

**Unitarian Universalist Church at Washington Crossing  
Board of Trustees**

268 Washington Crossing-Pennington Road  
Titusville, NJ 08560



**Board of Trustees Meeting Minutes - FINAL  
Wednesday, 9 October 2019**

**Board Practice 2: Fiduciary Responsibility**

*President Nathalie Edmond, called the Board of Trustees meeting to order at 7:00 PM. Also in attendance: Vice President, Marianne Alt; Treasurer, Jim Sanders; Secretary, John Ueng-McHale; Scribe, Nina Todor; Trustees: Patrick Kahney, Jeffrey Lang, Sue Saddlemire; Senior Minister, Rev. Kim Wildszewski; Congregational Administrator, Susan Irgang. Absent: Trustee, Dianne Ross; DLRE, Robin Pugh; and Minister of Congregational Life (MCL), Rev. Sue Goodwin.*

**Changes to board-meeting structure based on 5-October retreat**

- We are using a less structured timeline for our agenda (see agenda)
- Vote no longer needed for approval of consent agenda
- Timekeeper's role: Monitor board meeting time frame, assess long discussions
- Process observer: keep us "on track" and in covenant
- New word- "Pulse" to use thumbs up, middle or down to check the agreement of the board and to move process onward.

(Consent agenda noted: some reports were missing during meeting; see **appendix** for all reports.)

**Treasurer's report**

- Treasurer transition team will meet on **Monday, October 21**.
- Finance committee meeting is scheduled for **Monday October 14**. Report to follow in Google drive.
- Financial report presented. (Please see report in appendix).
  - Discussion of last year's YTD balance vs. this year's.
- Mary requested guidance regarding what issues are the highest priority for the rest of this year. In particular, Mary wants to know how to prioritize the need for "checks and balances" within the UUCWC financial system. For now, the transition team will aim to have Susan and one other review all critical items such as invoice payment (check review, etc.).
- Mary stated that bookkeeping is done well. However, the accounting system itself, which includes a desktop-installed version of QuickBooks from 2015 and multiple Excel workbooks, requires review and likely improvements to align with current best practices.
  - Version of QuickBooks is 2015, needs to be updated. Team will investigate cloud-based options (pricing, import of historical data, data protection and backup, etc.)
- Audit needs to be done in 2020.
  - 34 line items from previous audit need to be reviewed by team.

- Fundraising: discussed as an area of possible growth.
- Discussion around roles (signing authority, “superuser” at bank, etc.) resulted in the following motion being raised and passed.
  - **Motion:** “Interim treasurer, Jim Sanders, has signatory authority and is defined to be the ‘super-user’ for all UUCWC bank accounts. Finance Chair, Mary Baltycki, shall have full access to UUCWC’s online bank accounts. George Faulkner shall continue to have access to and authority over UUCWC’s capital campaign accounts.” Motion was raised by Nathalie, seconded by Patrick and Marianne, and was passed unanimously.

### **Recognition:**

The board recognized Mary, who in her first year of membership at UUCWC has stepped forward to help in more ways than she anticipated. We applaud her. She wants us to have a report that makes sense for June’s annual meeting. **Thank you, Mary!**

### **Follow up on retreat:**

During the retreat we developed the following *board practices* and some 2019-2020 targets areas / goals:

#### 7 Board Practices:

- 1) Center the mission in decision-making and work of congregation
  - a) *Act as a strategic board*
  - b) *Act as religious leaders first (vs. managers)*
- 2) Fiduciary responsibility
  - a) *Way we utilize resources (people, time, money, space)*
  - b) *Capital campaign, treasurer transition team, staffing - shared leadership*
- 3) Capturing congregation’s institutional wisdom in policy
  - a) *Update and maintain policies & procedures*
- 4) Assessing congregational health
  - a) *Board chats, council meetings, board liaisons, survey*
  - b) *Are we staffed adequately to stay healthy?*
- 5) Planning for the Congregation’s Future
  - a) *Senior minister’s sabbatical*
  - b) *Staffing, programming, assistant minister, bookkeeper, building*
  - c) *How will we achieve mission?*
- 6) Building and Maintaining Relationships
  - a) *Are there meaningful relationships in and across groups?*
- 7) Becoming Beloved Community
  - a) *Centering 8th principle*
  - b) *Making deeper connections*

- We discussed setting goals within the practices.
- Beloved Community: Discussion of beloved community in board meetings. Marianne will also discuss with Council.
- How to USE the 7 board practices and put them on the agenda. Today's meeting was #2....mostly. Going forward will use these on the top of each agenda and minutes.
- Change Good of the Order on agenda, sounds too formal. Will instead use "Review and check out".
- How do we thank David for what he offered at retreat?
- How to use the 7 board practices and put them on the agenda?.

**November:** Rev. Kim stated that, prompted by discussion during the board retreat, she intends to focus on leadership development, council, and other areas that can benefit from her concentrated time and energy in the month of November. Rev. Kim shared that she will revisit and share with the congregation some of her sermons from the 2014 time frame with a new perspective.

**Executive Session:** The board entered executive session twice for a total of approximately 15 minutes during the second hour of the meeting.

**Parking area repair:**

- The board discussed at length the problem of bubbling of the grid product in some spots, which poses a problem for plowing as well as a possible trip hazard. We discussed options, who should help solve the issue, and how much various options would cost.
- **Pulse check:** can we do it this year now? Before winter- 2 no, rest OK with trying to do it now.
- Further discussion ensued, culminating in the passage of the following motion.

**Motion:** The Board authorizes Grounds to proceed with finding out information to have the parking problem fixed this year if possible. Nathalie raised the motion, which was seconded; the motion passed with seven trustees for and one against.

Other discussion:

**Sanctuary** in the sanctuary: Rev. Kim: Sanctuary space needed to house marchers overnight on their way to DC for DACA on Oct 29<sup>th</sup>? All voted: "Yes".

**Council Meeting:** Oct 23, all should come.

**Safety:** a congregant called local police when a young white man parked his Jeep in the parking lot and walked around outside the building during a weekday night. He got back into his vehicle, left, returned, and again walked around the exterior of the building. The man ultimately left and did not return. Please reach out to the police if you see suspicious activity around the church building!

Meeting adjourned at 9:10 pm.

Respectfully Submitted,

**Nina Todor**

Scribe, Board of Trustees

**John Ueng-McHale**

Secretary, Board of Trustees

## **Appendix: staff and treasurer reports**

Senior Minister's Board Report

October 2019

Rev. Kim Wildszewski

### **UUCWC Mission**

*To Create Community, Celebrate Life, and Change the World*

*What does it mean to be a Community of Belonging?*

#### **Create Community**

The community is once again split by **first and second service** gatherers. Our early service feels engaged and seems to have consistent attendance or growth compared to years past. The second service *feels* as if it has had a slow start in comparison, though our numbers show a 3% increase from last year and equal numbers to the year prior.

Roots, the first of our two-part **path to membership**, is scheduled for October 16<sup>th</sup>. It is likely, based on RSVPs, that I will be holding two Roots classes before November's Wings. As of right now, I anticipate a fall new member class of around 15, though that may grow or lessen depending on schedules and October's engagement.

*I anticipate Rev. Sue will report more fully on Membership Ministry updates.*

I met with Nina Todor and Kathy Frey to explore how committees and ministries might benefit from group **spiritual direction** as part of their work at church.

The staff has begun to consider how we might introduce a more **accessible fellowship hour** for those with physical issues such as hearing or mobility challenges as well as social anxiety. Offered on a pilot program only this year, we are considering starting this month (October) and offering this once a month on the third Sunday.

Accessible Coffee Hour will be held in Room 201, following the Neighboring Faiths class if they are onsite; however 3rd Sundays may be their field trips so the space may be more available after services. This addresses not messing up the floors, people who can't walk downstairs, etc. We will figure out a way to get coffee up there using existing equipment; we may need to buy

something (carafes only hold 3 1/2 mugs worth of coffee) to keep the coffee hot; alternately, a coffee maker could be set up by the Kuerig and the coffee brought in after. Will keep a supply of coffee hour related supplies in the room (sugar, splenda, etc.). We'll ask Roberto to deliver coffee, small plate of goodies, and other items as needed, as well as a bucket to "bus" the room. During construction, there may not be a place for anyone to have coffee hour; following construction, there will be an extra room downstairs off the Crossings Room that could be used, so this will allow us to gauge effectiveness now for later.

The **Worship Associates** are once again reading *Worship that Works: Theory and Practice for UUs*; in the winter they will be reading *Centering: Navigating Race, Authenticity and Power in Ministry*. They are looking to center our Mission in their work this year, exploration of ritual, storytelling, and authenticity in all parts of the liturgy. The 8<sup>th</sup> Principle is a primary focus during all conversations.

### **Celebrate Life**

I had the honor and joy of leading the Sunday morning worship for **Murray Grove's** Homecoming weekend in which the 249<sup>th</sup> anniversary of Universalism was celebrated and reflected on.

I am **supporting** Barbara Jensen in anticipation of the LALDEF event coming up; the Chalice Circle Facilitators when a pastoral care issue arises; and the Stewardship Committee\* as they grow in commitment (and excitement) to this work.

\*Members of the Stewardship Committee consistently reflect on what a (perhaps surprisingly) wonderful group they are a part of. This group and the Adult Religious Education ministry team were pulled together simply by staff looking at the directory and prioritizing relationship and community over skill set or previously named interest. These are both healthy ministries right now, in part balanced by a sense of humility and curiosity for why they are at the table (rather than everyone being, or showing that they are, an expert on the topic at hand).

Pastoral Care continues with the support of the **Pastoral Care Team** and informal but still intentional caring by members of small group throughout the congregation. Unlike some other seasons, there is no clear theme of need right now, only the way life can get interrupted by diagnosis, change of relationships, and more.

### **Change the World**

I led the first quarterly **Council for Faith in Action** meeting in September, bringing together four of the six justice ministry teams at UUCWC: Racial Justice Ministry, Faith Action Ministry, Social Action, and Faith Expression & Funding Team. The groups had a simple but purposeful agenda that allowed for sharing, celebration, connecting where intersection of work was clear, and more. The first visible expression of this Council can be seen in the coming weeks wherein the Faith Action Ministry will once again invite the congregation to the upcoming LALDEF dinner; each other ministry team will write a blurb of support from their particular justice lens. We hope the congregation begins to understand the individual justice ministries as a team (and that the ministry teams will feel the same).

Many, including UUCWC youth, gathered for the **Climate March** throughout the tri-state region.

My **Sabbatical Team** continues to meet and is prepared to launch communication to the congregation by the end of October / early November. We agreed on the theme of Rediscovery and hope the congregation will partake in this theme as well. There will first be a letter going out to the congregation on behalf of the team, explaining sabbatical in a non-anxious and excited way. I will also write a letter later in the communication roll out. A brochure will be published with both communications as well as a FAQ (who to contact, what is a sabbatical, what will I be doing, etc). We are planning a low-key send off (December 15<sup>th</sup>) and welcome back (May 3<sup>rd</sup>). I'm glad Jef Lang will be joining us!

I continue to lead the **Right Relations Committee** in the next stage of its new covenanting work. We are hoping to have an all committee / all ministry workshop day in November on a Saturday to implement this work throughout the congregation. Joe Schenk has agreed to be the 6<sup>th</sup> member of the RRC team.

I am working with the **Personnel Committee** on embodying a shared ministry leadership model as well as the work of staffing, contracts, sabbatical requests and requirements, budgeting and more. The Personnel Committee will be making recommendations to the Board later in the fall regarding ongoing sabbatical plans for the DLRE position.

I continue to meet with my **Coach**, the Rev. Jen Crow, on a monthly basis. We continue to explore topics such as staffing, managing, time commitments, and more. I have reached out to colleagues and the UUA regarding the **search process**: how it differs for an Assistant, as well as general timeline and requirements.

Thank you all for your attention and energy given toward this report.

To: UUCWC Board and Kim Wildszewski

From: Robin Pugh

Date: Oct 7, 2019

Re: Monthly DRE Report

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#### Create Community:

- I'd like to lift up Rachel Hanson's work as RE assistant. She is excellent at preparing the supplies for the teachers and many teachers thanked me for her work when I saw them during teacher training meetings. Rachel supports teachers by including a craft sample and explanatory notes when needed. She is one reason our volunteer teacher retention is higher than most congregations.
- I've been reading curriculum and selecting activities for each week and each class for the year. This is part of how we support teachers. Selecting activities in advance allows Rachel to know what to prepare the classrooms. Teachers are unable to select activities in the lessons before Saturday.
- We've had 4 Sundays of RE classes for children; I've seen all of our kids back except for 3 families. Those have been contacted.
- I met with the new Family Ministry Team. 4 of 5 members are new in the last 5 years. They have lots of energy, plans and ideas. It is a welcome change and I look forward to seeing where they put their energy. They are starting with an evaluation of the RE program using multiple formats including 1 on 1's, a survey and an open forum.
- We continue to offer a robust assortment of fall classes with 4 more offerings coming up in November and December. I met with 3 people with 2 ideas for ARE this month. The online chalice circle class did not have enough participants. I am still hopeful that we can pilot an online class, maybe in November. I believe zoom is a great opportunity for increased engagement with UUCWC.

#### Celebrate Life:

- Neighboring Faiths had their first visit to UU Princeton. Jennifer Kelleher, whose portfolio includes RE, was very welcoming to the 20 UUCWC adults and children who attended. Princeton UU is doing Neighboring Faiths this year too. The more I can expose our children to other UU children and congregations, the better for their UU identity development.

#### Change the World

- I attended the NYC climate Strike with the Campbell's. We represented UUCWC at the worship service led by UUA President Susan Frederick-Gray held before UU's headed downtown together for the march.
- I continue to my work on drafting LREDA's complaint against Rev. Eklof, author of the Gadfly Papers. In the book, he inaccurately portrayed the 2017 LREDA Board (when I was V.P.) and fall conference planners as on a "witch hunt" against "white males" at the conference.

Board Report: Rev. Sue Goodwin, Minister of Congregational Life  
October 2019

Overview: September brought increased activity with The Welcome Team. We had Usher/Greeter training on September 28th. A total of 20 people attended. By and large changes to the team are being met with enthusiasm. In addition to the new yellow vests and welcome buttons to identify Ushers and Greeters, we have begun delivering Connection Cards to visitors within the service. This is working well. Our brochures on the stages of membership are helping to simplify the flow of information as well. (Please see below.)

I began teaching "The Elevator Speech" class on September 26th. It runs for 3 sessions on Thursdays. Attendance has been good: approximately 9 people. Essentially the class helps participants explain to another person what it means to be UU in a short amount of time (the time it takes to go on an elevator ride). It is remarkable to watch us all grapple with what aspects of our faith are most important to each one of us.

Sunday, September 29th marked my first sermon as a staff member. The two services went well and I really enjoyed the experience.

Looking Ahead: I am turning my attention to Welcome Table Wednesday. Our first fall dinner will be on October 16th. On the 22nd I will be meeting with the Kinship Circle Team to brainstorm ways in which we might grow that ministry.

Work with the Membership Ministry remains challenging. The group is small and composed of self described introverts. I look forward to helping to grow the group and expand the ministry it provides. We are going to be launching an Ask Me table during the fellowship hour in the Crossings Room. Faith Forward has begun and will be offered 2 times each Sunday: during middle hour and after the 11am service.

I am hoping to begin some new member dinners. By this I mean informal meals that allow new members to ask questions and bond with one another. This is less structured than Welcome Table Wednesday.

I continue to write monthly for Cross Currents. We are also working on piloting a Quiet Coffee Hour held in an upstairs classroom. This will serve those who have hearing issues as well as issues with sensory overload. The downstairs coffee hour has been described as "overwhelming" by many folks.

I am preaching on the subject of "Belonging" this Sunday, October 13th.

Later in the month I will meet with the Pastoral Care Team as I prepare for Kim's Sabbatical. I have been meeting with the Staff Worship Committee as well.

We continue to attract visitors! We are averaging about 3 Connection Cards per Sunday.

<h3>Creating Community: Our Path to Membership</h3> <ol style="list-style-type: none"> <li><b>1. Worship With Us!</b> <i>Our services are held Sundays at 9 and 11 am. (Summer Service at 10am) Children are always welcome and Religious Education is available at both services. Sign a connection card and give it to an Usher or Greeter.</i></li> <li><b>2. Participate in Faith Forward and Roots &amp; Wings!</b> <i>Adult Religious Education (ARE) after Worship gets you connected and answers your immediate questions.</i></li> <li><b>3. Covenant &amp; Connect With Us!</b> <i>Sign our membership book and become a member. Welcome!</i></li> </ol>	<h3>Celebrate Life: Find Your People</h3> <ol style="list-style-type: none"> <li><b>1. Join In!</b> <i>Take a class, teach a children's class, join the Choir, expand your spiritual practice, stretch from your safe place to your brave space!</i></li> <li><b>2. Socialize!</b> <i>Potlucks, Welcome Table Wednesdays, Kinship Circles... there are numerous opportunities. Talk to other members, staff members and join a small group.</i></li> <li><b>3. Continue the Conversation!</b> <i>Share ideas with our Growth Through Service Team (GTS) while articulating what feeds your soul.</i></li> </ol>	<h3>Change the World: Service and Leadership</h3> <ol style="list-style-type: none"> <li><b>1. Step One!</b> <i>Join a committee or Ministry Team, attend a Board Meeting, become an Usher or Greeter... opportunity awaits.</i></li> <li><b>2. Make a Match!</b> <i>Match your interest and talents with service and leadership opportunities. Commit to a project or committee that helps you to grow while serving our community and the world...</i></li> <li><b>3. Get to Work!</b> <i>"Small acts multiplied by millions of people, transform the world." Deeds Not Creeds!</i></li> </ol>
<h3>Unitarian Universalist Church at Washington Crossing</h3> <ol style="list-style-type: none"> <li><b>1. Creating Community: Path to Membership</b></li> <li><b>2. Celebrating Life: Find Your People</b></li> <li><b>3. Changing the World: Service and Leadership</b></li> </ol> <p>For more information contact Rev. Sue Goodwin, Minister of Congregational Life conglife@uucwc.org</p>  <p>268 Washington Crossing- Pennington Road Titusville, NJ 08560 609-737-0515 www.uucwc.org</p>	<h3>Unitarian Universalist Church at Washington Crossing</h3> <ol style="list-style-type: none"> <li><b>1. Creating Community: Path to Membership</b></li> <li><b>2. Celebrating Life: Find Your People</b></li> <li><b>3. Changing the World: Service and Leadership</b></li> </ol> <p>For more information contact Rev. Sue Goodwin, Minister of Congregational Life conglife@uucwc.org</p>  <p>268 Washington Crossing- Pennington Road Titusville, NJ 08560 609-737-0515 www.uucwc.org</p>	<h3>Unitarian Universalist Church at Washington Crossing</h3> <ol style="list-style-type: none"> <li><b>1. Creating Community: Path to Membership</b></li> <li><b>2. Celebrating Life: Find Your People</b></li> <li><b>3. Changing the World: Service and Leadership</b></li> </ol> <p>For more information contact Rev. Sue Goodwin, Minister of Congregational Life conglife@uucwc.org</p>  <p>268 Washington Crossing- Pennington Road Titusville, NJ 08560 609-737-0515 www.uucwc.org</p>

**Susan Irgang**  
**Administrator BOT Report for October 2019**

**UUCWC Mission:**  
**To Create Community, Celebrate Life, and Change the World**

**Create Community**

The Sabbatical team met via Zoom and reviewed the status of tasks from our last meeting. We are planning a brochure/handout for the congregation to be released in November with information about Kim's sabbatical; I've asked Lori O'Neil to assist in the design and layout. Lori has suggested this be printed in house, as the Sabbatical team does not have a budget for printing or any "send-off/welcome back" refreshments. This team will help to assure that the congregation is well informed about sabbatical and can enter into sharing the excitement and adventure of Kim's sabbatical without undue anxiety.

I also met with Lori O'Neil and Ronnie and Ed Dobrowolski to design and create a handout outlining the Social Action calendar of regular service events done at UUCWC, a suggestion from the recent Council for Faith in Action meeting. This simple reminder of Social Action initiatives will help move forward this team's work, while making the handout consistent with other recently designed materials. As part of my newer responsibilities towards Communications, I facilitated the meeting to honor and appreciate the incredible graphic design resource that Lori O'Neil is, while not overburdening her with competing requests from multiple areas of the congregation.

In the absence of a weekday sexton, I met with George Faulkner of the Building Committee for a "walk through", a room by room review of maintenance to be done in the church. George and I developed a list of tasks which will either be handled in house by George and other handy congregants, or will get bid out to the cleaning service or a handyman for hire. We will work out a system for coverage of this maintenance work which is beyond the scope of the cleaning company, so stewardship of the church facilities continues to remain a priority despite not having a sexton.

**Celebrate Life**

Membership numbers are 283 members, 32 Friends, 53 Participants and 21 Attendees; we currently have about 90 people on our Visitor list as well. We are anticipating the possible return of two former members, and the Roots/Wings cycle will also have a positive impact on membership numbers. Attendance from July 1 through October 5<sup>th</sup> is up 3% over a similar period of time last year (2018/2019), and is flat (0%) compared to 2017/2018.

**Change the (UUCWC) World**

I continue to work with Mary Baltycki on identifying the scope of work, time and energy of the Treasurer's job as previously performed. Jim Sanders, Mary Baltycki and Lynne

Quinto met to review the various duties and discuss how to distribute them. A Treasurer Team meeting will be held soon to finalize what we can accomplish in the redesign of the Treasurer's position given current staffing and volunteers; we hope to have something by the end of October. Meanwhile, I have taken on all Accounts Payable functions and Payroll as well as related Human Resource functions such as insurance enrollment, reporting on health insurance premiums, payments to retirement plans, etc. This is more than originally anticipated, and there are a few other functions under discussion for me to absorb, pending my ability to trim work in other areas by delegation or elimination of the task.

I am addressing the technical issues reported last month. At the recommendation of a prior tech team leader, I have sourced outside tech support services, as there is no longer a volunteer within the church who wishes to have this responsibility. I am hopeful that we can find a reasonably priced support person/system, but it is time consuming finding a group interested in discussing our needs; as well, the current issues continue to challenge even these professionals. Though outside support will be an unexpected expense for the fiscal year, we need to have reliable and timely help when systems or software impact staff's ability to work.

I met with several vendors at Steve Saddlemire's request regarding possible relocation of trees that will be impacted by the Capital Campaign project. Co-leaders Jayme Trott and Susan Vigilante met with Barbara Drew from Earth Ministry to discuss what plantings might be saved and moved prior to construction (fall being the preferred season for replanting), trying to honor our 7<sup>th</sup> principle. Initial bids and consultation with the vendors, however, has indicated that replacement would be less costly than moving existing plants which may not survive.

I have also been working closely with Steve Saddlemire addressing issues with the parking area concerning bubbling of the grid product in some spots. This is not just a cosmetic issue: it impacts the ability to find a contractor willing to plow snow from the area as well as addressing potential tripping hazards by the raised product. See attached synopsis for more detail; this topic is on the agenda for the October 9<sup>th</sup> Board meeting.

Last year the Board decided that donations made to the church could not be designated to go to a specific group; however, as this does not appear to have been communicated to the congregation, we are in receipt of a check in memory of someone with a request that it go to Racial Justice Ministry. The Board needs to decide the disposition of this check as well as the need to communicate this change more broadly.

**Staff Notes:** Rachel Hansen continues to do a good job at her duties, and has taken on a few larger projects in the past months. Roberto Santiago continues to be a welcoming presence on Sunday mornings that relieves congregants from serving at Fellowship Hour. With the change to full time and expanded responsibilities, there has been an increase in my evening meetings commitments as well; right now that includes Treasurer Transition team, Sabbatical Team, Facilities Management Team, Capital Campaign Team, and Communications Committee as well as Board meetings.

## **October 2019 Treasurer Report to the Board:**

### **BANK:**

I was in conversation with our bank this month, and based on conversations prior with Nathalie I am not going to be an authorized signature, at this time - based on documentation provided by this Board to the bank. That was left to Mary and Susan. [I personally need clarification - assuming that you may want to know where our checks and balances are related to check writing vs. check approvals]

Susan has questioned her need to be assigned on accounts, as bank has requested that we have staff assigned the “super user” to allocate users for online access to our statements, etc.

More detail to follow - when the treasurer transition team meets

**SET FOR Monday, October 21st at 7 PM**, attendees to include Lynne Quinto (Personnel), Susan Irgang (Administration), Mary Baltycki (Finance), Jim Sanders, Treasurer/Convener.

### **FINANCE COMMITTEE:**

The committee has not met yet for the month, with our meetings set for the 2nd Monday of each month, it is out of cycle for this board meeting, which normally would be the 2nd Wednesday of the month. . I hope to analyze the data that Mary shared with me this past Friday.

Question for this Board: How to coordinate Financial data when it does not fit timing of board meetings? Can Treasurer report out information between meetings to share in the pre-reads and/or via email notification?

### **End of Month report for July - September:**

I have posted the first quarter report in this month’s board pre-reads

We ended the first quarter with a surplus of \$8,903 on a budgeted shortfall of \$256. The same period last year we had a surplus of \$9,145, so we are in the same general ballpark.

### **The items that were either in excess or below budget were:**

***Fundraising at 8% of budget*** - but we have yet to make modifications to the fundraising cycle to offset the auction which is heavier in the second half of the year.

Other Operations, which includes our insurance policies premiums paid in July is at 152% of budget, which reflects an additional \$1,000 over 2018-2019 policy, but the same schedule (which should be better reflected in the month to month budgeting - still to be done).

All other items were within the budgeted range for the quarter.

Submitted in faith and service,

Jim Sanders