

**First Unitarian Universalist Church of Austin  
Board of Trustees Meeting  
Agenda of Meeting  
Tuesday, February 16, 2010, 6:30 P.M.**

I.	Call to Order	Nell Newton	5 minutes	6:30
II.	Adopt Agenda	All	5 minutes	6:35
III.	Reading	Rev. Janet Newman	5 minutes	6:40
IV.	Visitors Forum (Handouts from one visitor on pages 2-4)		10 minutes	6:45
V.	Consent Agenda Items (& Relevant Discussion)		10 Minutes	6:55
	A. New Members/Resignations			
	B. December 2009 & January 2010 Meeting Minutes (pages 5-12)			
	C. Reports:			
	i. Interim Minister: Janet Newman (pages 13-14)			
	ii. Executive Director: Sean Hale (pages 15-18)			
	iii. Director of Religious Education: Lara Douglass (pages 19-22)			
	iv. Director of Music Programs: Brent Baldwin (page 23)			
	v. Treasurer: Luther Elmore (Pages 35-47. Finance Committee reports summary sheets only pages 24-30)			
VI.	Discussion and Action Items			
	A. Reminders on Upcoming Dates and Circulation of Board Calendar	Chris Jimmerson	5 Minutes	7:05
	B. Interim Minister Search Process	Michael West	5 Minutes	7:10
	C. Settled Minister Search Process (pages 31-32)	Michael West	15 Minutes	7:15
	D. District Compensation Consultant	Walter Pearson	5 Minutes	7:30
	<b>Break</b>		15 Minutes	7:35
	E. New Financial Reports	Sean Hale	10 Minutes	7:50
	F. Reserve Calculations	Luther Elmore	15 Minutes	8:00
	G. Interim Ministry Appraisal Recap	Rev. Janet Newman and Chris Jimmerson	10 Minutes	8:15
	H. Rental Contract Exception Requests (Pages 33-34)	Nell Newton	15 Minutes	8:25
	I. Potential Parking Lot Rental	Nell Newton	10 Minutes	8:40
	J. Executive Session	Eric Stimmel	15 Minutes	8:50
VII.	<b>Adjourn</b>			9:05

# ELECTRICITY USAGE FUUCA

## FUUCA Comparison year to year Kilowatt Hours and Dollars

KWH	2003 Kwh	2003 \$	2004 K	2004 \$	2005 Kw	2005 \$	2006 Kw	2006 \$	2007 K	2007 \$	2008 K	2008 \$	2009 K	2009 \$
Jan.	5200	\$464.69	5200	\$465.41	4000	\$ 358.97	4560	\$ 398.12	5360	\$ 503.41	4400	\$ 421.15	4080	\$ 399.86
Feb.	6080	\$542.75	6240	\$557.66	4240	\$ 369.74	5120	\$ 447.79	4560	\$ 432.45	4720	\$ 449.53	3680	\$ 364.38
March	5360	\$478.88	3200	\$288.01	4480	\$ 391.03	7040	\$ 618.10	4960	\$ 467.93	4320	\$ 414.05	5680	\$ 541.78
April	5760	\$514.36	5440	\$486.70	5040	\$ 440.70	8960	\$ 788.40	6080	\$ 667.72	6480	\$ 713.29	4000	\$ 455.76
May	7760	\$822.44	5840	\$618.30	9040	\$ 795.50	10480	\$ 923.23	11120	\$ 1,205.27	11680	\$ 1,268.13	9680	\$ 1,061.82
June	11280	\$1,198.03	8160	\$865.84	16240	\$ 1,434.14	13600	\$ 1,199.97	10080	\$ 1,094.31	12720	\$ 1,379.09	13280	\$ 1,445.94
July	12240	\$1,300.62	10400	\$1,104.85	11120	\$ 979.99	15200	\$ 1,341.89	11760	\$ 1,273.56	13360	\$ 1,447.38	13040	\$ 1,420.33
August	14960	\$1,590.84	10480	\$1,113.39	17040	\$ 1,505.10	15920	\$ 1,405.75	13280	\$ 1,435.75	12000	\$ 1,302.27	12080	\$ 1,317.90
Sept.	16400	\$1,744.49	7440	\$789.02	14000	\$ 1,234.45	12080	\$ 1,065.15	10800	\$ 1,171.13	9680	\$ 1,054.73	8880	\$ 976.46
Oct.	10400	\$1,104.29	7760	\$692.48	6320	\$ 554.23	6160	\$ 540.04	6320	\$ 591.02	6160	\$ 584.35	4240	\$ 423.47
Nov.	8480	\$755.98	4720	\$422.83	5440	\$ 476.18	5360	\$ 469.08	5680	\$ 534.26	5120	\$ 492.10	4560	\$ 451.85
Dec.	6080	\$543.10	4800	\$429.93	4320	\$ 376.83	2120	\$ 181.69	5040	\$ 477.92	5440	\$ 520.49	5120	\$ 458.91
Aver.	9166.667	\$ 865.87	6640	\$ 602.58	8440	\$ 823.90	8883.3	\$ 9,379.21	7920	\$ 774.06	8006.7	\$ 788.96	7360	\$ 756.12
Total	110000	\$11,060.47	79680	\$7,834.42	101280	\$ 8,916.86	106600	\$ 9,379.21	95040	\$ 9,854.73	96080	\$ 10,046.56	88320	\$ 9,318.46

Solar Output

KWH	2009	2010	2011
January		1106	
February			
March			
April	70		
May	1324		
June	1939		
July	1879		
August	1770		
Sept.	1701		
Oct.	993		
Nov.	1216		
Dec.	1079		
Total K'	11971		

2350 Sq. Ft.

**WATER**

Year	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010
Water	Gallons	Gallons	Gallons	Gallons	Gallons	Gallons	Gallons	Gallons	Gallons	Gallons	Gallons	Gallons	Gallons
Gals Jan	0	6100	4200	2900	2300	2400	2100	200	1800	1900	2100	15700	1600
Feb	0	4000	3700	2700	2200	1900	1500	1500	1900	1800	1700	1600	
Mar	0	6500	3500	2100	2600	1800	1800	1800	2600	1200	2100	4500	
Apr	0	2000	4300	2700	2800	3900	1000	1800	2900	1900	1400	1900	
May	7000	9600	4800	2400	3800	2500	1100	6500	1400	1500	1100	3100	
June	17100	11600	5600	3400	9700	4800	1600	2900	3100	1600	3600	4800	
July	25000	9000	19700	26000	2900	3000	1900	4700	2600	1600	3900	6800	
Aug	21900	21500	14100	11100	7100	3200	1400	1200	6000	1800	2800	12400	
Sept	8600	20700	23500	2100	3700	9700	1100	2100	4900	1400	5200	6900	
Oct	3800	19000	2200	1500	1900	1400	1700	2400	1700	1600	2500	1500	
Nov	3200	4500	2500	1700	1700	1900	1700	1200	1800	1600	1500	1600	
Dec	3300	4600	3000	1600	2400	1600	1700	1500	2200	1900	1800	1600	
Tot Gals	89900	119100	91100	60200	43100	38100	18600	27800	32900	19800	29700	62400	1600
Average	7492	9925	7592	5017	3592	3175	1550	2317	2742	1650	2475	5200	133

\$ Jan	\$0.00	\$14.58	\$10.53	\$6.53	\$5.32	\$5.52	\$5.31	\$ 5.72	\$ 5.90	\$ 6.92	\$7.45	\$ 60.79	8.3
Feb	\$0.00	\$10.10	\$9.46	\$6.13	\$5.12	\$4.65	\$4.70	\$ 5.29	\$ 5.98	\$ 6.83	\$6.93	\$ 7.82	
March	\$0.00	\$15.43	\$9.04	\$4.93	\$5.92	\$4.58	\$4.94	\$ 5.55	\$ 7.44	\$ 6.31	\$7.45	\$ 14.69	
Apr	\$0.00	\$6.56	\$10.74	\$6.13	\$6.32	\$8.52	\$4.30	\$ 5.55	\$ 8.13	\$ 6.92	\$6.65	\$ 8.11	
May	\$15.53	\$24.19	\$11.81	\$5.53	\$8.32	\$5.72	\$4.38	\$ 16.03	\$ 5.55	\$ 6.57	\$6.37	\$ 11.06	
June	\$46.33	\$30.05	\$13.51	\$7.53	\$21.17	\$10.32	\$4.78	\$ 7.78	\$ 8.59	\$ 6.66	\$11.10	\$ 15.46	
July	\$77.93	\$67.77	\$60.12	\$93.33	\$6.52	\$6.72	\$5.02	\$ 11.90	\$ 7.44	\$ 6.66	\$11.83	\$ 20.64	
Aug	\$65.53	\$64.37	\$37.38	\$22.93	\$14.92	\$7.12	\$4.62	\$ 5.03	\$ 15.23	\$ 6.83	\$9.15	\$ 42.49	
Sept	\$20.21	\$61.05	\$76.27	\$4.93	\$8.12	\$21.17	\$4.38	\$ 5.95	\$ 12.71	\$ 6.48	\$14.99	\$ 20.90	
Oct	\$9.33	\$57.15	\$6.83	\$4.11	\$4.65	\$4.30	\$4.86	\$ 6.64	\$ 5.81	\$ 6.66	\$8.43	\$ 7.72	
Nov	\$8.40	\$11.17	\$5.73	\$4.51	\$4.51	\$5.02	\$5.46	\$ 5.38	\$ 6.83	\$ 6.84	\$7.72	\$ 8.30	
Dec	\$8.61	\$11.38	\$6.73	\$4.44	\$5.52	\$4.78	\$5.46	\$ 5.64	\$ 7.47	\$ 7.12	\$8.01	\$ 8.30	
Tot \$	\$251.87	\$373.80	\$258.15	\$171.03	\$96.41	\$88.42	\$58.21	\$86.46	\$97.08	\$80.80	\$106.08	\$226.28	\$8.30
Average	\$20.99	\$31.15	\$21.51	\$14.25	\$8.03	\$7.37	\$4.85	\$7.21	\$8.09	\$6.73	\$8.84	\$18.86	\$0.69

**ELECTRICITY**

Year	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010
Electricity	KW	KW	KW	KW	KW	KW	KW	KW	KW	KW	KW	KW	KW
Kw Jan	789	646	429	740	585	563	620	391	208	476	304	208	8
Feb	650	436	489	391	497	488	493	242	254	267	141	103	
Mar	327	312	389	471	483	404	382	97	81	29	41	36	
Apr	466	358	387	393	420	345	288	-40	13	54	-25	-38	
May	567	741	550	431	555	542	371	0	0	51	-119	-62	
June	913	792	895	824	661	572	621	352	276	102	356	-271	
July	1208	921	1004	954	702	759	703	568	364	223	332	-11	
Aug	849	623	803	895	751	676	562	258	84	474	408	-107	
Sept	759	463	983	678	739	765	466	340	234	210	160	-112	
Oct	587	424	445	332	508	405	437	374	67	165	-33	-129	
Nov	467	516	449	343	424	436	385	339	75	3	-24	-217	
Dec	452		601	421	632	454	167	364	237	257	220	153	
Tot Kw	8034	6232	7424	6873	6957	6409	5495	3285	1893	2311	1761	-447	8
Average	669.50	519.33	618.67	572.75	579.75	534.08	457.92	273.75	157.75	192.58	146.75	-37.25	0.67

\$ Jan	\$63.18	\$41.81	\$27.39	\$55.10	\$39.21	\$37.49	\$41.93	\$26.80	\$17.09	\$ 31.30	\$22.18	\$ 16.92	6.48
Feb	\$54.65	\$27.73	\$30.37	\$30.67	\$32.41	\$31.93	\$32.20	\$18.89	\$19.53	\$ 20.22	\$13.54	\$ 11.53	
Mar	\$26.36	\$21.57	\$25.15	\$35.71	\$31.67	\$27.48	\$26.31	\$ 11.20	\$10.36	\$ 7.59	\$8.24	\$ 7.97	
Apr	\$29.61	\$23.86	\$25.30	\$26.90	\$28.33	\$24.36	\$21.33	\$ 4.88	\$6.74	\$ 8.93	\$5.63	\$ 4.80	
May	\$37.61	\$53.30	\$35.57	\$28.91	\$37.86	\$36.60	\$25.73	\$ 5.84	\$5.65	\$ 8.68	\$4.02	\$ 5.00	
June	\$70.02	\$58.02	\$67.59	\$63.73	\$48.05	\$39.49	\$44.21	\$ 24.73	\$20.70	\$ 11.47	\$24.94	\$ 1.39	
July	\$97.67	\$70.00	\$77.70	\$76.22	\$52.00	\$57.47	\$52.09	\$ 39.12	\$25.36	\$ 17.89	\$23.67	\$ 5.87	
Aug	\$64.02	\$42.34	\$61.17	\$70.56	\$56.71	\$49.49	\$38.54	\$ 19.74	\$10.51	\$ 31.20	\$27.69	\$ 4.22	
Sept	\$55.59	\$29.07	\$78.37	\$49.70	\$55.55	\$58.05	\$30.77	\$ 24.09	\$ 18.47	\$ 17.20	\$14.55	\$ 4.14	
Oct	\$39.48	\$27.14	\$29.37	\$23.67	\$33.35	\$27.54	\$29.23	\$ 25.89	\$ 9.61	\$ 14.82	\$5.49	\$ 3.87	
Nov	\$29.66	\$32.11	\$32.19	\$24.25	\$28.54	\$29.17	\$26.49	\$ 24.03	\$ 10.04	\$ 6.22	\$5.65	\$ (1.62)	
Dec	\$28.92		\$43.55	\$28.39	\$42.87	\$30.14	\$14.92	\$ 25.36	\$ 18.62	\$ 19.68	\$17.73	\$ 11.95	
Tot \$	\$596.77	\$426.95	\$533.72	\$513.81	\$486.55	\$449.21	\$383.75	\$250.57	\$172.68	\$ 195.20	\$ 173.33	\$ 76.04	\$ 6.48
Average	\$49.73	\$35.58	\$44.48	\$42.82	\$40.55	\$37.43	\$31.98	\$20.88	\$14.39	\$16.27	\$14.44	\$6.34	\$0.54

**GAS**

Year	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010
GAS	CCF	CCF	CCF	CCF	CCF	CCF	CCF	CCF	CCF	CCF	CCF	CCF	CCF
CCF Jan	164	136	77	81	70	96	71	64	41	86	72	87	
Feb	135	50	25	53	81	84	54	40	38	44	44	45	

Mar	85	44	21	28	26	19	13	15	20	22	13	63	
Apr	109	31	9	11	10	10	6	13	7	10	11	31	4
May	20	11	8	8	9	15	9	7	7	10	3	8	
June	17	8	7	7	8	6	8	7	5	4	4	5	
July	3	6	5	5	7	2	6	5	3	6	5	3	
Aug	10	7	6	8	8	8	5	6	3	6	4	2	
Sept	8	2	16	6	8	7	8	6	7	5	7	7	
Oct	3	31	21	13	21	10	15	8	12	10	9	14	
Nov	10	139	89	40	65	30	45	46	57	51	75	79	
Dec	82	123	132	105	71	83	98	38	93	74	87	126	
Tot CCF	646	588	416	365	384	370	338	255	293	328	334	470	0
Average	53.83	49.00	34.67	30.42	32.00	30.83	28.17	21.25	24.42	27.33	27.83	39.17	0.00

		\$30.46											
\$ Jan	\$83.69	\$62.47	\$49.43	\$82.03	\$56.58	\$ 75.52	\$70.27	\$ 65.04	\$ 56.39	\$ 103.26	\$87.49	\$ 101.24	
Feb	\$59.88	\$29.86	\$22.73	\$47.51	\$58.66	\$ 84.46	\$51.90	\$ 37.43	\$ 47.70	\$ 57.60	\$57.59	\$ 53.12	
Mar	\$48.75	\$28.99	\$20.09	\$30.47	\$26.36	\$ 22.78	\$21.15	\$ 23.97	\$ 29.39	\$ 34.16	\$26.68	\$ 79.97	
Apr	\$48.57	\$25.02	\$12.66	\$17.02	\$15.02	\$ 15.15	\$13.13	\$ 20.19	\$ 15.21	\$ 19.56	\$24.15	\$ 34.45	
May	\$44.87	\$12.64	\$13.17	\$13.80	\$14.19	\$ 20.17	\$15.76	\$ 14.43	\$ 14.42	\$ 19.89	\$12.54	\$ 13.61	
June	\$16.09	\$11.52	\$12.55	\$13.38	\$12.53	\$ 12.80	\$15.89	\$ 15.20	\$ 12.56	\$ 11.95	\$14.79	\$ 11.39	
July	\$9.16	\$10.82	\$10.96	\$11.70	\$11.89	\$ 9.31	\$13.36	\$ 12.61	\$ 10.83	\$ 13.23	\$14.41	\$ 12.59	
Aug	\$12.27	\$11.58	\$21.11	\$13.71	\$12.80	\$ 14.09	\$11.97	\$ 15.67	\$ 10.85	\$ 12.94	\$12.66	\$ 11.70	
Sept	\$10.98	\$8.80	\$19.81	\$11.33	\$12.54	\$ 12.98	\$14.76	\$ 16.44	\$ 14.22	\$ 12.64	\$16.08	\$ 15.32	
Oct	\$8.89	\$24.52	\$21.82	\$17.02	\$21.13	\$ 17.19	\$24.09	\$ 20.28	\$ 22.20	\$ 18.59	\$18.20	\$ 21.20	
Nov	\$11.65	\$82.15	\$83.42	\$34.94	\$48.54	\$ 32.62	\$53.56	\$ 60.63	\$ 74.06	\$ 61.88	\$91.34	\$ 70.93	
Dec	\$20.73	\$82.20	\$173.53	\$78.21	\$60.31	\$ 85.08	\$104.15	\$ 56.61	\$112.08	\$ 85.69	\$101.24	\$ 118.14	
Total \$	\$375.53	\$421.03	\$461.28	\$371.12	\$350.55	\$402.15	\$409.99	\$358.50	\$419.91	\$451.39	\$477.17	\$543.66	\$0.00
Average	\$31.29	\$35.09	\$38.44	\$30.93	\$29.21	\$33.51	\$34.17	\$29.88	\$34.99	\$37.62	\$39.76	\$45.31	\$0.00

## SOLAR OUTPUT IN KILOWATT HOURS

Year	2004	2005	2006	2007	2008	2009	2010
PV Reading							
Jan		537	4261	8294	11939	16082	1868
Usage		273	332	193	279	282	460
Feb		717	4533	8585	12218	16363	
		180	272	291	279	103	
Mar		1039	4832	8868	12592	16671	
		322	299	283	374	308	
Apr		1413	5221	9162	12937	17043	
		374	389	294	345	372	
May		1816	5599	9480	13276	17447	
		403	378	318	339	404	
June		2223	6010	9830	13718	18236	
		407	411	350	442	789	
July		2623	6448	10149	14138	18938	
		400	438	319	420	702	
Aug		3013	6845	10488	14533	19605	
		390	397	339	395	667	
Sept		3403	7209	10871	14922	20066	
		390	364	383	389	625	
Oct		3503	7567	11475	15266	553	
		100	358	604	344	389	
Nov	24	3719	7884	11475	15610	1073	
	0	216	317	0	344	520	
Dec	288	3929	8101	11660	15800	1408	
	264	210	217	185	190	335	
Tot Kw	288	3665	4172	3559	4140	5496	460
Average	144	305.417	347.667	296.583	345	458	38.3333

**First Unitarian Universalist Church of Austin, Board of Trustees Meeting Minutes  
Tuesday, December 15, 2009 at 6:30 p.m.  
First UU Church of Austin, 4700 Grover, Austin, TX 78756 in Room 13**

**In Attendance:**

Trustees: Nell Newton, President; Eric Stimmel, Vice-President; Luther Elmore, Treasurer; Chris Jimmerson, Secretary; Sheila Gladstone, Immediate Past President (Ex-Officio); Margaret Borden; Jeff Hutchens; Brendan Sterne; Michael West; Laura Wood.

Executive Team: Janet Newman, Interim Minister (Ex-Officio); Sean Hale, Executive Director (Ex-Officio);

Staff: Brent Baldwin, Director of Music

**Call to Order**

The President called the meeting to order at 6:34 p.m.

**Adoption of Agenda**

The Trustees present adopted the agenda (Appendix A)

**Reading and Lighting of the Chalice**

The Interim Minister read the opening words and the President lit the chalice.

**Visitor's Forum**

There were no visitors present.

**Consent Agenda Items**

Minutes from the Prior Meeting: The Trustees had reviewed the minutes from the November 2009 meeting prior to this meeting (Appendix B) and noted one grammar change changing the word "effect" to "affect".

New Members and Resignations: The Secretary reported that the following had become new members since the last meeting: Gregg Welch; H.I. "Sam" Long; Deidre Autry Madres; Troy Madres; Leona Perez

The Secretary reported that Susan Lowrance had resigned since the last meeting because she had moved.

Reports: The Trustees had reviewed the consent agenda items prior to the meeting. These included:

Interim Minister: Janet Newman (Appendix C)

Executive Director: Sean Hale (Appendix D)

Director of Religious Education: Lara Douglass (Appendix E)

Director of Music Programs: Brent Baldwin (Appendix F)

Treasurer: Luther Elmore (Appendix G – includes Finance Committee Reports)

BB A-team Report: Chris Jimmerson/Brendan Sterne (Appendix H)

The Bridge Builders Action team gave an overview of upcoming events including a training on Policy Governance on February 26<sup>th</sup> and 27<sup>th</sup> of 2010 and a training in March for board members and facilitators on how to do the purpose and values sessions in the church. The team will poll the board soon on a date for the purpose and values sessions training.

These trainings should be very informative, exciting and motivating and the training for the purpose and values session will be the boards' chance to participate in establishing the information we will use to develop values, mission and ends (vision) statements. The sessions with church members will begin in April and run through early May and will provide a great opportunity to listen directly to church members' dreams and aspirations for the church. A Trustee advised the team to avoid Spring Break when scheduling these items.

The Interim Minister reported that she and the transition team would begin working with the congregation soon on developing a Covenant of Right Relationship. Stefan Jonasson, Director for Large Congregations with the UUA, will be coming to the church to assist and will have dinner with the board on January 22, 2010 followed by working with the congregation on January 23, possibly on the topic of "What a church need to accomplish before ready to call a settled minister".

The Treasurer noted that the current membership count for the church was 567. The Secretary noted that Paradox Players would still be making one final contribution before the end of the year of the proceeds from their final production of the season.

**Motion:** Luther Elmore – accept the Consent Agenda Item Reports with the noted change to the minutes of the last meeting.

**Second:** Michael West

**Discussion:** None

**Vote:** All Affirmative

### **Discussion and Action Items**

Committee on Ministries (CoM) Proposal: The Chairperson of the CoM, which had been on hiatus, brought forward a proposal to disband the CoM. This committee is not normally maintained during the interim ministry period, and churches practicing policy governance also do not use a CoM. Stefan Jonasson had made this same recommendation for our church in the past. The CoM can end up serving as a "triangulation point" between the minister and the board. As we move forward, we will need to re-envision how the role formerly played by the committee will be fulfilled.

The Trustees discussed the following:

- Church members are likely to ask whether this committee will be revived. Under policy governance it will likely not be.
- The history of the CoM has been that the role it played varied greatly from year to year, and some church members have been frustrated that when they brought concerns about the minister to the CoM, the CoM did not have full authority to address such concerns.

- A Trustee asked if perhaps this could wait until the church fully adopted policy governance since the committee was on hiatus anyway; however the Chair of the CoM believed it was cleaner to go ahead and act now.

**Motion:** Michael West – move that the Committee on Ministries at the First Unitarian Universalist Church of Austin be disbanded and that all reference to the Committee and its roles and responsibilities be struck from the church’s Policies and Procedures

**Second:** Chris Jimmerson

**Discussion:** A Trustee asked where under policy governance concerns about the minister might be brought. Another Trustee noted that policy governance grants both greater authority and accountability to the minister and because of this, monitoring of the minister’s performance falls to the board. The bylaws mention the CoM; however, this is only in reference to how its members are appointed and may be changed later.

**Vote:** Affirmative – 7, Negative – 0, Abstain – 1 (Margaret Borden)

Nominating Committee Policy and Procedure Update: The Trustees reviewed a change to this policy and procedure that had been recommended by the Nominating Committee. This change outlined new duties regarding leadership development charged to the committee and made the Policy and Procedure match the bylaws as regards this committee. A Trustee recommended removing a reference to the Bridge builders Report and replacing that reference with “In addition”

**Motion:** Brendan Sterne – approve the update with the change to remove the reference to the Bridge Builders Report made

**Second:** Margaret Borden

**Discussion:** There was no further discussion

**Vote:** All affirmative

Congregational Meeting Review: The trustees discussed that the meeting had gone professionally and that people came to the meeting well prepared. The Pre-Congregational Meeting had helped with this. The congregation members who had attended seemed to have supported the idea of a Covenant of Right Relationship. The Trustees discussed the need to establish a Parliamentary position.

Interim Minister Evaluation Process: The Interim Minister presented a description of the process and the theory behind it and presented the evaluation form that the UUA provides. She stressed that the form is intended to be a memory “jogger” for an honest exchange between the minister and board to be held in person. This session normally take about an hour but can go as long as two hours.

The Trustees and the Interim Minister established Sunday, January 17 at 1 p.m. at the church as the time and place for the evaluation. The Secretary volunteered to send out electronic versions of the form and description of the process prior to this date.

Audit Request: The Treasurer noted that the board needed to formally request that the internal audit committee audit payroll, as this is this is this most critical area of our accounting and the place where the most corrections have been noted in the past. The board would ask the committee for a proposal on the parameters of the audit and would work with staff to ensure such parameters do not create an unachievable burden for staff. The Chair of this committee

must appoint its remaining members as soon as possible so that the audit can occur in a timely manner.

The President will contact the Chair of the committee and ask that the names of the other committee members and a proposal for a payroll audit be submitted by the next board meeting.

**Motion:** Chris Jimmerson – Charge the Internal Audit Committee with doing an audit of payroll  
**Second:** Jeff Hutchens  
**Discussion:** There was no further discussion.  
**Vote:** All Affirmative.

Board Covenant: The Trustees had reviewed a draft of the covenant that had been prepared by the Interim Minister and the President based upon the discussion of it at the last board meeting. The Trustees discussed several ways of streamlining and editing the document while noting that there is a need to balance conciseness with making expectations explicit. The Trustees also discussed potential ways to better define some of the issues contained in the covenant, as well as some ways of rearranging the order in which the issues are presented. The President made specific notes of the discussion and the agreements that were reached among the Trustees. She and the Interim Minister will bring a revised version to the next meeting for review and approval

With no further business, the President adjourned the meeting at 9:15 p.m.

Respectfully Submitted,



Chris Jimmerson  
Secretary



**First Unitarian Universalist Church of Austin, Board of Trustees Meeting Minutes  
Tuesday, January 19, 2010 at 6:30 p.m.  
First UU Church of Austin, 4700 Grover, Austin, TX 78756 in Room 13**

**In Attendance:**

Trustees: Nell Newton, President; Luther Elmore, Treasurer; Chris Jimmerson, Secretary; Sheila Gladstone, Immediate Past President (Ex-Officio); Margaret Borden; Derek Howard; Jeff Hutchens; Aaron Osmer, Youth Trustee; Brendan Sterne; Michael West; Laura Wood.

Executive Team: Janet Newman, Interim Minister (Ex-Officio); Sean Hale, Executive Director (Ex-Officio);

Staff: Brent Baldwin, Director of Music; Lara Douglass, Director of RE

Visitors Present: Jim Burson, Transition Team; John Keohane, Chair for Denominational Affairs; Sharon Moore, Transition Team; Corinna Whiteaker-Lewis, Co-Chair for Social Action

**Call to Order**

The President called the meeting to order at 6:35 p.m.

**Adoption of Agenda**

The Trustees present adopted the agenda (Appendix A) after noting that there was no consent agenda report for the Bridge Builders Action Plan Update separate from the Bridge Builders Action Team Report.

**Motion:** Michael West – Adopt the agenda.

**Second:** Aaron Osmer

**Discussion:** None

**Vote:** All affirmative

**Reading and Lighting of the Chalice**

The Interim Minister read the opening words and the President lit the chalice.

**Visitor's Forum**

The President welcomed the visitors listed above. John Keohane presented information to the Board of Trustees on a letter he had written to the Austin American Statesman (Appendix I) and on the Great Moments in UU History Classes (Appendix J) he had been presenting at the church and would repeat again in March. The President thanked him for his outstanding efforts.

Corinna Whiteaker-Lewis presented a recommendation from the Social Action Forum that had occurred on the previous Sunday. The recommendation would establish a monthly special offering (an extra passing of the plate) to benefit non-profit organizations nominated and elected by the congregation (see Appendix K). This would be for 2010 only as a substitute for split the plate.

The Trustees and Corinna Whiteaker-Lewis discussed the following:

- There would be eleven recipients chosen with the first special offering beginning in February.
- If something similar to the Haiti earthquake were to occur again that was an emergency and urgent, there would be two special offerings in the month it occurred – one for the chosen non-profit and the other regarding the emergency need.
- Recipients will be selected through an appeal for nominations from the congregation and then a congregational vote, probably at a Social Action table in the Gallery during Sunday services. It is likely that organizations with long-term associations with the church will be selected through this kind of process.
- A Trustee suggested linking the recipient's work when possible to what is being discussed during sermons.
- The Treasurer reported that the collection for Haiti on the prior Sunday had collected \$4,000. He suggested moving the special collection for the UUA to February so there would not be a special collection two Sundays in a row.
- This idea will allow the selected non-profits to spend a greater time educating the church about themselves and may lead to greater connections with the church.
- It will be important to report back to the congregation on how much they gave for such special collections.
- It will be important to ask church members to make their checks for these special collections to the church so that the church can account for them and pass through the giving to the non-profit.

**Motion:** Luther Elmore – Approve this recommendation from the Social Action Committee

**Second:** Chris Jimmerson

**Discussion:** There was no further discussion

**Vote:** All Affirmative

### **Consent Agenda Items**

Minutes from the Prior Meeting: The secretary had sent a draft of the minutes from December out by email but had accidentally left them out of the final packet of materials for this meeting. The Trustees agreed to review them at the next meeting.

New Members and Resignations: The following new members had joined since the last meeting: Anna Dossett, James Dossett and Geoffrey Lorenz. The following members had resigned: Anna Fruge, Javier Cantu, Melita Cantu and Al Rogers.

Reports: The Trustees had reviewed the consent agenda items prior to the meeting. These included:

Executive Director: Sean Hale (Appendix B)

Director of Religious Education: Lara Douglass (Appendix C)

Director of Music Programs: Brent Baldwin (Appendix D)

Treasurer: Luther Elmore (Appendix F)

BB A-team Report: Chris Jimmerson/Brendan Sterne (Appendix E)

The Treasurer noted that the 2009 financials were still being adjusted and should not be considered final. He also explained some changes to investments to earn higher interest yet maintain liquidity.

**Motion:** Derek Howard – accept the Consent Agenda Item Reports with the exception that minutes from the last meeting will be reviewed at the February meeting.  
**Second:** Michael West  
**Discussion:** None  
**Vote:** All Affirmative

### **Discussion and Action Items**

**Church Security:** The President presented some work that had been done regarding security in the light of some incidents in the church where persons were either verbally abusive and/or disruptive or had engaged in physically threatening behavior. We will ask such persons to leave the premises and not return to them. If they do, we will call 911 and ask that the Austin Police Department remove them from the property. The President has also discussed this with freeze night volunteers and the Sunday Morning Services Team.

The Trustees discussed the following:

- We should adopt a zero tolerance policy for even the threat of physical assault wherein we call the police immediately.
- Trustees were concerned about vulnerability of church space with so many open entrances. The church is working toward an eventual configuration where except during Sunday services access to the building will be through only one entrance.
- There is a need to inform all of leadership about this and to develop ways that such incidences can be handled when no one in leadership is present.

**Church-Wide Covenant Process and Stephan Jonasson Visit:** The Interim Minister reminded the Trustees of Dr. Jonasson's upcoming visit. Dr. Jonasson is the Director for Large Congregations at the UUA. He will be meeting with the board for dinner on January 22, conducting a workshop from 9 am to 3 pm on January 23 on preparing ourselves to call a settled minister and offering a sermon on Covenants on January 24. After this sermon, the Transition Team will begin facilitating small group sessions to gather information toward developing a church-wide covenant of right relationship.

The Interim Minister also announced that Gini Courter, Chief Governance Officer and UUA Moderator, will be visiting the church the week of March 10<sup>th</sup>. She will send specific details as they are known.

**Report from San Antonio Meeting with UUA Board:** The President reported that the meeting had been very informative and that persons from across the UUA had expressed their support for our church and our effort during our transition period. The UUA Board had expressly invited church leaders to this meeting so that they could engage with them to learn of their desires for the denomination (a process known as linkage) as the UUA Board begins adopting Policy Governance.

**Board Covenant:** The Interim Minister and President presented the Board Covenant, slightly revised after the discussion at the prior meeting (Appendix G).

**Motion:** Chris Jimmerson – Adopt the Board Covenant  
**Second:** Margaret Borden  
**Discussion:** None  
**Vote:** All Affirmative

Overview of New Financial Reporting: The Executive Director (ED) presented a draft version of new financial statements (Appendix H) based upon a new chart of accounts for 2010 that simplifies expense categories and includes numbers as well as names for the chart of accounts. The ED gave an overview of the financial reports that will be possible in 2010 which both simplify the information given to the board but also make “macro-level” understanding of them much easier. Anyone wishing the underlying detail will still be able to request it.

The Trustees complemented the ED on how much of an improvement the new statements will be.

The President welcomed the members of the Transition Team who would be joining the Board of Trustees and the Interim Minister after a break for a separate meeting to evaluate the Interim Ministry.

With no further business, the President adjourned the meeting at 7:55 p.m.

Respectfully Submitted,



Chris Jimmerson  
Secretary

## Report on the Interim Ministry for the Board, First UU, Austin, TX

12/15/09-2/12/10

**CHURCH EVENTS AND ACTIVITIES:** During the above interval I prepared and preached the sermon on 7 Sundays and functioned as worship associate on 2 when I arranged for guest speakers. For Valentine's day, I arranged a ceremony of welcome to new members since Jan. 2009, 63 of them!

I participated in the following committees and events: Board meeting x2, Council, Transition Team x 4, Executive Comm. x 3, Finance x 2, Social Justice x 2, Membership Committee dinner, meeting of the Memorial Service task force and Congregational Caring Comm., Management Staff x 6, Covenant-creating groups x 3, and a Sharing Supper. In addition, I was the narrator for the R.E. pageant, and I worked with Nell on the Board covenant. I participated in the workshop led by Rev. Stefan Jonasson and hosted the entire staff (almost) at a holiday lunch and party at my home. I met with the Vassef brothers to plan Sudie's memorial service, and I made 4 additional home visits. There were many persons who visited me in the office, 7 of whom had appointments. The Transition Team and I are hard at work getting congregational input to and involvement with a covenant of healthy relations for the church.

**COMMUNITY EVENTS:** I conducted the memorial service for Sudie Vassef on January 9, and the same day I provided the opening words for the memorial service for Kelly Fero. Feb. 13 I will conduct the service for Kent Borden, former husband of Margaret and father of James. I participate in the intense rehearsals conducted by Brent Baldwin with the Texas Choral Consort – concerts are Feb. 19 and 20 – I have tickets!

**DENOMINATIONAL PARTICIPATION:** I, along with Nell and Sean, arranged the weekend visit with Stefan Jonasson and provided him with the themes we wanted him to address with the congregation. I attended the SW UU Ministers' Association annual retreat near Houston Jan. 25-28, and I traveled to Cheyenne, WY, Jan. 20-22 to keep vigil for my friend, the Rev. Suzanne Meyer. She was surrounded by ministers, congregants, long-time friends, and hospice staff, all of

whom loved her, when she died Jan. 23. There are 5 memorial services planned for her around the country, including Tulsa, OK. Feb. 10, I attended her memorial service there and revisited All Souls Unitarian Church for the first time in the 23 years since I left my position there.

I mentor 3 Interim Ministers and am busy with them. Chris J. and I worked on the Interim Ministry appraisal material that you and I processed at the last Board meeting. He has already sent your responses to the UUA.

I had a rare opportunity to sit and talk in the office with Rev. Max Gaebler, long-retired UU minister and a person I looked up to for years. His only regret about this trip was that his travel schedule didn't permit attending a Sunday service, he told me.

Respectfully submitted, Janet E. Newman, Interim Minister, 2009-10

## Executive Director's Report to FUUCA Board of Trustees January 16 – February 12, 2010

I have spent the bulk of my time this month closing the old books and getting the new books open. Though we have closed 2009, work continues to get the new books set up in a way that will give us confidence and reliable financial reports.

### Office & Staff

- Weekday Volunteers –Ann Edwards, Nancy Groblewski, Kathryn Govier, and Mary Jane Ford continue helping us regularly during the week. We're very grateful for their help. Other individuals continue to play important volunteer roles as well outside of the office.
- Mary Jane's new duties – Sandra King reports that Mary Jane's work putting together the weekly deposit is a "big help" and makes her bookkeeping easier. Mary Jane has also taken mail sorting off of Natalie's shoulders, freeing her for other work.
- Facility Scheduling – Natalie has begun emailing, each week, the facility use schedule to the leadership list. She has received positive feedback on this and the number of confirmation inquiries from in-house groups has dropped noticeably.
- Kitchen Manager – February 9 marks the last day of employment of our kitchen manager after roughly 3 months of service. I have begun looking for candidates to fill this 2 hr/week position providing mid-week cleaning and straightening.
- Natalie's Vacation – Natalie took February 5-15 off (11 calendar days, just 6 work days). Unfortunately, this year's budget did not permit us to bring in even a part-time substitute during that time to help hold down the fort. Lara, Sandra, several volunteers, and I have provided patchwork coverage to any urgent matters that Natalie would have regularly covered.

### Finances & Data

- New Financial Reports & Fund Accounting – we continue to set up and test the new financial system. Though we should complete the bulk of the heavy lifting shortly, I expect we will make small adjustments for several months to come.
- The old financial records– We have closed the old books and the 2009 fiscal year.
- 2009 Credit Card Pledge payments – Due to an error set up in the credit card system shortly before I took it over in March 2009, six individuals had a 13<sup>th</sup> monthly pledge payment (for their 2009 pledge) put on their credit cards in January 2010. When I became aware of this, I contacted those individuals and the Executive Committee to fully inform them of the situation. I received positive responses from all six and have resolved the matter to the satisfaction of each.
- Quickbooks networking – although the church, for years, has paid significant fees to be able to network Quickbooks, our accounting software, we had never done the appropriate set up on our end so that multiple users can work simultaneously on the books from different computers. Thanks to Dale Whiteaker-Lewis, we now can, which means that I can review and work on the books from my computer while Sandra does the same from hers. This represents a significant time savings for us at a critical time. It will also allow me to more closely monitor and review the books, and lend a hand as needed.

- Quickbooks passwords – previously, as many as 6 or 7 people had access to the church books and the ability to change them without leaving any trace. Now we have set up passwords and limited access on an as-needed basis. Per his preference, the treasurer (Luther Elmore) will have full viewing access but will not be able to make any changes (thus avoiding the risk of accidentally changing something). The bookkeeper (Sandra King) and I have full access.
- Meet & Eat Cash Flow – in the past, we appear to have had a lack of clarity regarding cash flow for Meet & Eat. We have clarified that process so that this year and in the future the revenue and expenses get assigned appropriately in the books.
- Special Plate Fund (Act 3545) – in order to have the books reflect the board’s action, at the January meeting, to take special monthly offerings, I have created a new restricted fund on the balance sheet. This should make it easy for us to track all special collections, manage them on a year-to-year basis, and quickly identify any errors that may creep into the system. (If the account shows a balance, that probably means that we either have a data entry error or that funds have not been distributed.)
- 2009 Advertising – we did not receive full reimbursement last year for the advertising First UU paid for on behalf of Austin’s other UU congregations. Unfortunately, we could not identify any documentation confirming when each congregation would pay their part, how much, etc. Based on previous patterns, I calculated a reasonable estimate for each. The Fellowship has already paid us in full, Live Oak is researching the matter, and I decided to waive the matter in the case of Wildflower because the amount, in their case, was small.

### **Facility & Hardware**

- Security Upgrades – on Friday, February 12, Cothron’s installed some small upgrades and made some small repairs for us. They replaced the hinges to the exterior foyer doors which had become worn out and begun sagging. We now have a deadbolt between the foyer and the main building, which will allow us to keep the foyer and sanctuary locked when not in use. (This is a facility security concern during the week, when otherwise people can enter and leave unobserved by staff.) We also have a day-time alarm now on the Howson Hall exterior door. This will also help reduce our risk of theft in an area of the church that does not always have eyes on it when the building is open. Before activating the alarm, I will orient the principal users of that door (e.g., Paradox Players). Both the alarm and the foyer deadbolt operate on our Medeco key system. Anyone who has an exterior key can operate them.
- Sanctuary Garden – Elizabeth Gray reports that “The next phase on the Sanctuary Garden project is to move dirt in to fill the beds and finalize position of the ceramic pots. We plan to re-use soil from a pond that Paige Hill is digging at her CSA farm. After that, install fountain mechanisms, install plants. Lynn Adams has spoken with Janet about doing a dedication as part of the service(s) near April 23 Earth Day, so that will be either Sunday April 18 or 25.”
- Grounds Budget – Elizabeth Gray and Barbara Denny have worked diligently over the past month to procure new bids for grounds maintenance within the parameters of the reduced 2010 budget. We have decided to continue to working with the same gardening outfit and will soon make a decision on lawn maintenance (aka “mow and blow”).



- Folding Walls – the new folding walls have been installed in the gallery and room 13.
- Playground Safety – Joseph Hunt and a team of loyal volunteers have made big strides on playground safety and cleanliness. Our families and renters feel much more comfortable. The High School group has agreed to take on the repainting of the old car. Immediate safety concerns on the A-Frame have been resolved, the question of whether or not to do a thorough rebuild with a stronger overall structure will get resolved when John Payne returns from vacation. A handful of smaller projects also remain on that playground, which Joseph plans to attend to upon his return from India early next month.
- Liability Insurance – Stephan Windsor got us a competing bid on liability insurance from another provider that some UU churches use. Eric Stimmel (who works as an insurance professional when he isn't wearing his FUUCA VP hat) reviewed the competing bid and advised that we stick with our current provider, Church Mutual. Given the small savings involved with the competitor and that we feel extremely satisfied with Church Mutual's level of service, we will remain with them.
- 12 Step Groups – The 12 Step Groups that meet at First UU have approached the Executive Committee asking for special rental rates. From what I understand, we have four 12-step groups regularly meeting here. They each pay a different rate, ranging from \$7.50 per meeting to something around maybe \$15 or \$20. Until last year, we didn't have contact information for any of them (contact name, phone number, email). They'd just drop a check/money order/cash in the slot every so often. I'm not aware of us having any contracts with them ever. The current rate for the classrooms is \$20/hr w/a 2 hour minimum. With the non-profit discount (25%) and the long-term contract discount (15%), they'd pay \$26 per meeting. Natalie had let them know in December that we needed to get contracts with them and that their rates would change (some were paying as little as \$7.50 per meeting). She extended the deadline for them to sign a contract until Feb 28. Now that that's just a few weeks away, they have approached us requesting special rates. The board will address this question at the February meeting.

## Other

- Vacation – In order to ensure that the new books and financial reports come together within a satisfactory time frame, I did not accompany my family on vacation to Costa Rica.
- Victor Gonzales – Mr. Gonzales has paid us his annual visit and we continue our regular payments to him in consideration of his years of service to First UU.
- Mail Permit – I'm going to let our mail permit lapse. It seems that we had it in order to do mass mailings of our newsletter, which we no longer do. I explored whether or not this permit would be appropriate for pledge statements (our other big mailer). Our local mailing requirements office directed me to publications PS-322 and PS-260, which seem to require us to use regular first class mail. Should we care to do bulk mail in the future, we can always sign up again. We also have the option of using a mail house's permit if we have them assemble the mailing (which is what we did for the newsletter anyway). Although less of a discount than the non-profit rate, this seems more economical than maintaining a permit we haven't used for many months and don't expect to use again on a regular basis.

**No Update this month**

- Keys & Alarms
- Cry Room Repair
- Security Task Force
- Webteam
- Church Management System
- The Big Loud Speakers (formerly stored in Howson Hall)
- Memorials & Staff

**Some of my other regular activities** (Reports for these usually appear elsewhere)

- Finance Committee Meetings
- Board of Trustees
- Board Executive Committee
- Stewardship Committee Meetings
- Bridge Builder Action Team (A-Team)
- Volunteer recruiting and coordination
- Management Team Meetings
- Church Council & Congregational Meetings
- Office Staff Meetings

Respectfully submitted by Sean Hale. February 12, 2010.

**DRE Board Report for January 2010**  
**Lara Douglass, Director of Religious Education**  
**First Unitarian Universalist Church of Austin**

**Religious Education Events in January 2010**

The Guest at Your Table collections were turned in this month. We are still getting boxes and checks, so have not completed our computations as yet for our Church contribution to the Unitarian Universalist Service Committee.

**Children's Programming:**

The Children's Programming Committee meets on the fourth Sunday of each month at 1:30 in room 9.

The children concluded their Fall curricula on Christianity. The middle school continues to use the Neighboring Faiths curriculum. The Spring 2010 curricula, described below, began on Sunday, January 10, 2010.

**Pre-K: Me & My World** *By: Bill Douglass*

**Description:** An exploration of our selves and our connection to the world around us. Class will encompass stories, crafts and outdoor activities on church grounds.

**Goals for Participants:** To get in touch with a sense of self, explore our relationships with others and discover wonders in nature our human connection to it.

**K-Grade 2: "WE BELIEVE; Learning and Living Our Unitarian Universalist Principles.** *Edited by: Ann Fields and Joan Goodwin*

**Description:** This program builds on the 7 Principles of Unitarian Universalism. Since Unitarian Universalists often state what we do not believe, the editors chose to work from the very foundation of our faith when developing this curriculum. The activities encourage participants to incorporate the Principles into their lives.

**Goals for Participants:** To explore what they know about the 7 Principles and to reflect on this knowledge. To engage in activities inspired by the Principles and incorporate the Principles into their daily lives.

**Grades 3-5**

**Spirit of Adventure. A UU Identity Curriculum**

*By: Kate Tweedie Covey*

**Description:** This is an active Unitarian Universalist Identity curriculum for children using the themes of sports, medicine, food, science, building, exploring and the web of life as ways to discover the people and values of our Unitarian Universalist faith.

## **DRE Board Report for January 2010**

**Lara Douglass, Director of Religious Education**

**First Unitarian Universalist Church of Austin**

**Goals for Participants:** To communicate that good sportsmanship and teamwork offer important parallels to the UU way of being in the world. To reinforce the value of taking care of others. To experience the significance of being kind and generous. To affirm the value of using reason and being curious. To explore the importance of being creative and trying new things. To examine the value of living simply and loving animals. To build leadership skills and responsibility in the congregational setting through special projects.

### **Middle School & High School: Neighboring Faiths: Exploring Religion with Youth.**

*By Christine Reed and Patricica Hoertdoerfer*

**Description:** Inspired by the UU classic, Church Across the Street, this yearlong curriculum helps youth to learn about their own faith and other faith traditions through interactive experience such as field trips and interviews. These encounters with other religions are given meaning through periods of reflection and discussion about Unitarian Universalist and personal beliefs and values.

**Goals for Participants:** To learn about other faith traditions. To consider the universals of religious experience. To deepen one's own faith. To strengthen one's understanding of and respect for cultural diversity.

The middle school and high school students went on a field trip to an Austin Hindu Temple, as part of their current curriculum. In February, they will attend Promise Land, a Christian pentacostal "mega church."

YRUU continues to meet on Sunday afternoons at 2:30.

**Adult Religious Education (ARE):** Adult RE included the following classes:

- Mind & Meaning Book Club
- Sunday Morning Book Club
- Spiritual Exploration & Philosophical Inquiry
- Voyagers Discussion & Moveable Feast
- Tai Chi
- Yoga
- Great Moments in UU History

The next meeting of the Adult Religious Education Committee will be on March 11, 2010 at 7pm in room 9 (RE Office.) The Adult Committee meets every other month.

### **Director Of Religious Education Update**

- 5 Management Team Meeting
- 6 RE Assistants Meeting
- 10 All Council Meeting
- 12 Management Team Meeting

## **DRE Board Report for January 2010**

**Lara Douglass, Director of Religious Education  
First Unitarian Universalist Church of Austin**

- 13 RE Assistants Meeting
- 14 Adult RE Meeting
- 15 Spiritual Movie Night
- 24 Stefan Jonneson
- 15 Management Team Meeting
- 28 Children's Programming Committee Meeting

### **Attendance Update:**

These totals include Children's RE Programs, the Nursery, Middle School and High School attendance figures. Attached is the spreadsheet, which breaks down the attendance in a Sunday-by-Sunday, time by time format.

I am happy to see a little spike in our attendance this month

<u>Month</u>	<u>Attendees</u>
January	<b>412</b>

Respectfully submitted by:  
Lara Douglass  
Director of Religious Education  
First UU Church of Austin  
January 31, 2010

## January 2010 Attendance Summary

January Monthly Totals				January Weekly Totals ALL			
CLASS	9:45	11:30	TOT	DATE	9:45	11:30	TOT
Nursery	58	46	104	3-Jan	30	47	77
PRE-K	30	30	60	10-Jan	34	50	84
K-2	49	36	85	17-Jan	32	52	84
3rd - 5th	30	50	80	24-Jan	37	51	88
Middle School		50	50	31-Jan	34	45	79
High School		16	16	<b>Monthly Total</b>			<b>412</b>
YRUU		17	17				
Choir	16	5	21				
<b>TOT</b>	<b>167</b>	<b>245</b>	<b>412</b>				

### Breakdown by RE Class

Nursery	9:45	11:30	TOT	3-5 Grade	9:45	11:30	TOT
3-Jan	9	7	16	3-Jan	6	10	16
10-Jan	12	6	18	10-Jan	7	13	20
17-Jan	12	11	23	17-Jan	7	9	16
24-Jan	15	13	28	24-Jan	6	8	14
31-Jan	10	9	19	31-Jan	4	10	14

Pre-K	9:45	11:30	TOT	6-8 Grade		11:30	
3-Jan	5	6	11	3-Jan			9
10-Jan	4	8	12	10-Jan			7
17-Jan	5	7	12	17-Jan			12
24-Jan	8	5	13	24-Jan			11
31-Jan	8	4	12	31-Jan			11

K-2	9:45	11:30	TOT	High School	11:30	YRUU	TOT
3-Jan	10	6	16	3-Jan	3	6	9
10-Jan	11	8	19	10-Jan	4	4	8
17-Jan	8	12	20	17-Jan	1	0	1
24-Jan	8	5	13	24-Jan	5	4	9
31-Jan	12	5	17	31-Jan	3	3	6

Choir	1st	2nd	TOT
3-Jan			0
10-Jan			0
17-Jan	12	5	17
24-Jan	21	5	26
31-Jan	16	5	21

**Report to the Board – Director of Music**  
**2/15/10**

**Adult Choir**

The FUUCA Adult Choir is back in full swing. We've been having strong attendance and are currently working on a series of pieces celebrating Black History Month, in addition to works coming up later in the season.

**Children's Choirs**

The FUUCA Children's Choirs also chugging along at full steam. We have a busy season planned out, which will include service musical offerings on 2/21, 3/7, 4/25, and 5/9, plus three Intergenerational Choir offerings. We currently have enough funding to run the program through the spring, after which we will determine if funding can be found to continue the program into the fall.

**Intergenerational Choir**

The FUUCA Intergenerational Choir sang for services on 1/31 with a rendering of "Day by Day" from Godspell. We have more anthems scheduled for 1/31, 4/4 and 5/9. The Intergenerational Choir consists of the church's Adult and Children's Choirs, plus anyone else who would like to jump in for the anthems on those particular Sundays. We had a few choir parents jump in on the 31<sup>st</sup>, which certainly adds another level of joy to the musical offerings.

**Special Musical Guests**

We featured guest singer-songwriter (and Kerville Folk Festival award-winning) Beth Wood on 2/7. Conspirare's Gitanjali Mathur will be featured this spring on a handful of dates. In the meantime we'll continue to be blessed with the formidable in-house talents of Bryan Uecker, John Sanders and our many musical volunteers.

**Outside Musical Events**

I'll be conducting an 85-voiced chorus and 28-piece orchestra of "The Creation" by Joseph Haydn next weekend (Feb 19-20). It's been an especially fun project for me because Janet Newman is singing as part of the soprano section, in addition to ten or so other FUUCA members. As we have an orchestral rehearsal scheduled for Tuesday the 15<sup>th</sup>, I will be unable to make the FUUCA board meeting.

Respectfully submitted,  
Brent Baldwin

<b>MEM. SAV. Account</b>		Realized GAIN	CASH	STOCKS	Unrealized	TOTAL	<b>Schwab</b>			
<b>2010</b>	Fees	Contributions	INTEREST	FUNDS	GAIN /	ACCOUNT	<b>3295-0559</b>			
DATE	Commissions	Distributions	DIVIDENDS	ETFs	( LOSS )	VALUE				
Dec ' 09	1,714.58	\$ 365,283.91	\$ (12,273.02)	\$ 1,160.09	\$ 351,850.80	\$ 4,222.55	\$ 357,233.44	MSF		
Dec ' 09	25.00	\$ 118,339.27	\$ 2,941.15	\$ 285.43	\$ 120,994.99	\$ (5,746.98)	\$ 115,533.44	LRF		
	1,739.58	\$ 483,623.18	\$ (9,331.87)	\$ 1,445.52	\$ 472,845.79	\$ (1,524.43)	\$ 472,766.88			
		(15,581.00)		(15,581.00)				For Operating Fund, 2009 annual transfer		
	43.79	(43.79)		(43.79)				Margin Interest		
			271.23	127,046.42	(126,775.19)				<b>Mo. to Mo. Change</b>	
<b>31-Jan-10</b>	1,783.37	\$ 467,998.39	\$ (9,060.64)	\$ 112,867.15	\$ 346,070.60	\$ (8,375.99)	\$ 450,561.76	<b>31-Jan-10</b>	(22,205.12)	-4.70%

<b>MURR MUSIC Account</b>		Realized GAIN	CASH	STOCKS	Unrealized	TOTAL	<b>Schwab</b>			
<b>2010</b>	Fees	Contributions	INTEREST	FUNDS	GAIN /	ACCOUNT	<b>9125-2123</b>			
DATE	Commissions	Distributions	DIVIDENDS	ETFs	( LOSS )	VALUE				
Dec ' 09	43.85	\$ 34,076.11	\$ 1,459.18	\$ 886.58	\$ 34,648.71	\$ 723.86	\$ 36,259.15			
			\$ 56.02	\$ 25.81	\$ 30.21					
		(887.77)		(887.77)				For Music Program		
<b>31-Jan-10</b>	\$ 43.85	\$ 33,188.34	\$ 1,515.20	\$ 24.62	\$ 34,678.92	\$ 335.70	\$ 35,039.24	<b>31-Jan-10</b>	(1,219.91)	-3.36%



PERM. ENDOW. Account			Realized GAIN	CASH	STOCKS	Unrealized	TOTAL	Schwab	
2010	Fees	Contributions	INTEREST		FUNDS	GAIN /	ACCOUNT		
DATE	Commissions	Distributions	DIVIDENDS		ETFs	( LOSS )	VALUE		
Dec ' 09	117.35	\$ 92,470.94	\$ (5,177.77)	\$ 339.76	\$ 86,953.41	\$ 17,319.54	\$ 104,612.71		
			206.16	(133.56)	339.72				
31-Jan-10	117.35	\$ 92,470.94	\$ (4,971.61)	\$ 206.20	\$ 87,293.13	\$ 12,643.94	\$ 100,143.27	31-Jan-10	Mo. to Mo. Change (4,469.44) -4.27%

HARTFORD ANNUITY			Realized GAIN	CASH	STOCKS	Unrealized	TOTAL		
2010	Fees	Contributions	INTEREST		FUNDS	GAIN /	ACCOUNT		
DATE	Commissions	Distributions	DIVIDENDS		ETFs	( LOSS )	VALUE		
Dec ' 09		10,000.00	926.59		10,926.59		10,926.59		
			35.77		35.77		35.77		
31-Jan-10		\$ 10,000.00	\$ 962.36		\$ 10,962.36		\$ 10,962.36	31-Jan-10	Mo. to Mo. Change 35.77 0.33%

<b>MEM. SAV. Account</b>			Realized GAIN	CASH	STOCKS	Unrealized	TOTAL	<b>Schwab</b>	
<b>2009</b>	Fees	Contributions	INTEREST		FUNDS	GAIN /	ACCOUNT		
DATE	Commissions	Distributions	DIVIDENDS		ETFs	( LOSS )	VALUE		
01-Jan-09		\$ 342,243.50	\$ 26,230.71	\$ 26,230.71	\$ 342,243.50	\$ (45,039.78)	\$ 323,434.43		
		2,567.59	(18,030.91)	(25,070.62)	9,607.30	49,262.33	33,799.01		
31-Dec-09		\$ 344,811.09	\$ 8,199.80	\$ 1,160.09	\$ 351,850.80	\$ 4,222.55	\$ 357,233.44	33,799.01	10.45%

<b>LONG RANGE Account</b>			Realized GAIN	CASH	STOCKS	Unrealized	TOTAL	<b>Schwab</b>	
<b>2009</b>	Fees	Contributions	INTEREST		FUNDS	GAIN /	ACCOUNT		
DATE	Commissions	Distributions	DIVIDENDS		ETFs	( LOSS )	VALUE		
01-Jan-09		\$ 115,217.32	\$ 24,074.89	\$ 24,074.89	\$ 115,217.32	\$ (14,283.45)	\$ 125,008.76		
		(20,000.00)	1,988.21	(23,789.46)	5,777.67	8,536.47	(9,475.32)		
31-Dec-09		\$ 95,217.32	\$ 26,063.10	\$ 285.43	\$ 120,994.99	\$ (5,746.98)	\$ 115,533.44	(9,475.32)	-7.58%

<b>MURR Account</b>			Realized GAIN	CASH	STOCKS	Unrealized	TOTAL	<b>Schwab</b>	
<b>2009</b>	Fees	Contributions	INTEREST		FUNDS	GAIN /	ACCOUNT		
DATE	Commissions	Distributions	DIVIDENDS		ETFs	( LOSS )	VALUE		
01-Jan-09		\$ 28,623.85	\$ 6,810.04	\$ 6,810.04	\$ 28,623.85	\$ (1,763.99)	\$ 33,669.90		
		(960.10)	\$ 1,073.71	\$ (5,923.46)	\$ 6,037.07	\$ 2,475.64	\$ 2,589.25		
31-Dec-09		\$ 27,663.75	\$ 7,883.75	\$ 886.58	\$ 34,660.92	\$ 711.65	\$ 36,259.15	2,589.25	7.69%

<b>PERM. ENDOW. Account</b>			Realized GAIN	CASH	STOCKS	Unrealized	TOTAL	<b>Schwab</b>	
<b>2009</b>	Fees	Contributions	INTEREST		FUNDS	GAIN /	ACCOUNT		
DATE	Commissions	Distributions	DIVIDENDS		ETFs	( LOSS )	VALUE		
01-Jan-09		\$ 92,545.86	\$ 9,693.06	\$ 1,095.55	\$ 101,143.37	\$ (20,400.60)	\$ 81,838.32		
		-	\$ (12,329.11)	\$ (755.79)	\$ (11,573.32)	\$ 35,103.50	\$ 22,774.39		
31-Dec-09		\$ 92,545.86	\$ (2,636.05)	\$ 339.76	\$ 89,570.05	\$ 14,702.90	\$ 104,612.71	22,774.39	27.83%

<b>MEM. SAV. Account</b>			Realized GAIN	CASH	STOCKS	Unrealized	TOTAL	<b>Schwab</b>	
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2009 DATE	Fees Commissions	Contributions Distributions	INTEREST DIVIDENDS		FUNDS ETFs	GAIN / (LOSS)	ACCOUNT VALUE	3295-0559	
Dec '08	83.48	\$ 342,243.50	\$ 26,230.71	\$ 26,230.71	\$ 342,243.50	\$ (45,039.78)	\$ 323,434.43		Mo. to Mo. Change
								\$	%
Jan '09	30.94	\$ 342,243.50	\$ 26,578.50	\$ 32,530.48	\$ 336,291.52	\$ (62,751.26)	\$ 306,070.74	(17,363.69)	-5.37%
Feb '09	28.38	\$ 342,243.50	\$ 4,046.52	\$ 75,567.84	\$ 270,722.18	\$ (51,948.62)	\$ 294,341.40	(11,729.34)	-3.83%
Mar '09	1,414.40	\$ 342,243.50	\$ 3,069.65	\$ 74,435.43	\$ 270,877.72	\$ (42,211.69)	\$ 303,101.46	8,760.06	2.98%
Apr '09	5.00	\$ 342,243.50	\$ 3,384.59	\$ 74,701.16	\$ 270,926.93	\$ (30,884.61)	\$ 314,743.48	11,642.02	3.84%
May '09	18.06	\$ 342,243.50	\$ 3,113.70	\$ 79,068.87	\$ 266,288.33	\$ (22,524.65)	\$ 322,832.55	8,089.07	2.57%
Jun '09		\$ 342,243.50	\$ 4,286.78	\$ 383.36	\$ 346,146.92	\$ (23,183.18)	\$ 323,347.10	514.55	0.16%
Jul '09		\$ 342,243.50	\$ 4,670.11	\$ 713.16	\$ 346,200.45	\$ (12,764.28)	\$ 334,149.33	10,802.23	3.34%
Aug '09		\$ 342,243.50	\$ 4,952.72	\$ 946.13	\$ 346,250.09	\$ (8,546.39)	\$ 338,649.83	4,500.50	1.35%
Sep '09		\$ 343,287.35	\$ 5,676.16	\$ 1,513.58	\$ 347,449.93	\$ (1,148.90)	\$ 347,814.61	9,164.78	2.71%
Oct '09		\$ 343,287.35	\$ 5,858.98	\$ 1,602.33	\$ 347,544.00	\$ (5,394.10)	\$ 343,752.23	(4,062.38)	-1.17%
Nov '09	121.36	\$ 342,615.09	\$ 6,862.43	\$ (9.84)	\$ 349,487.36	\$ 2,153.82	\$ 351,631.34	7,879.11	2.29%
Dec '09		\$ 344,811.09	\$ 8,199.80	\$ 1,160.09	\$ 351,850.80	\$ 4,222.55	\$ 357,233.44	5,602.10	1.59%

<b>LONG RANGE Account</b>	Realized GAIN	CASH	STOCKS	Unrealized	TOTAL	<b>Schwab</b>
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2009	Fees	Contributions	INTEREST		FUNDS	GAIN /	ACCOUNT	3295-0560	
DATE	Commissions	Distributions	DIVIDENDS		ETFs	(LOSS)	VALUE	Mo. to Mo. Change	
Dec '08	25.00	\$ 138,339.27	\$ 952.94	\$ 24,074.89	\$ 115,217.32	\$ (14,283.45)	\$ 125,008.76		
		(20,000.00)	198.98	(19,812.41)	11.39				
Jan '09		\$ 118,339.27	\$ 1,151.92	\$ 4,262.48	\$ 115,228.71	\$ (20,616.75)	\$ 98,874.44	(26,134.32)	-20.91%
			93.82	76.79	17.03				
Feb '09		\$ 118,339.27	\$ 1,245.74	\$ 4,339.27	\$ 115,245.74	\$ (25,193.73)	\$ 94,391.28	(4,483.16)	-4.53%
			161.84	88.04	73.80				
Mar '09		\$ 118,339.27	\$ 1,407.58	\$ 4,427.31	\$ 115,319.54	\$ (21,769.25)	\$ 97,977.60	3,586.32	3.80%
			135.11	128.82	6.29				
Apr '09		\$ 118,339.27	\$ 1,542.69	\$ 4,556.13	\$ 115,325.83	\$ (17,988.35)	\$ 101,893.61	3,916.01	4.00%
			81.38	75.86	5.52				
May '09		\$ 118,339.27	\$ 1,624.07	\$ 4,631.99	\$ 115,331.35	\$ (15,803.22)	\$ 104,160.12	2,266.51	2.22%
			398.10	(4,305.45)	4,703.55				
Jun '09		\$ 118,339.27	\$ 2,022.17	\$ 326.54	\$ 120,034.90	\$ (15,837.03)	\$ 104,524.41	364.29	0.35%
			123.79	121.42	2.37				
Jul '09		\$ 118,339.27	\$ 2,145.96	\$ 447.96	\$ 120,037.27	\$ (11,854.92)	\$ 108,630.31	4,105.90	3.93%
			75.78	75.29	0.49				
Aug '09		\$ 118,339.27	\$ 2,221.74	\$ 523.25	\$ 120,037.76	\$ (10,106.93)	\$ 110,454.08	1,823.77	1.68%
			154.66	91.81	62.85				
Sep '09		\$ 118,339.27	\$ 2,376.40	\$ 615.06	\$ 120,100.61	\$ (7,389.11)	\$ 113,326.56	2,872.48	2.60%
			123.74	123.48	0.26				
Oct '09		\$ 118,339.27	\$ 2,500.14	\$ 738.54	\$ 120,100.87	\$ (9,055.19)	\$ 111,784.22	(1,542.34)	-1.36%
			83.12	(738.54)	821.66				
Nov '09		\$ 118,339.27	\$ 2,583.26	\$ (0.00)	\$ 120,922.53	\$ (6,100.26)	\$ 114,822.27	3,038.05	2.72%
			357.89	285.43	72.46				
Dec '09		\$ 118,339.27	\$ 2,941.15	\$ 285.43	\$ 120,994.99	\$ (5,746.98)	\$ 115,533.44	711.17	0.62%

**MURR Account**

2009	Fees	Contributions	INTEREST	CASH	STOCKS	Unrealized	TOTAL	Schwab	
					FUNDS	GAIN /	ACCOUNT	9125-2123	

2009

## FUUCA Portfolios

2009

DATE	Commissions	Distributions	DIVIDENDS		ETFs	( LOSS )	VALUE	Mo. to Mo. Change	
								\$	%
Dec ' 08		\$ 35,036.21	\$ 397.68	\$ 6,810.04	\$ 28,623.85	\$ (1,763.99)	\$ 33,669.90		
			75.37	(31.93)	107.30				
Jan ' 09		\$ 35,036.21	\$ 473.05	\$ 6,778.11	\$ 28,731.15	\$ (2,910.04)	\$ 32,599.22	(1,070.68)	-3.18%
			64.57		64.57				
Feb ' 09		\$ 35,036.21	\$ 537.62	\$ 6,778.11	\$ 28,795.72	\$ (4,387.31)	\$ 31,186.52	(1,412.70)	-4.33%
			95.67		95.67				
Mar ' 09		\$ 35,036.21	\$ 633.29	\$ 6,778.11	\$ 28,891.39	\$ (3,853.07)	\$ 31,816.43	629.91	2.02%
			68.47		68.47				
Apr ' 09		\$ 35,036.21	\$ 701.76	\$ 6,778.11	\$ 28,959.86	\$ (2,717.64)	\$ 33,020.33	1,203.90	3.78%
			65.69		65.69				
May ' 09		\$ 35,036.21	\$ 767.45	\$ 6,778.11	\$ 29,025.55	\$ (1,942.52)	\$ 33,861.14	840.81	2.55%
			121.36	\$ (6,778.11)	6,899.47				
Jun ' 09		\$ 35,036.21	\$ 888.81	\$ -	\$ 35,925.02	\$ (1,794.36)	\$ 34,130.66	269.52	0.80%
			90.30		90.30				
Jul ' 09		\$ 35,036.21	\$ 979.11	\$ -	\$ 36,015.32	\$ (581.09)	\$ 35,434.23	1,303.57	3.82%
			64.00		64.00				
Aug ' 09		\$ 35,036.21	\$ 1,043.11	\$ -	\$ 36,079.32	\$ (34.66)	\$ 36,044.66	610.43	1.72%
	38.85	(960.10)	88.06		(872.04)				
Sep ' 09		\$ 34,076.11	\$ 1,131.17	\$ -	\$ 35,207.28	\$ 555.78	\$ 35,763.06	(281.60)	-0.78%
	5.00		56.59	(5.00)	61.59				
Oct ' 09		\$ 34,076.11	\$ 1,187.76	\$ (5.00)	\$ 35,268.87	\$ (207.89)	\$ 35,055.98	(707.08)	-1.98%
			71.24	756.50	(685.26)				
Nov ' 09		\$ 34,076.11	\$ 1,259.00	\$ 751.50	\$ 34,583.61	\$ 650.32	\$ 35,985.43	929.45	2.65%
			200.18	135.08	65.10				
Dec ' 09		\$ 34,076.11	\$ 1,459.18	\$ 886.58	\$ 34,648.71	\$ 723.86	\$ 36,259.15	273.72	0.76%

## PERM. ENDOW. Account

Realized GAIN

CASH

STOCKS

Unrealized

TOTAL

Schwab  
3289-9947

2009

Fees

Contributions

INTEREST

FUNDS

GAIN /

ACCOUNT

DATE

Commissions

Distributions

DIVIDENDS

ETFs

( LOSS )

VALUE

2009

## FUUCA Portfolios

2009  
30

								Mo. to Mo. Change	
								\$	%
Dec ' 08		\$ 92,470.94	\$ 1,025.47	\$ 1,095.55	\$ 92,400.86	\$ (11,658.09)	\$ 81,838.32		
			83.11	(93.70)	176.81				
Jan ' 09		\$ 92,470.94	\$ 1,108.58	\$ 1,001.85	\$ 92,577.67	\$ (17,244.88)	\$ 76,334.64	(5,503.68)	-6.73%
			(9,249.82)	(665.68)	(8,584.14)				
Feb ' 09	51.97	\$ 92,545.86	\$ (8,141.24)	\$ 336.17	\$ 83,993.53	\$ (12,495.95)	\$ 71,833.75	(4,500.89)	-5.90%
			62.43	62.15	0.28				
Mar ' 09		\$ 92,545.86	\$ (8,078.81)	\$ 398.32	\$ 83,993.81	\$ (7,759.29)	\$ 76,632.84	4,799.09	6.68%
			271.68	271.38	0.30				
Apr ' 09		\$ 92,545.86	\$ (7,807.13)	\$ 669.70	\$ 83,994.11	\$ (1,885.02)	\$ 82,778.79	6,145.95	8.02%
			107.48	(80.90)	188.38				
May ' 09		\$ 92,545.86	\$ (7,699.65)	\$ 588.80	\$ 84,182.49	\$ 2,584.83	\$ 87,356.12	4,577.33	5.53%
			389.14	116.18	272.96				
Jun ' 09		\$ 92,545.86	\$ (7,310.51)	\$ 704.98	\$ 84,455.45	\$ 1,866.30	\$ 87,026.73	(329.39)	-0.38%
			274.69	274.38	0.31				
Jul ' 09		\$ 92,545.86	\$ (7,035.82)	\$ 979.36	\$ 84,455.76	\$ 7,139.87	\$ 92,574.99	5,548.26	6.38%
			(5,110.69)	(974.18)	(4,136.51)				
Aug ' 09		\$ 92,545.86	\$ (12,146.51)	\$ 5.18	\$ 80,319.25	\$ 14,122.88	\$ 94,447.31	1,872.32	2.02%
			84.26	0.03	84.23				
Sep ' 09		\$ 92,545.86	\$ (12,062.25)	\$ 5.21	\$ 80,403.48	\$ 18,803.38	\$ 99,212.07	4,764.76	5.04%
			172.47	172.27	0.20				
Oct ' 09		\$ 92,545.86	\$ (11,889.78)	\$ 177.48	\$ 80,403.68	\$ 15,609.65	\$ 96,190.81	(3,021.26)	-3.05%
			172.27	(172.27)	344.54				
Nov ' 09		\$ 92,545.86	\$ (11,717.51)	\$ 5.21	\$ 80,748.22	\$ 20,580.67	\$ 101,334.10	5,143.29	5.35%
			413.87	334.55	79.32				
Dec ' 09		\$ 92,545.86	\$ (11,303.64)	\$ 339.76	\$ 80,827.54	\$ 23,445.41	\$ 104,612.71	3,278.61	3.24%

## Checklist—search for a called minister

	<i>Advised Date</i>	<i>Actual Date</i>
<b>Direction-Finding</b>		
1. Board arrange for visits of District Executive (DE), Ministerial Settlement Representative (MSR), and District Compensation Consultant; provide requested information to MSR	Mar-Jun	_____
2. Board plan search committee selection process	Mar-Jun	_____
3. Board adopt search committee budget	Mar-Jun	_____
4. Board conduct congregation's election of search committee	Mar-Jun	_____
<b>Self-Study</b>		
5. Search committee (SC) provide requested information to and meet with MSR (second consultation)	Jun-Sept	_____
6. SC familiarize itself with the Transitions Office website and the Ministerial Settlement System	Jun-Sept	_____
7. SC print out copies of the <i>Settlement Handbook</i> and the <i>Resource Guide</i> for every member	Jun-Sept	_____
8. SC go on facilitated overnight retreat	Jun-Sept	_____
9. SC select chair (and Transitions Office contact), allocate tasks, establish time-line	Jun-Sept	_____
10. Board select negotiating team to recommend ministerial compensation package and draft agreement	Jun-Sept	_____
11. SC gather information by cottage meetings, survey, interviews, etc.	Jun-Sept	_____
12. SC schedule Beyond Categorical Thinking workshop for congregation	Jun-Sept	_____
13. SC compose Congregational Record (CR)	Jun-Sept	_____
14. SC begin compilation of informational packet for exchange with interested ministers	Jun-Sept	_____
15. Negotiating team present recommended compensation package and draft agreement to board	Jun-Sept	_____
<b>Framing the Search</b>		
16. SC set up neutral pulpit arrangements with nearby congregations	Sept-Oct	_____
17. SC create, distribute, and analyze results of congregational survey and other information-gathering	Sept-Oct	_____
18. Board tender approved compensation package and draft agreement to search committee (if a vote by the Congregation is required on the package, allow time for it)	Sept-Oct	_____
19. <b>SC complete online Application for Minister by</b>	<b>Oct. 31</b>	_____
20. <b>SC complete online CR by</b>	<b>Oct. 31</b>	_____
21. <b>SC request MSR to give go-ahead for Transitions to unveil CR; follow up to make sure the unveiling occurs by</b>	<b>Oct. 31</b>	_____
22. SC prepare informational packet, including draft agreement and survey results, and make copies for potential candidates; send copy to MSR for review	Sept-Oct	_____
<b>Open for Business</b>		
23. <b>SC meet with MSR for third consultancy (often by conference call) ideally <i>no later than</i></b>	<b>Nov. 30</b>	_____

24. SC can request access to Ministerial Records when the following are in order, ideally <i>no later than</i>	Nov. 30	_____
• Survey results, draft agreement, and compensation package reviewed by the Transitions Director		
• Informational packet reviewed by the MSR		
• MSR's third consultancy is imminent		
25. SC call interested ministers, exchange packets with those whose interest it reciprocates	Nov-Jan	_____
26. SC sponsor Beyond Categorical Thinking workshop	Nov-Jan	_____
27. SC receive, circulate, and evaluate ministers' packets, conduct group phone interviews, interview named references	Nov-Jan	_____
28. Transitions make available MRs of additional interested ministers as manifested	Nov-Jan	_____
29. SC select and schedule three or four pre-candidates for pre-candidating weekends including neutral pulpits	Jan 30	_____
30. SC request interpretive file summaries from Transitions	Jan-Feb	_____
31. SC, with the pre-candidates' acknowledgement, interview developed references in congregations in which the pre-candidates have previously served and with previous employers and named references in current congregation	Jan-Feb	_____
<b>Pre-Candidating Weekends</b>		
32. Pre-candidating weekends!	Feb-Mar	_____
<b>Selection</b>		
33. SC decide on proposed candidate and make offer contingent on satisfactory criminal record background check and interviews of developed references in current congregation/employment no earlier than noon Eastern time	March 15	_____
34. SC, with the proposed candidate's acknowledgement, interview developed references in current congregation or employment	Mar-Apr	_____
35. SC conduct criminal record background check on proposed candidate	Mar-Apr	_____
36. Negotiating team conclude ministry agreement with candidate, including compensation matters, subject if necessary to contingencies in step 33	Mar-Apr	_____
37. SC conclude background check and reference interviews	Mar-Apr	_____
38. Board and candidate execute ministry agreement subject to extension of call by congregation and acceptance by candidate	Mar-Apr	_____
39. Board announces candidacy	Mar-Apr	_____
<b>Candidating Week</b>		
40. Congregation extends call and minister accepts	Apr-May	_____
41. SC submits Notice of Call to Transitions	Apr-May	_____



## **12 STEP PROGRAMS REQUEST FOR SPECIAL RENT RATES**

**(Summary, on behalf of Executive Committee, by Sean Hale, 2/11/2010)**

The 12 Step Groups that meet at First UU have approached the Executive Committee asking for special rental rates.

### **BACKGROUND**

As you might expect, this is both complex and nebulous.

From what I understand, we have four 12-step groups regularly meeting here. They each pay a different rate, ranging from \$7.50 per meeting to something around maybe \$15 or \$20. Until last year, we didn't have contact information for any of them (contact name, phone number, email). They'd just drop a check/money order/cash in the slot every so often. I'm not aware of us having any contracts with them ever.

### **NEW RATE**

The current rate for the classrooms is \$20/hr w/a 2 hour minimum. With the non-profit discount (25%) and the long-term contract discount (15%), they'd pay \$26 per meeting.

Natalie had let them know in December that we needed to get contracts with them and that their rates would change (some were paying as little as \$7.50 per meeting). She extended the deadline for them to sign a contract until Feb 28. Now that that's just a few weeks away, they have approached us requesting special rates.

### **CONSIDERATIONS**

The core question for the board is whether or not providing space to 12-step groups is a special form of ministry that we want to support. Do 12-step meetings merit an even larger discount beyond those currently in place? If so, how much?

Until we have clarity of mission, vision, and values ... of our purpose in the world, this is a difficult question for us to answer. If our purpose gives heavy weight to working with people struggling with addiction, for example, that might lead us to a different answer than a social justice focus on the environment.

And, if the board says yes to these groups, what about other special causes and groups? Does the board then regularly receive petitions from anyone wanting a special deal? We may have a potential Pandora's box here both in terms of the board's time and administering any system of special deals.

Regarding ability to pay, one group has as few as 5 regular participants while another has 15-20. For sake of perspective, the board may want to keep in mind that a cup of coffee runs at least \$1.50 and a pack of cigarettes runs about \$4.

VOTE #1 – SHOULD THE BOARD CONSIDER SPECIAL OPTIONS AT ALL?

Yes = The board should consider extending special discounted rental rates beyond those already available.

No = The status quo is fine. The board should not consider changing rental policy at this time.

VOTE #2 – IF THE FIRST VOTE PASSES

If the first vote passes, then the board will vote on the following motion:

“The First UU board of trustees hereby authorizes the Executive Team to negotiate and grant special hardship rental rates above and beyond the standard discounts as described in the FUUCA rental policy, up to a total of 50%. The number of hardship discounts shall not exceed 4 contracts in any calendar year.”

**FIRST UU CHURCH – AUSTIN, TEXAS**  
**TREASURER’S REPORT (Luther Elmore, Treasurer)**  
**JANUARY 2010**

**Income and Expenditures:**

January 2010:

2010 has begun with revenue exceeding expenditures for January. Total income for January was \$57,250.86 and total expenditures were \$41,459.89.

The new financial reports are still incomplete, but we hope for most adjustments and discrepancies to be resolved by the end of February. After that, we expect only small corrections to be made.

2009 Totals:

2009 end-of-year data is complete and the books have been closed. The end of year figures vary slightly from the data submitted for January, but the underlying conclusions remained the same. Total income for the year was \$658,742.68, within 2% of the budgeted amount of \$646,481.00. Total expenses for the year totaled \$670,426.31, \$19,842.69 less than the projected \$690,269. The biggest savings were a result of reduced facilities and grounds expenditures (\$5,178.78 below budget) and savings in budgeted UUA pension payments (\$6,841.67) and in professional expenses (\$14,000). The bottom line is that for the year the deficit was \$11,683.63, far below the projected deficit of \$43,788.00.

This is the third consecutive year (2007-2009) that the church has run a deficit, spending more money than we took in. The cumulative deficit for the last three years is \$81,481.62.

Special Collections:

UUA Haitian Earthquake Relief: \$4,180.09 (plus \$154.33 in Bake Sale proceeds)

**Endowment Accounts:**

As of 1-31-10 the amount held in the all Schwab accounts was \$585,744.27. In addition, the balance in the Hartford annuity was \$10,962.36. This reflects a loss in all four funds for the month of January of \$27,858.70.

Assets from the “Long Range Fund” were transferred into the “Memorial Savings Fund Account,” resulting in all funds now being located in one Schwab account. Nothing else about the funds changed. This was a total transfer of \$116,905.65.

In addition, the end of the year reserve fund calculation from the FAMP resulted in the “transfer” of \$37,578.00 from the Operating Budget to the Memorial Savings Fund. This “transfer” reduced the amount “due to” the Operating Budget from the Schwab account due to stock donations to \$19,477.84. Nevertheless, over \$80,000 located in the Schwab accounts is still “due to” operating funds.

**Finance Committee:**

The Finance Committee recommended a policy of adding a “hardship discount” of an additional 10% for renters that find it difficult to pay the standard rental rates. This would normally apply to small groups (such as 12 step programs) that often times have only a few participants.

The committee deferred a request for a fundraiser by the Library for a fund raiser / book sale. The request has been deferred until the Library is open and in use.

The committee discussed the possibility of requiring credit checks for employees and officers who handle the funds of the church. More research and discussion will follow.

**Stewardship Committee:**

The Stewardship Committee sent a stewardship letter along with the end-of-year contribution statements. Since the statements were sent to an expanded list, some individuals responded negatively.

First Unitarian Universalist Church of Austin  
**Balance Sheet**  
As of December 31, 2009

	<u>Dec 31, 09</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Credit Union Checking	(11,338.31)
<b>Savings</b>	
THCU Savings	4,053.26
<b>Total Savings</b>	<u>4,053.26</u>
<b>Total Checking/Savings</b>	(7,285.05)
<b>Accounts Receivable</b>	
Accounts Receivable	(9.80)
<b>Total Accounts Receivable</b>	<u>(9.80)</u>
<b>Other Current Assets</b>	
<b>Due (To)/From Schwab Accts</b>	
<b>Due from LRF - Capital Campaign</b>	
Due from LRF-Architects,fees	1,182.92
Due from LRF - Capital Campaign - Other	10,000.00
<b>Total Due from LRF - Capital Campaign</b>	<u>11,182.92</u>
Due from Memorial/Endowment	56,777.52
LRF Equity	66,088.42
Due (To)/From Schwab Accts - Other	46,139.15
<b>Total Due (To)/From Schwab Accts</b>	<u>180,188.01</u>
Payroll Asset	(38.40)
Petty Cash Kitchen	175.25
Petty Cash Office	7.35
<b>Total Other Current Assets</b>	<u>180,332.21</u>
<b>Total Current Assets</b>	173,037.36
<b>Fixed Assets</b>	
Accumulated Depr'n	(396,606.00)
<b>Church Building</b>	
New Building Cost	553,072.75
Old Building Cost	119,160.00
<b>Total Church Building</b>	<u>672,232.75</u>
Furniture and Fixtures	19,111.42
Organ	36,062.04
<b>Total Fixed Assets</b>	<u>330,800.21</u>
<b>TOTAL ASSETS</b>	<u><u>503,837.57</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	

**First Unitarian Universalist Church of Austin**  
**Balance Sheet**  
As of December 31, 2009

	<b>Dec 31, 09</b>
Accounts Payable	6,857.96
Total Accounts Payable	6,857.96
<b>Other Current Liabilities</b>	
Direct Deposit Liabilities	286.56
Payroll Liabilities	13,460.57
Rental Deposits	50.00
Total Other Current Liabilities	13,797.13
Total Current Liabilities	20,655.09
Total Liabilities	20,655.09
<b>Equity</b>	
BoT Designated LR Fund	66,088.42
Capital Campaign Donation	10,000.00
<b>Fund Balances</b>	
Adrienne & Miriam Murr Fund	250.00
<b>Adult RE Fund</b>	
Adult RE Owl	495.00
Distinguished Lecture Series	330.43
Facilities Rental	6,083.41
Adult RE Fund - Other	1,734.46
Total Adult RE Fund	8,643.30
Bookstore Fund	2,491.86
Caring Fund	5,721.22
Denominational Affairs Fund	70.02
Facilities Emergency Fund	2,923.63
Flowers Fund	329.34
Green Sanctuary	1,586.55
Internet Ministries	2,797.67
Junior High Fund	3,386.56
Library Fund	350.59
Media Team	1,753.66
Mid-Week Gathering	775.60
<b>Music Fund</b>	
Children's Choir	2,292.52
Music Fund - Other	1,318.29
Total Music Fund	3,610.81
Paradox Players	19,742.49
<b>Religious Education Fund</b>	
Camp UU - Hogwarts	5,083.90
Other Income	497.60
Recycling Project	778.71
Religious Education Fund - Other	3,054.00
Total Religious Education Fund	9,414.21
Senior High Fund	5,087.29
Social Action Fund	717.95

**First Unitarian Universalist Church of Austin**  
**Balance Sheet**  
As of December 31, 2009

	<u>Dec 31, 09</u>
Voyager	211.39
YARN	208.24
Yew Grove Pagan Interfaith	<u>155.04</u>
<b>Total Fund Balances</b>	<b>70,227.42</b>
Opening Balance Equity	280,169.57
Retained Earnings	68,380.74
Transfer from M/E	(0.04)
Net Income	<u>(11,683.63)</u>
<b>Total Equity</b>	<b><u>483,182.48</u></b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u><u>503,837.57</u></u></b>

**First Unitarian Universalist Church of Austin**  
**Profit & Loss Budget vs. Actual**  
January through December 2009

	<u>Jan - Dec 09</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Pledge Income</b>				
Pledge Income 2009	431,418.30	525,000.00	(93,581.70)	82.18%
Spring Canvass	51,564.00			
Pledge Income 2010	11,535.00			
Pledge Income - Other	10,757.53			
Pledge Income 2008	5,542.50			
Credit Card Fees	(2,537.08)			
<b>Total Pledge Income</b>	<u>508,280.25</u>	<u>525,000.00</u>	<u>(16,719.75)</u>	<u>96.82%</u>
<b>Rental Income</b>	53,248.08	35,000.00	18,248.08	152.14%
<b>Contributions Income</b>				
Unrestricted Contributions	44,171.45	60,000.00	(15,828.55)	73.62%
Contributions Income - Other	39.60			
<b>Restricted Contributions</b>				
Split the Plate Rec'd	11,979.00			
Split the Plate Paid	(13,049.44)			
<b>Total Restricted Contributions</b>	<u>(1,070.44)</u>			
<b>Total Contributions Income</b>	<u>43,140.61</u>	<u>60,000.00</u>	<u>(16,859.39)</u>	<u>71.9%</u>
<b>Transfer from Restricted</b>	16,902.73	500.00	16,402.73	3,380.55%
<b>Transfer from ME Fund</b>	15,580.92	15,581.00	(0.08)	100.0%
<b>Paradox Players (net)</b>	13,286.02	3,500.00	9,786.02	379.6%
<b>Misc Income</b>				
Misc Income - Other	4,895.46	1,400.00	3,495.46	349.68%
Sunday Kitchen Donations	3,127.93	4,000.00	(872.07)	78.2%
HEB Scrip Income	(834.90)	1,500.00	(2,334.90)	(55.66%)
<b>Total Misc Income</b>	<u>7,188.49</u>	<u>6,900.00</u>	<u>288.49</u>	<u>104.18%</u>
<b>Special Event Income</b>	944.23			
<b>Unrest. Invst Income</b>				
Interest Income	171.35			
<b>Total Unrest. Invst Income</b>	<u>171.35</u>			
<b>Total Income</b>	<u>658,742.68</u>	<u>646,481.00</u>	<u>12,261.68</u>	<u>101.9%</u>
<b>Expense</b>				
<b>General Operations</b>				
Wages (Office)	72,009.64	70,600.00	1,409.64	102.0%
Administrator's Salary	60,384.59	60,000.00	384.59	100.64%
Medical Insurance	18,073.35	18,245.00	(171.65)	99.06%
Office Equip Lease	17,713.09	15,000.00	2,713.09	118.09%
Payroll Taxes (Office)	10,200.19	9,991.00	209.19	102.09%
Computer Expenses	7,389.48	7,500.00	(110.52)	98.53%
Newsletter	5,660.56	5,500.00	160.56	102.92%
Office Supplies	4,957.13	5,000.00	(42.87)	99.14%
Telephone	4,229.23	3,500.00	729.23	120.84%
Pension-UUA	3,610.95	7,830.00	(4,219.05)	46.12%
Postage and Bulk Mail	3,474.88	4,500.00	(1,025.12)	77.22%

**First Unitarian Universalist Church of Austin**  
**Profit & Loss Budget vs. Actual**  
January through December 2009

	<u>Jan - Dec 09</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Worker's Comp Insurance</b>	3,396.00	4,700.00	(1,304.00)	72.26%
<b>Miscellaneous Expense</b>				
<b>Other Fees/Dues</b>	1,201.21	2,000.00	(798.79)	60.06%
<b>Bank Fees</b>	826.05	1,980.00	(1,153.95)	41.72%
<b>Miscellaneous Expense - Other</b>	678.73	1,470.00	(791.27)	46.17%
<b>Safety Deposit Box Rental</b>	50.00	50.00	0.00	100.0%
<b>Total Miscellaneous Expense</b>	<u>2,755.99</u>	<u>5,500.00</u>	<u>(2,744.01)</u>	<u>50.11%</u>
<b>Professional Expenses</b>	615.26	500.00	115.26	123.05%
<b>Computer/Equip Repair &amp; Maint</b>	320.16			
<b>Transfer Operations</b>	0.00			
<b>Total General Operations</b>	<u>214,790.50</u>	<u>218,366.00</u>	<u>(3,575.50)</u>	<u>98.36%</u>
<b>Religious Educ. and Programs</b>				
<b>RE Salaries</b>	47,310.85	46,900.00	410.85	100.88%
<b>RE Assistant</b>	40,024.67	34,644.00	5,380.67	115.53%
<b>Nursery/Childcare Wages</b>				
<b>Nursery/Childcare Wages - Other</b>	9,585.87	11,460.00	(1,874.13)	83.65%
<b>Nursery Supplies</b>	490.08	100.00	390.08	490.08%
<b>Total Nursery/Childcare Wages</b>	<u>10,075.95</u>	<u>11,560.00</u>	<u>(1,484.05)</u>	<u>87.16%</u>
<b>RE Payroll Taxes</b>	7,118.82	6,716.00	402.82	106.0%
<b>Pension-UUA</b>	5,471.76	4,690.00	781.76	116.67%
<b>RE Teachers Wages</b>	4,953.16	6,240.00	(1,286.84)	79.38%
<b>Professional Expenses</b>	2,268.99	2,500.00	(231.01)	90.76%
<b>Programs &amp; Supplies</b>				
<b>Children Program Expenses</b>	493.40	1,000.00	(506.60)	49.34%
<b>Youth Program Expenses</b>	185.00	1,000.00	(815.00)	18.5%
<b>Programs &amp; Supplies - Other</b>	130.07			
<b>Adult Religious Education</b>	25.95	500.00	(474.05)	5.19%
<b>YRUU</b>	0.00	500.00	(500.00)	0.0%
<b>Total Programs &amp; Supplies</b>	<u>834.42</u>	<u>3,000.00</u>	<u>(2,165.58)</u>	<u>27.81%</u>
<b>Nursery/Childcare P/R Taxes</b>	782.29	877.00	(94.71)	89.2%
<b>Religious Educ. and Programs - Other</b>	0.00			
<b>Administrative Expense</b>	0.00	550.00	(550.00)	0.0%
<b>Total Religious Educ. and Programs</b>	<u>118,840.91</u>	<u>117,677.00</u>	<u>1,163.91</u>	<u>100.99%</u>
<b>Ministry, Outreach, Pastoral Care</b>				
<b>Settled Minister-Sal/Housing</b>				
<b>Salary</b>	48,379.03	48,000.00	379.03	100.79%
<b>Housing</b>	23,267.12	27,000.00	(3,732.88)	86.18%
<b>Total Settled Minister-Sal/Housing</b>	<u>71,646.15</u>	<u>75,000.00</u>	<u>(3,353.85)</u>	<u>95.53%</u>
<b>Intern Minister</b>				
<b>Salary</b>	9,600.00	14,031.00	(4,431.00)	68.42%
<b>Health Insurance</b>	3,738.21	5,497.00	(1,758.79)	68.01%
<b>Payroll Tax</b>	734.40	1,073.00	(338.60)	68.44%
<b>Moving Expense</b>	0.00	1,000.00	(1,000.00)	0.0%
<b>Professional Expenses</b>	0.00	300.00	(300.00)	0.0%
<b>Total Intern Minister</b>	<u>14,072.61</u>	<u>21,901.00</u>	<u>(7,828.39)</u>	<u>64.26%</u>



**First Unitarian Universalist Church of Austin**  
**Profit & Loss Budget vs. Actual**  
January through December 2009

	<u>Jan - Dec 09</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Other Ministers</b>				
Pulpit Honoraria	5,750.00	1,000.00	4,750.00	575.0%
Other Ministers - Other	361.64			
<b>Total Other Ministers</b>	<u>6,111.64</u>	<u>1,000.00</u>	<u>5,111.64</u>	<u>611.16%</u>
<b>Settled Minister--Other</b>				
Health Insurance	3,422.44	3,700.00	(277.56)	92.5%
Pension-UUA	658.33	7,500.00	(6,841.67)	8.78%
Disability Insurance	579.88	900.00	(320.12)	64.43%
Professional Expenses	0.00	14,000.00	(14,000.00)	0.0%
<b>Total Settled Minister--Other</b>	<u>4,660.65</u>	<u>26,100.00</u>	<u>(21,439.35)</u>	<u>17.86%</u>
<b>Ministerial Consultants</b>				
Advertising	3,095.69	2,500.00	595.69	123.83%
Social Action Committee I	2,108.71	2,000.00	108.71	105.44%
Austin Area Interreligious Min.	1,000.00	1,000.00	0.00	100.0%
Minister Expenses	789.33			
Helping Hands	0.00	100.00	(100.00)	0.0%
Minister Sabbatical	(51.00)			
<b>Total Ministry,Outreach,Pastoral Care</b>	<u>107,522.72</u>	<u>129,601.00</u>	<u>(22,078.28)</u>	<u>82.96%</u>
<b>Facility and Grounds</b>				
<b>Building Maint/Repairs</b>				
House Repairs	19,746.50	23,000.00	(3,253.50)	85.85%
Grounds	10,074.72	12,000.00	(1,925.28)	83.96%
<b>Total Building Maint/Repairs</b>	<u>29,821.22</u>	<u>35,000.00</u>	<u>(5,178.78)</u>	<u>85.2%</u>
<b>Utilities</b>				
Electricity and Water	16,971.08	13,422.00	3,549.08	126.44%
Utility Drainage Fee	2,902.76	2,863.00	39.76	101.39%
Utilities - Other	1,501.96	1,300.00	201.96	115.54%
Gas	1,184.70	1,415.00	(230.30)	83.72%
<b>Total Utilities</b>	<u>22,560.50</u>	<u>19,000.00</u>	<u>3,560.50</u>	<u>118.74%</u>
<b>Janitorial Contract</b>				
Janitorial Contract	17,073.00	15,000.00	2,073.00	113.82%
<b>Event Team</b>				
Event Team	16,973.20	15,000.00	1,973.20	113.16%
<b>Insurance</b>				
Insurance	8,421.00	8,400.00	21.00	100.25%
<b>Security Program</b>				
Security Program	5,611.50	5,549.00	62.50	101.13%
<b>Custodial Benevolence</b>				
Custodial Benevolence	3,120.00	3,120.00	0.00	100.0%
<b>P/R Taxes (Events Tm, Security)</b>				
P/R Taxes (Events Tm, Security)	1,650.33	1,572.00	78.33	104.98%
<b>Pension-UUA</b>				
Pension-UUA	555.00	555.00	0.00	100.0%
<b>Custodial Supplies</b>				
Custodial Supplies	0.00	550.00	(550.00)	0.0%
<b>Total Facility and Grounds</b>	<u>105,785.75</u>	<u>103,746.00</u>	<u>2,039.75</u>	<u>101.97%</u>
<b>Worship Services</b>				
<b>Music Salaries</b>				
Music Salaries - Other	55,203.70	54,426.00	777.70	101.43%
Children's Choir Directors	5,000.00	5,000.00	0.00	100.0%
<b>Total Music Salaries</b>	<u>60,203.70</u>	<u>59,426.00</u>	<u>777.70</u>	<u>101.31%</u>

**First Unitarian Universalist Church of Austin**  
**Profit & Loss Budget vs. Actual**  
January through December 2009

	<u>Jan - Dec 09</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Music Program Expenses	6,205.79	8,000.00	(1,794.21)	77.57%
Pension-UUA	5,506.86	4,641.00	865.86	118.66%
Medical Insurance	4,669.50	5,016.00	(346.50)	93.09%
Music P/R Taxes	4,201.50	4,546.00	(344.50)	92.42%
Music Professional Expenses	1,098.24	1,000.00	98.24	109.82%
Worship Supplies	382.94	150.00	232.94	255.29%
<b>Total Worship Services</b>	<u>82,268.53</u>	<u>82,779.00</u>	<u>(510.47)</u>	<u>99.38%</u>
<b>Denominational Affairs</b>				
U.U.A. Dues	13,500.00	12,000.00	1,500.00	112.5%
S.W.U.U.C. Dues	11,000.00	11,000.00	0.00	100.0%
<b>Other Programs</b>				
Partner Church	300.00	150.00	150.00	200.0%
Leadership school	0.00	500.00	(500.00)	0.0%
<b>Total Other Programs</b>	<u>300.00</u>	<u>650.00</u>	<u>(350.00)</u>	<u>46.15%</u>
<b>Total Denominational Affairs</b>	24,800.00	23,650.00	1,150.00	104.86%
<b>Memb. Support and Programs</b>				
Canvass and Finance	4,414.91	4,500.00	(85.09)	98.11%
Sunday Kitchen Costs	3,733.22	5,000.00	(1,266.78)	74.66%
Membership Committee	1,450.66	1,000.00	450.66	145.07%
Media Committee	1,205.68	1,250.00	(44.32)	96.45%
Forum	499.50	500.00	(0.50)	99.9%
Board/Council	394.70			
Fellowship	197.80	2,000.00	(1,802.20)	9.89%
Pamphlets	0.00	200.00	(200.00)	0.0%
<b>Total Memb. Support and Programs</b>	<u>11,896.47</u>	<u>14,450.00</u>	<u>(2,553.53)</u>	<u>82.33%</u>
<b>Interim Minister Package</b>				
Insurance	3,531.41			
Pension - UUA	3,125.00			
Moving Expenses - Interim	2,971.50			
Professional Expenses	706.14			
<b>Total Interim Minister Package</b>	<u>10,334.05</u>			
<b>Payroll Expenses</b>				
Payroll Expenses - Other	103.23			
Payroll - Salary	0.00			
Payroll - Hourly	0.00			
Payroll Taxes	(67.93)			
<b>Total Payroll Expenses</b>	<u>35.30</u>			
<b>Reconciliation Discrepancies</b>	<u>(5,847.92)</u>			
<b>Total Expense</b>	<u>670,426.31</u>	<u>690,269.00</u>	<u>(19,842.69)</u>	<u>97.13%</u>
<b>Net Ordinary Income</b>	<u>(11,683.63)</u>	<u>(43,788.00)</u>	<u>32,104.37</u>	<u>26.68%</u>
<b>Net Income</b>	<u>(11,683.63)</u>	<u>(43,788.00)</u>	<u>32,104.37</u>	<u>26.68%</u>

**First Unitarian Universalist Church of Austin**  
**Balance Sheet**  
As of January 31, 2010

	<b>Jan 31, 10</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Cash & Investments	
1100 · Bank	
1110 · THCU Checking	33,332.83
1120 · THCU Savings	4,053.26
<b>Total 1100 · Bank</b>	37,386.09
1200 · Schwab Accounts	
1210 · Permanent Endowment Account	104,612.71
1220 · Memorial Savings Account	341,652.44
1230 · Murr Music Account	35,371.36
1240 · Long Range Account	115,534.04
<b>Total 1200 · Schwab Accounts</b>	597,170.55
1300 · Annuity 2014	10,926.59
<b>Total 1000 · Cash &amp; Investments</b>	645,483.23
<b>Total Checking/Savings</b>	645,483.23
<b>Total Current Assets</b>	645,483.23
<b>Fixed Assets</b>	
1500 · Fixed Assets	
1510 · Building	672,232.75
1530 · Land	1,508,930.00
1540 · Furniture & Equipment	92,631.86
<b>Total 1500 · Fixed Assets</b>	2,273,794.61
<b>Total Fixed Assets</b>	2,273,794.61
<b>TOTAL ASSETS</b>	<b>2,919,277.84</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
2000 · Liabilities	
2400 · Payroll Liabilities	672.01
2200 · Security Deposits	50.00
<b>Total 2000 · Liabilities</b>	722.01
<b>Total Other Current Liabilities</b>	722.01
<b>Total Current Liabilities</b>	722.01
<b>Total Liabilities</b>	722.01
<b>Equity</b>	

First Unitarian Universalist Church of Austin  
**Balance Sheet**  
As of January 31, 2010

	<u>Jan 31, 10</u>
<b>3100 · Restricted Funds</b>	
<b>3200 · Cong. Restricted Funds</b>	
3220 · Permanent Endowment Fund	104,612.71
3240 · Memorial Savings Fund	192,915.65
3260 · Murr Music Fund	35,371.36
<b>Total 3200 · Cong. Restricted Funds</b>	<u>332,899.72</u>
<b>3400 · Board Restricted Funds</b>	
3405 · Long Range Fund	56,282.73
3410 · Capital Campaign Fund	10,000.00
3415 · Paradox Players Fund	18,194.20
3420 · Religious Education Fund	
3422 · CampUU/Hogwarts Fund	5,068.90
3424 · Junior High Fund	3,386.56
3426 · Senior High Fund	5,087.29
3427 · Lecture Series Fund	330.43
3428 · Adult RE Fund	8,431.87
3429 · Children's RE Fund	3,551.60
<b>Total 3420 · Religious Education Fund</b>	<u>25,856.65</u>
3440 · Caring Fund	5,728.20
3450 · Music Fund	
3452 · Children's Choir Fund	2,992.52
3456 · Music Other Fund	2,381.06
<b>Total 3450 · Music Fund</b>	<u>5,373.58</u>
3460 · Bookstore Fund	2,566.86
3465 · Denominational Affairs Fund	70.02
3470 · Facility Fund	
3472 · Emergency Fund	2,923.63
3474 · Green Sanctuary Fund	1,586.55
3476 · Recycling Program Fund	778.71
<b>Total 3470 · Facility Fund</b>	<u>5,288.89</u>
3480 · Flowers Fund	329.34
3490 · Technology Fund	
3492 · Internet Ministries Fund	2,797.67
3494 · Media Team Fund	2,253.61
<b>Total 3490 · Technology Fund</b>	<u>5,051.28</u>
3505 · Mid-Week Gathering Fund	674.83
3515 · Social Action Fund	717.95
3525 · Voyagers Fund	211.39
3530 · YARN Fund	208.24
3535 · Yew Grove Fund	155.04
3540 · Library Fund	350.59
3545 · Special Plate Fund	20.00
<b>Total 3400 · Board Restricted Funds</b>	<u>137,079.79</u>
<b>Total 3100 · Restricted Funds</b>	469,979.51

**First Unitarian Universalist Church of Austin**  
**Balance Sheet**  
As of January 31, 2010

	<u>Jan 31, 10</u>
3600 · Unrestricted Net Assets	2,432,760.42
Net Income	15,815.90
Total Equity	<u>2,918,555.83</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u><u>2,919,277.84</u></u></b>

**First Unitarian Universalist Church of Austin**  
**Profit & Loss Budget vs. Actual**  
January 2010

	Total Committees		Facility & Grounds (Departments)		Ministry (Departments)		Music Dept (Departments)		Program Support (Departments)	
	Jan 10	Budget	Jan 10	Budget	Jan 10	Budget	Jan 10	Budget	Jan 10	Budget
<b>Ordinary Income/Expense</b>										
<b>Income</b>										
4000 · Unrestricted Income	0.00		0.00		0.00		0.00		0.00	
4300 · Interest & Dividends	0.00		0.00		0.00		0.00		0.00	
<b>Total Income</b>	<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>	
<b>Expense</b>										
6000 · General Expenses	0.00	660.39	0.00		0.00		0.00		0.00	
6100 · Ministry Support	0.00		0.00		500.00	599.99	0.00		0.00	
6200 · Supplies & Materials	196.70		0.00		0.00		0.00	541.66	88.94	791.66
6300 · Repairs and Upkeep	0.00		4,386.47	14,342.47	0.00		0.00		0.00	
6400 · In house services	0.00		0.00		0.00		0.00		1,523.23	2,524.98
6500 · Miscellaneous	0.00		2,332.25		0.00	625.00	0.00	83.33	36.50	404.15
6600 · Employee Expenses	0.00		503.78	1,647.08	6,334.26	7,465.99	5,768.65	6,077.57	10,590.20	12,591.99
6700 · Charitable Contributions	0.00		0.00		0.00		0.00		0.00	
<b>Total Expense</b>	<b>196.70</b>	<b>660.39</b>	<b>7,222.50</b>	<b>15,989.55</b>	<b>6,834.26</b>	<b>8,690.98</b>	<b>5,768.65</b>	<b>6,702.56</b>	<b>12,238.87</b>	<b>16,312.78</b>
<b>Net Ordinary Income</b>	<b>-196.70</b>	<b>-660.39</b>	<b>-7,222.50</b>	<b>-15,989.55</b>	<b>-6,834.26</b>	<b>-8,690.98</b>	<b>-5,768.65</b>	<b>-6,702.56</b>	<b>-12,238.87</b>	<b>-16,312.78</b>
<b>Net Income</b>	<b>-196.70</b>	<b>-660.39</b>	<b>-7,222.50</b>	<b>-15,989.55</b>	<b>-6,834.26</b>	<b>-8,690.98</b>	<b>-5,768.65</b>	<b>-6,702.56</b>	<b>-12,238.87</b>	<b>-16,312.78</b>

**First Unitarian Universalist Church of Austin**  
**Profit & Loss Budget vs. Actual**  
January 2010

	Religious Ed Dept (Departments)		Other Operating Fund		TOTAL			
	Jan 10	Budget	Jan 10	Budget	Jan 10	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
<b>4000 · Unrestricted Income</b>	0.00		57,250.86	47,997.00	57,250.86	47,997.00	9,253.86	119.28%
<b>4300 · Interest &amp; Dividends</b>	0.00		24.93	6.00	24.93	6.00	18.93	415.5%
<b>Total Income</b>	0.00		57,275.79	48,003.00	57,275.79	48,003.00	9,272.79	119.32%
<b>Expense</b>								
<b>6000 · General Expenses</b>	0.00		0.00		0.00	660.39	-660.39	0.0%
<b>6100 · Ministry Support</b>	0.00		0.00		500.00	599.99	-99.99	83.34%
<b>6200 · Supplies &amp; Materials</b>	0.00	95.83	313.77		599.41	1,429.15	-829.74	41.94%
<b>6300 · Repairs and Upkeep</b>	0.00		0.00		4,386.47	14,342.47	-9,956.00	30.58%
<b>6400 · In house services</b>	0.00		0.00		1,523.23	2,524.98	-1,001.75	60.33%
<b>6500 · Miscellaneous</b>	0.00		395.58		2,764.33	1,112.48	1,651.85	248.48%
<b>6600 · Employee Expenses</b>	7,017.75	8,903.07	-28.19	391.00	30,186.45	37,076.70	-6,890.25	81.42%
<b>6700 · Charitable Contributions</b>	0.00		1,500.00	2,266.66	1,500.00	2,266.66	-766.66	66.18%
<b>Total Expense</b>	7,017.75	8,998.90	2,181.16	2,657.66	41,459.89	60,012.82	-18,552.93	69.09%
<b>Net Ordinary Income</b>	-7,017.75	-8,998.90	55,094.63	45,345.34	15,815.90	-12,009.82	27,825.72	-131.69%
<b>Net Income</b>	<u>-7,017.75</u>	<u>-8,998.90</u>	<u>55,094.63</u>	<u>45,345.34</u>	<u>15,815.90</u>	<u>-12,009.82</u>	<u>27,825.72</u>	<u>-131.69%</u>

**FUND BALANCES – INVESTMENT ACCOUNTS****01-31-10****Memorial Savings Fund Account (MSF – 1220)**

Balance 12-31-09	\$357,233.44
Margin interest charge	(43.52)
Transfer from LRF (1-8-10)	116,905.65
Transfer to THCU (1-6; ME Annual)	(15,581.00)
Monthly gain/loss	<u>(7,952.81)</u>
<b>Balance 1-31-10</b>	<b>\$450,561.76</b>

## Memorial Savings Fund Account Balances:

Long Range Fund	\$ 53,767.45
Due to Operating Fund (architect fees)	\$ 46,139.15
Due to Operating Fund (capital campaign)	\$ 10,000.00
Due to Operating Fund (stock donations)	\$ 19,477.84
- (2009 Reserve Calculation Transfer (\$37,578.00))	
Due to Operating Fund (Butterflies-\$16,097.64)	\$ 9,797.64
Memorial Savings Fund	\$220,799.96
Miscellaneous Funds	<u>\$ 90,579.72</u>
<b>TOTAL</b>	<b>\$450,561.76</b>

**Permanent Endowment Fund (PEF – 1210)**

Balance 12-31-09	\$104,612.71
Dividends	200.99
Reinvested Dividends	(334.55)
Monthly gain/loss	<u>(4,335.88)</u>
<b>Balance 1-31-10</b>	<b>\$100,143.27</b>

**Murr Music Fund (1230)**

Balance 12-31-09	\$ 36,259.15
Dividend	25.81
Transfer to Music Restricted Fund (2010)	(887.77)
Monthly gain/loss	<u>(357.95)</u>
<b>Balance 1-31-10</b>	<b>\$ 35,039.24</b>

**Annuity Balance (Hartford – 1300)**

Balance 12-31-09	\$ 10,926.59
Interest	<u>35.77</u>
<b>Balance 1-31-10</b>	<b>\$ 10,962.36</b>

**TOTAL BALANCE ALL FUNDS 1-31-10 \$596,706.63**

Balance all funds 12-31-09	\$624,565.33
Increase/Decrease for Month	(\$ 27,858.70)
Increase/Decrease Since 1-1-10	(\$ 27,858.70)
Increase/Decrease Last Twelve Months	\$ 72,305.94

**THCU CHECKING ACCOUNT:**

01-31-10 Balance at THCU	\$54,101.37
Outstanding Checks	(22,176.71)
Outstanding Deposits	<u>0.00</u>
Adjusted Bank Balance 1-31-10	\$31,924.66