

Unitarian Universalist Church at Washington Crossing
Board of Trustees
268 Washington Crossing-Pennington Road
Titusville, NJ 08560



Board of Trustees Meeting Minutes - APPROVED
Special Meeting to Finalize 2020-2021 Budget
Wednesday April 29, 2020
Zoom Meeting

President Nathalie Edmond, called the Board of Trustees special budget-review meeting to order at 7:46 PM.

Also in attendance: Vice President, Marianne Alt; Treasurer, Jim Sanders; Secretary, John Ueng-McHale; Trustees: Patrick Kahney, Jeffrey Lang, Dianne Ross, Sue Saddlemire, and Nina Todor; Finance Chair, Mary Baltycki.

On Sabbatical: Senior Minister, Rev. Kim Wildszewski.

Budget: Mary Baltycki and Jim Sanders presented an updated line-item budget based upon the Finance Committee's review and recommendations. This budget:

- Attempts to take the unprecedented nature of the COVID-19 crisis into account wherever possible, including realistic assessments of pledge and plate income as well as looking to maintain or even reduce staffing and program costs, where practicable.
- Incorporates many inputs from committees and ministries, and reflects long-term commitments to denominational support and building-systems' infrastructure, among others. Many of these inputs were further refined after our 15-April board meeting.
- **Achieves the goal of balancing income and expenses.**
- Achieves the goal of funding the building reserve via allocation of cash on hand.

MOTION: Nathalie moved that the board accept the proposed balanced budget. The motion passed unanimously.

ACTION: buildings and grounds team to present their budget to the board in the fall.

ACTION: Mary and Jim to offer a detailed review of the budget for all congregants on 31 May via Zoom meeting.

ACTION: summary version (top-level income and expenses summary) to be shared with the congregation in advance of annual meeting. (Note: the [bylaws](#), article IV, section 3 state "All supporting documents shall be made available to each member as soon as possible prior to the meeting (every effort should be made to make the materials available at least 48 hours prior to the meeting).")

Other topics:

- The Pastoral and Caring Ministry has raised to the board the issue of offering help for food-insecure members; we discussed how to assess the need and to determine the best source(s) of funding. **Rev. Kim** to coordinate and ask board for help as needed.
- Capital Project: All permits to build have been secured! Tentative but anticipated ground-breaking in August.
- Nominating & Leadership Development: Sandy Muccioli will visit board meeting in May to discuss next steps on filling vacancies on board and other leadership positions.

Meeting adjourned at 8:39 pm.

Respectfully Submitted,

John Ueng-McHale

Secretary, Board of Trustees