, Wilbur Edwards, Susan Allison, Kathy Farrell

Budget meeting:

Income

Use \$5k for summer rental income from Fail/Farrell house in Wellfleet
Change fund raising from \$493 to \$2,500 for next fiscal year for yard sale
General funds income policy of 4% of value. Assume small increase in market to \$3,350
Designated funds income use \$2,100
Pledge income - \$153k pledged. Continue to reserve 5%; results in \$145k in pledged income
Non-pledge income use \$5,000
RE income leave even at \$1,500
Event rental use \$1,500
Total income \$179,065

Expenses

Contract labor (bookkeeper) budget \$2,000 savings by implementing new software program this year, won't have to deal w/ spending so much time on capital campaign expenses.
Accounting use \$765
Continuing education keep at \$200
Copier keep at \$850
Postage \$1,000 assume some grand opening mailings
Supplies leave at \$1,600
Telephone moved to IT budget
Salary for admin to include FICA \$12,384 (flat funding)
Decide to charge for any bounced checks
Stewardship leave at \$200
Capital reserve expense leave at 0
Property liability may need more, although may already have been projected. Wilbur to check w/ Tom Yeransian; use \$4,000
Excess liability \$600
Builders risk - use the \$1,000 transfer to AIM budget
Workers comp use \$1,000
Leadership training keep at \$100
Minister's Discretionary Fund leave at \$100
Ministerial search use \$5,000
Scholarship use \$600 (2 sets of \$300)
Total Board of Trustees \$11,600

B&G

Sexton's salary \$4,660 + FICA \$356 = \$5,000 (to reflect larger space)
Cleaning service leave as \$850; no need to wax, buff new space the 1st year

Fire inspection same at \$200
Furnace cleaning, inspection.0AIM issue
General maintenance \$2,000 (AIM will be doing some new work)
Green advocate materials
Snow plow - \$3,000 same
Termite inspection same at \$220
Trash removal leave at \$1,200
Utilities\$2,550
Gas use \$6,100
Waterkeep at \$330
Total \$21,786

UUA dues \$6,384
BCD dues..use \$2052
Conferences leave at \$100
Partner church leave at \$100
Total \$8,586

Info Tech \$2,795 total
ISP 0 (now thru phone)
Telephone use \$2,500
Software & hardware hardware to come out of AIM; leave \$100 for software unknown
Tech support 0 goes to AIM expense

Membership/fellowship \$750

Minister level fund \$77,465
Pension currently is 14%; don't know where this came from. Consider using 10% pension for new minister.
Consider giving Tricia an unpaid month off; effects housing, salary & pension
Remove 1 mo. Of these \$72,000 revised (\$71,870).

RE

DRE - same at \$28,143; level fund it.
Youth group advisor level fund at \$7,750 (had asked for hrs increase of 3.5hrs; can't happen)
OWL keep at \$725
Flat \$42,298 total

Social Justice flat line \$6,670

Worship Committee level fund \$8,112

\$193,275 expense total
\$179,065 income

Bill Fox to look into 14% pension item to see what is standard.

Valerie and Bill Fox to talk w/ Tricia re: unpaid month off this coming year