

The Community Church of Chapel Hill

UNITARIAN UNIVERSALIST

106 Purefoy Road, Chapel Hill, NC 27514 • 919-942-2050 • c3huu.org

BOARD OF TRUSTEES

Meeting Minutes

March 13, 2018

Members:	Lilie Bonzani	Steve Day	Bianca Rodriguez
	Russ Bowen	Andy Hencke	Jenny Warnasch, chair
	Barb Chapman	Dave Klibanow	Steve Warshaw
Ex Officio:	Thom Belote	Bonnie Nelson	Andrew Wright
Guests:	Paige Smith		

Chalice Lighting/Opening Reading (7:01) J. Warnasch called the meeting to order. L. Bonzani provided a reading and lit the chalice.

Check-in The Board of Trustees (BoT) members and P. Smith checked-in. R. Bowen read the BoT Mission Statement.

Consent Agenda (7:09) J. Warnasch asked if there were any changes that needed to be made to Consent Agenda. Acceptance of the February Congregational Minutes was removed from the agenda. Review of the Stewardship candidates was added to the agenda. A correction to A. Wright's role was noted for the February BoT minutes. There being no further changes,

A. Hencke made a motion to approve the amended Consent Agenda and the amended February BoT Minutes, as well as accept the Minister's Monthly Report.

B. Chapman seconded the motion.

All in favor with none opposing or abstaining.

Building Project Task Force Update (7:14) P. Smith, Stewardship co-chair, provided an update on the Annual Pledge Drive (APD) and the Capital Campaign. Stewardship is focusing heavily on Cottage Meetings. Approximately two-thirds of the congregation have signed up so far. A list was distributed of congregational members who have not yet signed up for BoT members to contact. Exempted from the list were forty households primarily engaged with religious education. They will be contacted by J. Warnasch and D. Klibanow and other members of the children and youth ministries.

P. Smith noted that there is no online pledging this year. T. Belote will share with the BoT via email some talking points for engaging those who have not yet signed up for a cottage meeting. Pledge packages can be mailed, and will be at the end of the APD, but the preference is for members to attend a Cottage Meeting or have a one-on-one visit with a Steward. Before BoT

members begin their calls, T. Belote will review the list for those who shouldn't be contacted this year. P. Smith also noted that April 8, 2018 is the due date for pledges.

J. Warnasch informed the BoT that there might be a need to have an extra BoT meeting before the June Congregational Meeting. The focus would be to inform the BoT as to the amount raised in the Capital Campaign, reports from the Task Forces, and any other important points that the BoT should know about or address before the Congregational Meeting. J. Warnasch will have more information at the April BoT meeting.

FY 2019 Proposed Budget (7:28) T. Belote presented a proposed budget, which he began working on with Andrea Sordean-Mintzer, Congregational Administrator, in January. He was charged to keep the budget level due to the financial impact of the Capital Campaign. He added that the budget is nearly the same as last year's budget with a few small increases.

A. Hencke noted that the total income (preschool) was down a bit; therefore, the expense difference is found where? T. Belote replied that the reduction in the mortgage payment, along with the loss of expense due to having the preschool, such as janitorial services and a larger dumpster, nearly balances out the loss of income.

J. Warnasch told the BoT that the budget will be reviewed several times through the year. T. Belote said that at the June BoT meeting, the BoT will pass a budget for the summer and then in September, the final budget will be presented.

Maintenance Expenses 5 Year Outlook (7:34) J. Warnasch informed the BoT that the Executive Committee plus B. Rodriguez as head of the Finance Committee had had a two-hour meeting the previous Sunday with Brad Kosiba, Buildings and Grounds chair, to review the maintenance expenses. Major points included that 7% is set aside for maintenance reserves and that the current estimate for installing a sewer line for the Manse is \$55K. There is currently not enough in the maintenance reserve to cover the cost of the sewer line. They discussed ideas to pay for the line. Possible suggestions were to submit a request to the Endowment Committee, take the necessary funds from the operating reserves, which would have to be paid back, take out a loan, or include the expenses in the Capital Campaign. It was also suggested a combination of those other ideas, including a smaller request from the Endowment Committee and using money from the operating reserves, and delaying maintenance issues that could be deferred.

D. Klibanow asked if the BoT could take from the Endowment Fund the full \$55K. J. Warnasch said that it was possible to make a one-time request. L. Bonzani asked how much money was in the Endowment Fund. And she also wondered if this type of situation was the purpose of the maintenance reserve. A. Wright replied that the maintenance reserve does not have enough to cover this. He added that if the BoT authorizes the use of operating reserve funds, there are issues if it drops below a certain amount. A. Hencke asked what was the purpose of the operating reserves. B. Chapman replied that it was to cover staff salaries, utilities, and similar expenses, if there was a shortfall. T. Belote added that it was used to level out the cash flow caused by pledges coming in at an uneven pace.

L. Bonzani suggested paying for the sewer line by asking for half of the money from the Endowment Fund and getting the other half elsewhere. S. Warshaw noted that the Endowment resolution and bylaws of 6/14, from the Endowment Committee, states that the Fund could be used for "temporary difficult circumstances". R. Bowen then read the BoT Bylaw regarding the Endowment, noting that the guidelines were minimal. J. Warnasch added that a distribution could

and would have to be approved by the congregation, according to the Bylaws. A. Wright noted that this is akin to the BoT response to a small fire.

R. Bowen said that transparency is really important. The BoT is talking about \$54K compared to the \$1.7M of the Building Project. He believes that post-Capital Campaign is the time to figure out about where to get the money for the sewer line. And he wondered about just taking on larger debt post-build. J. Warnasch replied that tacking on or taking from the Capital Campaign is not what the congregation is being asked during the APD. D. Klibanow asked if extra money was raised could it be used for the sewer line? A. Hencke said that there are no restrictions; that it is more a matter of can versus should.

S. Warshaw reminded the BoT about the plan to use the Manse as a sanctuary and if that was possible with the current sewer situation. J. Warnasch replied that B. Kosiba felt that the church shouldn't house someone in a building with a condemned sewer.

B. Chapman made several comments about the situation, including echoing the statement that funding this was not what the congregation voted on. In addition, she informed the BoT that a past practice of taking money from the reserves led to there not being any reserves. And, she was not in favor of tacking on additional debt to the Building Project loan. There was also discussion regarding whether requesting money from the Endowment would be viewed favorably.

T. Belote suggested taking a little bit from everywhere. J. Warnasch referred back to the suggestion to also defer what could be deferred and seconded the idea of piecing together the rest. She reminded the BoT that the final amount was not known. A. Hencke said that it should be known by mid-April. T. Belote added that close to that time, the church would also know the amount raised for the Capital Campaign. He noted that there are several maintenance items that are driving expenses over the average maintenance reserve expense and it is not fair or accurate to single out the sewer as the one item that will deplete/exceed the reserves.

T. Belote returned to the question of what to do with the extra money if the capital campaign raises more money than planned. A. Wright said that it is likely that the increased pledge amounts will likely match the expected building cost increases. The church is currently working on an amount from the engineer and the costs are just estimates.

A. Hencke stated that the maintenance reserves are not really maintenance reserves if there is not any money overage since the money carried over is spent as part of the multi-year maintenance plan. L. Bonzani replied that 7% is usually enough with the growth of the annual budget. J. Warnasch clarified that the maintenance budget is part of the regular budget. B. Nelson reminded the BoT that Bill Poteat, former BoT chair, commented several times to the BoT that there should be a constant capital campaign mindset as there are always capital expenses.

L. Bonzani asked if the BoT could defer a decision on this until after the Capital Campaign concluded. A. Wright asked T. Belote to look for places in the budget that could be adjusted, along with the impact of using funds from the operating reserves. T. Belote said that he would do so and A. Wright said that he would work on a plan for repaying.

The Executive Committee and B. Rodriguez will meet with B. Kosiba at the end of April to review the situation.

Board Policy Book Proposed Changes (8:07) R. Bowen announced that he, B. Chapman, and S. Warshaw, as members of the Governance Committee, met to discuss amending three BOT policies that the BoT should revise in order to mitigate legal ramifications of becoming a

sanctuary congregation. The changes under Management: Care for People [BPB 4.5]: amend the policy on non-discrimination to be more inclusive and add two sections. One section deals with non-disclosure of status and the other with providing services, regardless of church membership. [Nota bene: revised policy attached below.] R. Bowen read the suggested policy. B. Chapman said that the changes were made after a recommendation by Mary Hulett, from the Sanctuary and Immigration Support Ministry, that the church should explicitly state its policy with regards to immigrants.

J. Warnasch asked if sexual orientation would be added to the section on non-discrimination. B. Rodriguez said that the term “race” was not enough, as it does not address discrimination by ethnicity, which is linked to culture, or color, which is linked to the shades of skin color.

A. Hencke questioned the use of the phrase “to others” as objectifying humans. B. Chapman suggested replacing the phrase with the term “others” with “individuals”. T. Belote commented that the policy means that the church allows benevolent folks and ministries to help members and the community. S. Warshaw said that he too has concerns about the word “others” and so the Governance Committee will address this feedback at their next meeting.

B. Rodriguez asked how this policy was going to be implemented; who is the intended audience? T. Belote replied that it is a church management policy and from the BoT to T. Belote and through him to the staff and ministries.

B. Chapman declared this to be the first reading of the proposed policy and therefore, no vote was taken at this time.

Endowment Committee Report/Information from Endowment (8:24) J. Warnasch said that Endowment Committee provided her with a copy of their last meeting minutes and that A. Wright has verified budget and Endowment Fund amounts. He has also done a cursory review of how the Endowment Fund principle is calculated. B. Chapman said that the Endowment Committee is discussing various ways to provide information about the Endowment Committee to the congregation. They are also working on a plan for how they approach people for estate gifts.

Linkages with congregation (8:26) J. Warnasch reminded the BoT that there had been some thought in the past that the BoT linkage to the congregation was not good. A. Hencke asked about the status of the ideas to increase linkage that were suggested previously. S. Warshaw said that several were talked about and A. Hencke suggested postponing until after the Strategic Management Team meeting. J. Warnasch noted that she has added a comment link to the BoT webpage and has announced it in the newsletter but to date, it had not been used.

S. Warshaw said that linkage is a two-way process, allowing the congregation to share information with the BoT and the BoT with them. He referred to the turnout at the Congregation Meetings as a positive measure. The question was raised if there was really a problem with linkage and could it truly get any better. B. Chapman agreed, noting that the congregation knew to come to the BoT to address the issue of becoming a sanctuary.

D. Klibanow said that the makeup of the BoT influences the availability of the BoT members to the congregation. Many of the current BoT members are involved with many other activities in the church. B. Chapman would like the BoT to consider that at different times in your life you can do or get involved with different things, and so the composition of the BoT

reflects that.

Fair Compensation (8:34) J. Warnasch asked T. Belote to provide more information about compensation, in light of R. Bowen raising the question of what constitutes ‘fair’ compensation. T. Belote informed the BoT that “fair compensation” is used in BoT policy and that the UUA uses the guidelines provided. R. Bowen commented that we all believe that folks should be paid a living wage for what they do, and beyond that, “what’s fair?” He said that he struggles with that as an employer to compensate based upon the value that the person brings to the organization. B. Chapman said that in her experience those in charge get to decide what brings more value.

A. Hencke agreed with the concept of paying for the value for organizations outside of the church but not in the church setting. Specifically, using the UUA categories is an objective system that provides our staff with a clear view of compensation. R. Bowen noted that T. Belote is the highest paid in absolute dollars. T. Belote noted that that is based on degrees, responsibilities, training, and education. It is a market value.

A. Hencke noted this this approach has been used for years and provides a reference as well as a model with objectivity. D. Klibanow added that the church is not a business with a bottom line. There are much more intangible impacts to measure a person’s value to the church.

Stewardship Candidates (8:46) J. Warnasch brought forth the agenda item regarding the list of Stewardship candidates. She called for thoughts about what to do and how to do it. S. Warshaw suggested talking to T. Belote and Marion Hirsch, Religious Education Director, to vet the list. J. Warnasch agreed to do that and then prioritize the remaining names.

A. Hencke asked if chairing Stewardship is a team position: should several individuals be contacted? T. Belote said that it is best to identify a chair or co-chairs first and then offer to assist them in building their team.

J. Warnasch will bring the vetted list to the next BoT meeting.

Process Evaluation (8:51) L. Bonzani noted that the BoT got through the entire agenda. R. Bowen and A. Hencke added that there were some good philosophical discussions. B. Chapman commented that there were more open-ended questions posed.

Action Items (8:54) B. Nelson indicated the following items that require follow-up: T. Belote will share with the BoT via email some talking points on contacting members not yet signed up for cottage meetings. J. Warnasch will send out holding dates for a possible additional BoT meeting. T. Belote to look for places in the budget that could be adjusted, along with the impact of using funds from the operating reserves. A. Wright will work on a plan for repaying a loan from the operating reserves. J. Warnasch will meet with B. Kosiba at the end of April to review the maintenance priorities and maintenance reserves. S. Warshaw will provide feedback to the Governance Committee on the policy changes at their next meeting. J. Warnasch will bring the vetted list of Stewardship candidates to the next BoT meeting.

Chalice Extinguishing/Closing Reading (8:57) L. Bonzani read the closing words and extinguished the chalice.

ATTACHMENTS:

Board Agenda

Minister's Monthly Report

Proposed FY19 Budget with Explanation

Proposed Policy on Management/Care for People

The Community Church of Chapel Hill

Unitarian Universalist

March Board Meeting
 March 13, 2018
 7-9pm; Straley Room
 Board Member of the Month: Lilie Bonzani

Item	Responsible Person	Time
<u>Chalice Lighting/Opening Reading</u>	Lilie	7:00-7:02
<u>Check-in</u>	All	7:02-7:15
<u>Consent Agenda [vote]</u>	Jenny	7:15-7:20
<ul style="list-style-type: none"> • Approval of Agenda • Approval of February Minutes • Acceptance of Congregational Meeting Minutes • Acceptance of Minister's Monthly Report 		
<u>Building Project Task Force Update</u>	Andy/Paige	7:20-7:35
<u>FY 2019 Proposed Budget</u>	Thom/All	7:35-7:50
<u>Maintenance Expenses 5 Year Outlook</u>	Jenny	7:50-8:10
<u>Board Policy Book Proposed Changes [vote]</u>	Russ	8:10-8:20
<u>Endowment Committee Report/Information from Endowment</u>	Barb	8:20-8:25
<u>Linkages with congregation</u>	All	8:25-8:40
<u>Fair Compensation</u>	All	8:40-8:50
<u>Process Evaluation</u>	Lilie	8:50-8:57
<u>Action Items</u>	Bonnie	8:57-8:59
<u>Chalice Extinguishing/Closing Reading</u>	Lilie	8:59-9:00

March Minister's Report
Rev. Thom Belote
3/13/18

Since Last Time (2/13/18)

- Worship services on 2/18 were led by the UNC UU Campus Ministry.
- Worship services on 2/25 were led by Marion Hirsch.
- Preached and led worship on 3/4 and welcomed actor Joey Collins to participate in the service. (I attended the play *The Christians* as research for my March 4 sermon and also went out for dinner with Joey to plan the service.)
- Will preach and lead worship on 3/11.
- Taught the Water Circle (K-2) in children's Religious Education at both services on 2/25.
- Meetings attended included: Worship Ministry, Caring Ministry, Committee on Ministry, and Sanctuary & Immigrant Support Ministry.
- I hosted a Church Council meeting on 2/27 that included a presentation on Church Growth and Leadership.
- Attended a Visiting Steward training with Mark Ewert.
- Scheduled and held 3 stewardship visits with three families in the church.
- Co-hosted a Cottage Meeting with Becky Waibel on 3/4.
- Provided support to Annual Pledge Drive / Capital Campaign team including assistance with communications and other support.
- Attended monthly UU lunch with a group from our church at Carolina Meadows.
- Attended one session of the Spouse Loss Grief Group led by Carolyn Holt.
- Attended day-long outing (Auction event) to Greensboro with a group of 15 church members where we visited the Civil Rights Museum and learned about involvement in the underground railroad on the Guilford College campus.
- Attended Capital Campaign Kick-Off dinner and show. Performed as a juggler during the show.
- One new member joined since the last Board Report: Deborah Brinsdon.
- We already have 9 sign-ups for the next Exploring Membership class (3/21 and 3/28.)

Worship Attendance:

February 11:	315	(130 first service, 185 second service)
February 18:	270	(85 first service, 185 second service)
February 25:	225	(90 first service, 135 second service)
March 4:	240	(120 first service, 120 second service)

The Community Church of Chapel Hill UU
Flat Budget for
FISCAL YEAR 2018-2019

	FY2017 ACTUAL	FY2018 BUDGET	FY2019 BUDGET	FY18 BUD vs FY19 BUD DIFF	%	
Income						
Collections						
Operations Pledge Income	455,459	490,000	490,000	0	100%	
ID Contributions	3,266	6,000	6,000	0	100%	
Loose collection	7,718	7,000	7,000	0	100%	
Total Collections	466,443	503,000	503,000	0	100%	
Other Income						
Service Auction Fund Raiser	18,277	13,350	13,350	0	100%	
Interest Income	288	100	100	0	100%	
General Operation Fund Raiser	218	4,000	4,000	0	100%	
Misc. Income	145	-	-	0	0%	
Total Other Income	18,927	17,450	17,450	0	100%	
Rental Income						
Building Rental	7,427	5,000	5,000	0	100%	
Parking Lot Rental	53,546	55,000	58,000	3,000	105%	increase \$5 per mo
Pre-School Lease	66,287	68,607	35,181	-33,426	51%	3 mos @ \$5766, 3 mos @ \$5961
Total Rental Income	127,260	128,607	98,181	-30,426	76%	
Total Income	612,631	649,057	618,631	-30,426	95%	
Expense						
Administrative Operations						
Board Activities	-	500	100	-400	20%	reduced
Congr Admin - F/M & Benefits	16,618	17,730	17,726	-4	100%	
Congr Admin - Wages	39,562	40,749	40,749	0	100%	
Off Assist - F/M & Benefits	7,490	8,365	7,967	-398	95%	
Off Asst - Wages	19,890	20,487	20,487	0	100%	
Office Expenses / Technology	19,065	19,000	19,000	0	100%	
Payroll service	1,465	1,500	1,500	0	100%	
Total Administrative Operations	104,091	108,330	107,529	-802	104%	
Building & Grounds						
B&G Committee Operations						
Contracted Maintenance Services	9,661	11,200	10,413	-787	93%	preschool reduction
Janitorial & Restroom Supplies	1,313	1,550	1,294	-256	83%	preschool reduction
Kitchen Supplies	30	100	100	0	100%	
Maintenance & Project Supplies	3,339	1,400	1,400	0	100%	
Total B&G Committee Operations	14,344	14,250	13,207	-1,043	93%	
Facility Mgr or Handiman - Contracted	-	2,000	2,000	0	100%	
Insurance	8,886	10,000	10,000	0	100%	
Janitorial Service - Contracted	10,500	11,000	11,000	0	100%	
Lawncare - Contracted	2,647	2,300	2,300	0	100%	
Maintenance Reserves	36,758	45,434	43,304	-2,130	95%	7% of Income
Manse Operations Expenses	4,068	4,875	4,875	0	100%	
* Mortgage P&I - Church & Manse	33,654	47,784	23,892	-23,892	50%	**see notation at bottom
Tax - Stormwater Mgmt	1,809	1,850	1,850	0	100%	
Utilities	15,287	17,000	14,627	-2,373	86%	preschool reduction
Total Building & Grounds	127,953	156,493	127,055	-29,438	81%	
Denominational Affairs						
Denominational Connections	360	1,000	1,000	0	100%	
UUA & SE District (combined) Annual Dues	29,856	30,000	30,000	0	100%	35,628 is Fair Share
Total Denominational Affairs	30,216	31,000	31,000	0	100%	
Lifespan Religious Education						
Adult Ministry (SEA)	2,024	1,000	1,000	0	100%	
Campus Ministry	1,425	1,000	1,500	500	150%	increased
Children's Ministry	2,777	4,000	4,000	0	100%	
Dir of Lifespan F/M & Benefits	19,926	21,737	21,675	-62	100%	
Dir of Lifespan RE - Wages	56,146	57,823	57,823	0	100%	
RE Assistant - F/M & Benefits	5,262	5,806	5,568	-238	96%	
RE Assistant - Wages	14,828	15,756	15,756	0	100%	
Sunday Childcare	10,248	10,592	10,592	0	100%	
Youth Ministry	2,334	2,450	2,450	0	100%	
Total Lifespan Religious Education	114,971	120,165	120,364	200	100%	
Ministerial Operations						
Minister - Benefits & Expenses	32,012	34,682	33,476	-1,207	97%	
Minister - Wages & Housing	85,887	88,464	88,464	0	100%	
Ministerial Transitions Reserves	4,000	-	-	0	0%	
Total Ministerial Operations	121,899	123,146	121,940	-1,207	99%	
Rental Expense						
Tax Accountant Services Fees	-	440	440	0	100%	
Tax - Parking Business	6,840	7,000	7,000	0	100%	
Facility Supervisor & Sound Technicians	81	-	-	0	0%	
Rental Space Janitorial - Contracted	225	-	-	0	0%	
Preschool Janitorial - Contracted	10,200	10,500	5,250	-5,250	50%	preschool reduction
Total Rental Expense	17,346	17,940	12,690	-5,250	71%	

The Community Church of Chapel Hill UU
Flat Budget for
FISCAL YEAR 2018-2019

	FY2017 ACTUAL	FY2018 BUDGET	FY2019 BUDGET	FY18 BUD vs FY19 BUD DIFF	%	
Programs and Ministries						
Caring Ministry	250	462	462	0	100%	
Communications	570	500	500	0	100%	
Community Service Ministry	211	300	300	0	100%	
Covenant Groups	331	760	760	0	100%	
Dir of Membership - F/M & Benefits	6,097	6,747	6,709	-38	99%	
Dir of Membership - Wages	16,824	18,000	18,000	0	100%	
ECO	166	385	385	0	100%	
Fellowship Ministry	693	1,000	1,000	0	100%	
General Childcare	341	515	515	0	100%	
Membership	2,086	2,400	2,900	500	121%	increased
Mental Health Ministry	100	500	500	0	100%	
P&J	265	350	350	0	100%	
Sanctuary for Dialogue	-	450	750	300	167%	increased
SOSL	28	215	215	0	100%	
Stewardship	1,092	1,350	1,350	0	100%	
Sunday Fellowship Hour	800	950	950	0	100%	
Sunday Hospitality F/M	217	224	224	0	100%	
Sunday Hospitality - Wages	2,840	2,926	2,926	0	100%	
Total Programs and Ministries	32,910	38,034	38,796	762	102%	
Service Auction						
Service Auction Expense	965	850	850	0	100%	
Service Auction Distribution	1,500	-	-	0	0%	
Total Service Auction	2,465	850	850	0	100%	
Worship & Arts						
Accompanist - Contracted Staff	6,075	6,162	6,162	0	100%	
Dir of Music - F/M & Benefits	13,830	14,076	14,069	-7	100%	
Dir of Music - Wages	31,718	32,669	32,669	0	100%	
Music Committee	5,162	4,200	4,200	0	100%	
Sound Room Technology	1,535	1,000	400	-600	40%	reduced
Worship Honorariums	1,150	1,500	1,500	0	100%	
Worship Ministry	230	1,500	1,500	0	100%	
Total Worship & Arts	59,699	61,108	60,500	-607	99%	
Total Operations Expense	611,551	657,065	620,724	-36,342	94%	
Net Income	1,080	(8,008)	(2,093)	5,916		
Financial Reserves:						
Reserve balance at end of previous year	54,041	55,122	47,113			
Minus budgeted Net Income	1,080	-8,008	-2,093			
Budgeted balance at end of FY	55,122	47,113	45,021			
Fully funded Financial Reserves minimum	\$ 36,693	\$ 39,424	\$ 37,243			

* Profit and Loss Statement only shows Mortgage Interest payments
Balance Sheet only shows Mortgage Principal payments
This report combines both for Budgeting purposes

** FY2017 - the capital fund was paying the principal for part of the year back when we thought the preschool lease would be ending much sooner, but when they extended, the operating budget picked it back up.
FY2018 - "normal" payments for the operating budget, FY2019 the existing debt is due in Dec 2018 so payments would end after that making it half a year

Post Preschool Savings	Annual	6 mos	Useage 33%	Savings	Budget Diffs
Solid Waste Removal					
Dumpster Lease	648	324		324	
2x wk pickup	1200	600		600	
roll out container	-275	-138		-138	787
PSNC gas preschool kitchen	276	138		138	
OWASA	2322	1161	383	383	
Duke Power	11226	5613	1852	1852	2373
Restroom & Janitorial Supplies	1550	775	256	256	256
Janitorial Service	10500	5250		5250	5250
Total Estimated Savings				8666	8666

	Budget for FY17		Budget for FY18		Budget for FY19	
	FY15 Actual	Percent	FY16 Actual	Percent	FY17 Actual	Percent
Total Expense	569,676		600094		611550	
UUA Dues	25,332		28950		29856	
Reserves - Maintenance	16,988		29425		36758	
Reserves - Minister Trans.	11,000		4000		4000	
Mortgage Principal	22485		25148		13119	
	<u>493,871</u>		<u>512,571</u>		<u>527,817</u>	
Percent	29,632	0.06	30,754	0.06	31,669	0.06
			35,880	0.07	35,628	0.0675
			29,729	0.058	30,613	0.058
			37640 Fair Share		Fair Share	

Compensation

	TOTAL Impact to C3H	Yr to Yr Diff	Annual Hours	Wages Base Rate	Payroll Wages	Housing	Fica/Med	TOTAL Payroll	HRA	UUA Health Plan 80/50 %	Life Ins.	Long Term Disability	Retirement	Prof Exp	TOTAL Benefit	Budget Wages	Budget Benefits with F/M
Tom Belote	115,672		N/A	N/A	81,750.00	0.00	6,253.88	88,003.88	N/A	9,873	628	818	8,175	8,175	27,668	81,750	33,922
	116,308	636	N/A	N/A	84,202.50	0.00	6,441.49	90,643.99	N/A	8,605	647	842	8,420	7,150	25,664	84,203	32,106
	119,475	3,167	N/A	N/A	66,758.55	19,128.00	6,570.32	92,456.87	N/A	9,602	660	668	8,589	7,500	27,018	85,887	33,588
	122,940	3,465	N/A	N/A	52,463.61	36,000.00	6,767.47	95,231.08	N/A	10,011	722	630	8,846	7,500	27,708	88,464	34,476
	121,940	-1,000	N/A	N/A	52,463.61	36,000.00	6,767.47	95,231.08	N/A	10,011	722	630	8,846	6,500	26,708	88,464	33,476
John RE - Marion Hirsch	65,520		2080	24.41	50,776.96	N/A	3,884.44	54,661.40	3,883	N/A	390	508	5,078	1,000	10,859	50,777	14,743
	65,757	237	2080	24.41	50,776.96	N/A	3,884.44	54,661.40	4,120	N/A	390	508	5,078	1,000	11,095	50,777	14,980
	69,351	3,594	2080	24.78	51,538.61	N/A	3,942.70	55,481.32	5,805	N/A	396	515	5,154	2,000	13,870	51,539	17,812
	72,327	2,976	2080	25.52	53,084.77	N/A	4,060.99	57,145.76	6,534	N/A	408	531	5,308	2,400	15,181	53,085	19,242
	76,841	4,514	2080	26.99	56,149.00	N/A	4,295.40	60,444.40	7,389	N/A	431	561	5,615	2,400	16,396	56,149	20,692
	79,498	2,658	2080	27.80	57,823.38	N/A	4,423.49	62,246.86	7,904	N/A	472	694	5,782	2,400	17,252	57,823	21,675
	79,498	0	2080	27.80	57,823.38	N/A	4,423.49	62,246.86	7,904	N/A	472	694	5,782	2,400	17,252	57,823	21,675
	John RE - Marion Hirsch	38,893		1144	26.00	29,547.00	N/A	2,260.35	31,807.35	3,008	N/A	227	295	2,955	600	7,085	29,547
39,382		489	1144	26.00	29,754.96	N/A	2,276.25	32,031.21	3,249	N/A	229	298	2,975	600	7,350	29,755	9,627
41,861		2,479	1144	26.39	30,190.16	N/A	2,309.55	32,499.71	4,608	N/A	232	302	3,019	1,200	9,361	30,190	11,670
43,556		1,696	1144	27.18	31,095.86	N/A	2,378.83	33,474.70	5,222	N/A	239	311	3,110	1,200	10,081	31,096	12,460
45,022		1,466	1144	27.73	31,717.78	N/A	2,426.41	34,144.19	5,945	N/A	244	317	3,172	1,200	10,878	31,718	13,304
46,738		1,717	1144	28.56	32,669.32	N/A	2,499.20	35,168.52	6,444	N/A	267	392	3,267	1,200	11,570	32,669	14,069
46,738		0	1144	28.56	32,669.32	N/A	2,499.20	35,168.52	6,444	N/A	267	392	3,267	1,200	11,570	32,669	14,069
John RE - Marion Hirsch	48,034		1820	20.38	36,443.34	N/A	2,787.92	39,231.26	4,514	N/A	280	364	3,644	0	8,803	36,443	11,591
	49,183	1,148	1820	20.38	37,099.97	N/A	2,838.15	39,938.12	4,879	N/A	285	371	3,710	0	9,244	37,100	12,083
	51,894	2,711	1820	20.69	37,656.47	N/A	2,880.72	40,537.19	6,925	N/A	289	377	3,766	0	11,356	37,656	14,237
	54,171	2,277	1820	21.31	38,786.17	N/A	2,967.14	41,753.31	7,853	N/A	298	388	3,879	0	12,417	38,786	15,385
	56,191	2,020	1820	21.74	39,561.89	N/A	3,026.48	42,588.37	8,947	N/A	304	396	3,956	0	13,603	39,562	16,629
	58,475	2,284	1820	22.39	40,748.75	N/A	3,117.28	43,866.02	9,712	N/A	333	489	4,075	0	14,609	40,749	17,726
	58,475	0	1820	22.39	40,748.75	N/A	3,117.28	43,866.02	9,712	N/A	333	489	4,075	0	14,609	40,749	17,726
	John RE - Marion Hirsch	14,274		884	15.00	13,260.00	N/A	1,014.39	14,274.39	0	N/A	0	0	0	0	0	13,260
13,765		-509	780	15.00	11,700.00	N/A	895.05	12,595.05	0	N/A	0	0	1,170	0	1,170	11,700	2,065
14,173		408	780	15.45	12,051.00	N/A	921.90	12,972.90	0	N/A	0	0	0	1,200	1,200	12,051	2,122
				15.25													
22,313		23,313	1040	15.56	16,177.20	N/A	1,237.56	17,414.76	2,895	N/A	124	162	1,618	100	4,899	16,177	6,136
23,108		23,108	1040	16.02	16,662.52	N/A	1,274.68	17,937.20	3,069	N/A	136	200	1,666	100	5,171	16,663	6,446
24,747		2,433	1040	17.31	18,000.00	N/A	1,377.00	19,377.00	3,107	N/A	147	216	1,800	100	5,370	18,000	6,747
24,709		-38	1040	17.31	18,000.00	N/A	1,377.00	19,377.00	3,069	N/A	147	216	1,800	100	5,332	18,000	6,709

March 6, 2018

TO: Board of Trustees Community Church of Chapel Hill – UU
FROM: BOT Governance Committee (Bowen, Chapman, Warshaw)
RE: Policies for consideration/first reading at 03 13 17 BOT meeting

Below are three BOT policies that we have been advised should be revised and/or adopted by sanctuary churches. **Changes and additions are indicated in blue.**

Please come to the March 13 BOT meeting prepared to discuss these policies, and bring your BOT binder or an electronic version of the BOT policy manual.

From Community Church of Chapel Hill – UU Board Policy Manual

MANAGEMENT

4.5 Care for People

4.5.1 Non-Discrimination

Date Adopted: March 13, 2012

Date Last Amended: November 12, 2013

The Community Church of Chapel Hill Unitarian Universalist is a welcoming congregation. Membership in the church and participation in all aspects of church life will be encouraged without regard to race, gender, gender identity, color, religion, national origin, age, disability, **immigration or citizenship status**, or any other classification.

Participation in all aspects of church life should be free of harassment of any kind.

Anyone who feels that they have experienced discrimination or harassment should report this to either the Chief of Staff or the President of the Board of Trustees.

4.5.2 In respect of all persons' privacy, members of the congregation or members of the public who interact with the congregation, except those who are employed by the church, will not be asked about their immigration or citizenship status, and no information will be provided regarding any individual's immigration or citizenship status, except as required by law.

4.5.3 In keeping with the mission of our church to "strive to nurture spiritual growth, support and care for each other, and effect change through our love for the world," shelter, food, or other services may be provided to others, consistent with policy 4.5.1, and without regard to whether the individual(s) is or is not a member of this congregation.