

**Unitarian Universalist Congregation of Wilmington, North Carolina
Annual Meeting Minutes, June 6, 2021**

Congregational members: 74 online devices, including the Board of Trustees

Minister and Meeting Host: Rev. Cheryl M. Walker, Ex-Officio

Co-hosts: Beth O'Connell, President; Cornelia Maxted, Secretary; Elizabeth MacLeod, BOT Member

Agenda

1) Call to Order

Beth O'Connell called the meeting to order at 11:55.

2) Establishment of Quorum and Election of Parliamentarian

Attending: 74 devices, exceeding the 33 person quorum.

A motion was made to elect Doris Chew as Parliamentarian for the Annual Meeting on June 6, 2021.

It passed with 73 yeas, 0 abstentions and nays.

3) Events of the Past Year

Beth highlighted several accomplishments of the past (Covid) year:

- Switched to Zoom services.
- Church remained solvent with pledges and Share the Plate donations exceeding expectations.
- We communicated and gathered remotely.
- Operational needs were met.
- The BOT developed and instituted a Program Council, Committee for Ministry and Liaisons.
- Received a generous donation (see item #12) and approved a Charter for the Building Planning Committee.

4) Remembrances of Members We Have Lost in the Past Year

Kami O'Keefe represented the BOT in remembering the lives of members who died this past year:

Gary Dunton, Tim Gugan, Max Feinbloom, Susan Meyer, Dennis Rogers, Don Smith and Barbara Vanduyne.

5) Acknowledgment of Retiring Board and Nominating Committee Members

Kami acknowledged the retiring Board members and thanked them for their service: Toni Barney, Jim Ludwig and our President, Beth O'Connell. She then thanked Nom Com's retiring members Steve Lane and Chair, Sally Freeman.

6) Election of Nominees to the Board of Trustees

Sally Freeman, Chair of the Nominating Committee announced the slate of Board candidates:

1 year term — Elizabeth MacLeod; 3 year terms — Robert Demko, Jane Horrell and Peter Rawitsch.

A motion to approve the slate was made and passed with 73 yeas, 1 abstention, 0 nays.

7) Election of Nominees to the Nominating Committee

Sally announced the slate of Nominating Committee candidates for a 2 year term: Pat Forest and

Dave Morison. A motion to approve the slate was made and passed with 73 yeas, 1 abstention, 0 nays.

8) Bylaw Changes

- Beth reviewed the proposed change and additions to Article 5 B as shown in bold type:

Board members shall not be elected to a second term until a lapse of one full year following their current term of office. (This sentence was moved from the second paragraph to the end of the first.)

People appointed and/or elected to fill partial terms may be (re-)elected for partial terms as long as the total amount of time served does not exceed three consecutive years.

After serving on the Board for three consecutive years, a person must remain off the Board for at least one year before they can serve again.

A motion to approve these changes was made and passed; 72 yeas, 2 abstentions, 0 nays.

- Beth reviewed the proposed change and additions to Article 5 B and VII B as shown in bold type:

Trustees shall be elected at the Annual Meeting of the Congregation from a slate ~~presented~~ **put forward** by the Board as ~~recommended~~ **presented** by the Nominating Committee.

The Nominating Committee ~~recommends~~ **presents** to the Board of Trustees candidates who have agreed...

A motion to approve these changes was made and passed; 68 yeas, 2 abstentions, 0 nays.

9) Treasurer's Report

John Grigsby, Treasurer reported on the current year budget (July 1, 2020 – June 30, 2021):

- Report covers 11 months, ending May 31, 2021.
- Pledges were continuous and generous and therefore reserve funds were not tapped, as had been expected at the start of the year. UUCWNC is operating at a positive cash flow situation while expenses remain on budget.
- The addition of STP online donations supported income for our church as well as many people in the community.
- There was an unexpected cost of business added for STP and online donation service fees when donors do not cover it.
- John thanked the Finance Team: Fred Campeau, Don Wood, and Marvin Fineman, BOT Liaison Jim Ludwig, plus Reverend Cheryl and the office staff.

10) Adoption of the Proposed Budget for July 1, 2021—June 30, 2022

John presented the budget (shown below) and noted that there are few changes from the current year. It includes salary and pension plan increases as well as funding for a new Choir Director and child care, once hired, plus online donation service fees. He also emphasized that meeting this budget depends upon rental income and achieving fundraising goals.

- The suggestion was made from the floor to cover the cost of healthcare insurance for part-time employees. Pledges do not currently allow for this, but the Finance Team will explore possibilities and make a recommendation to the BOT.
- It was asked why water and sewer rates were lowered. It was due to review of actual usage.
- A question was raised about the review date of our mortgage. This is a lengthy process done every 5 years and the next is due in 2022. A suggestion was made to refinance at an earlier date to save interest and the Finance Team will look into this.

A motion to approve the budget was made and passed; 68 yeas, 5 abstentions, 0 nays.

11) State of the Congregation

Reverend Cheryl is very much looking forward to moving beyond “Covid”, but our city, state, country, and world are not yet there. Zoom has been helpful and allowed us to stay in touch, but doesn’t replace in-person communication.

- The congregation is financially sound due to congregational commitment.
- The number of members is down slightly, however, the number attending online services has been steady and inclusive of visitors from elsewhere.
- A task force is considering how best to reopen since it’s harder to reboot than close down. They are aiming for a grand homecoming on Sept. 12 with the possibility of smaller groups beginning to meet on premises in July. They are also working towards continuing an online presence in addition to in-person Sunday service.
- The professional staff was commended for all they’ve done, as was the congregation for supporting them and one another.
- Special recognition was extended to Beth O’Connell, our President, who worked tirelessly to provide direction and leadership along with her wit and dedication to the congregation.
- The church is in good shape and the future is bright.

12) Building Planning Committee

In June, 2020, the congregation received a very generous gift of \$270,259.58 from the Murphy Flagg Charitable Remainder Trust to be used for building/construction/renovations (not maintenance work) of the physical property owned by the recipient. Elizabeth MacLeod, BOT member, presented the Charter for a Building Fund Planning Committee to get input from the congregation about how best to use this gift. A call was made for nominations and self-nominations to join this committee. Contact Elizabeth if interested.

13) Adjournment

A motion was made to adjourn the meeting and passed unanimously with 59 yeas.

Note: All motions were made on behalf of the BOT by Cornelia.

Submitted by Cornelia Maxted

2021-22 Unitarian Universalist Congregation of Wilmington Budget
July 1, 2021 - June 30, 2022

UUCWNC BUDGET		Budget	Budget	Projected	Difference
		2019-20	2020-21	2021-22	
EXPENSES					
1	Staffing				
2	<i>Minister</i>				
3	Salary & Housing	\$69,000	\$69,000	\$71,000	\$2,000
4	FICA/Medicare Payment (.0765% Salary and Housing)	\$5,279	\$5,279	\$5,432	\$153
5	Pension Plan – (10% Salary + Housing)	\$6,900	\$6,900	\$7,100	\$200
6	Insurance (Health, Dental, Life, LTD)	\$17,000	\$17,000	\$17,000	\$0
7	Professional Expense Allowance	\$1,500	\$0	\$500	\$500
8	<i>Lifespan Religious Education Director</i>				
9	Salary – DRE	\$27,500	\$27,500	\$29,000	\$1,500
10	Pension Plan – DRE only	\$2,750	\$2,750	\$2,900	\$150
11	<i>Office Administrator</i>				
12	Salary	\$20,000	\$20,000	\$22,000	\$2,000
13	Pension Plan	\$2,000	\$2,000	\$2,200	\$200
14	Choir Director	\$8,750	\$0	\$6,000	\$6,000
15	Professional Expenses DRE and staff	\$1,000	\$0	\$0	\$0
16	Childcare Coordinator	\$700	\$0	\$0	\$0
17	Childcare-Worship	\$2,300	\$0	\$2,000	\$2,000
18	Childcare-Other	\$300	\$0	\$0	\$0
19	Pianists	\$6,000	\$500	\$5,000	\$4,500
20	Employer FICA and Medicare Payments – calculation	\$4,303	\$3,634	\$4,361	\$727
21	<i>Webmaster consultant</i>	\$0	\$0	\$0	\$0
22	Professional Dues (UUMA, LREDA, UUMN, AUUA)	\$1,150	\$1,150	\$1,150	\$0
23	Staff COVID Bonus approved by Finance Team	\$0	\$4,000	\$0	-\$4,000
24	Total Staffing	\$176,432	\$159,713	\$175,643	\$15,930
25					
26	Facilities				
27	Cleaning Supplies	\$700	\$700	\$900	\$200
28	Cleaning Service	\$7,300	\$7,300	\$7,000	-\$300
29	Insurance-Casualty and Workers Comp	\$7,600	\$10,600	\$12,500	\$1,900
30	Repairs & Maintenance	\$10,600	\$2,000	\$5,000	\$3,000
31	Mortgage Payments	\$15,000	\$15,000	\$14,700	-\$300
32	Utilities – Telephone/Internet Service	\$2,000	\$2,000	\$1,750	-\$250
33	Utilities - Electric Service	\$6,200	\$3,100	\$6,000	\$2,900
34	Utilities - Water/Sewer	\$3,000	\$2,400	\$2,100	-\$300
35	Facilities Total	\$52,400	\$43,100	\$49,950	\$6,850
36					
37	Office/Administrative				
38	Bank & Credit Card Fees	\$615	\$616	\$200	-\$416
39	Copier Lease & Service Contract/Toner, property tax	\$4,740	\$4,740	\$5,000	\$260
40	Office Supplies	\$1,200	\$1,200	\$1,200	\$0
41	Website Host	\$500	\$500	\$500	\$0
42	Postage	\$250	\$250	\$300	\$50
43	RE Office Supplies	\$450	\$0	\$300	\$300
44	Software Subscriptions	\$1,250	\$1,250	\$1,600	\$350

2021-22 Unitarian Universalist Congregation of Wilmington Budget

UUCWNC BUDGET July 1, 2021 - June 30, 2022					
	Budget	Budget	Projected	Difference	
	2019-20	2020-21	2021-22		
36					
45	Computer Equipment/Upgrades	\$650	\$0	\$300	\$300
46	Tax Filing Expense (Using internet e-file)	\$60	\$120	\$50	-\$70
47	Worship Supplies (includes music and guest preachers)	\$2,000	\$0	\$1,000	\$1,000
48	Office/Administrative Total	\$11,715	\$8,676	\$10,450	\$1,774
49					
50	Programs/Teams				
51	Board of Trustees	\$150	\$0	\$150	\$150
52	Caring	\$270	\$0	\$200	\$200
53	Congregational Life	\$150	\$0	\$150	\$150
54	Denominational Affairs	\$500	\$0	\$100	\$100
55	Fundraising	\$500	\$0	\$100	\$100
56	Hospitality	\$400	\$0	\$100	\$100
57	Membership	\$1,000	\$0	\$500	\$500
58	Quilters	\$350	\$0	\$300	\$300
59	Religious Education	\$1,000	\$0	\$700	\$700
60	Publicity	\$300	\$0	\$0	\$0
61	Social Action	\$1,000	\$0	\$500	\$500
62	Stewardship	\$2,000	\$500	\$700	\$200
63	Programs/Teams Total	\$7,620	\$500	\$3,500	\$3,000
64					
65	Dues				
66	UCONCI Dues	\$250	\$250	\$250	\$0
67	UUA	\$6,200	\$5,200	\$5,200	\$0
68	UU Justice Ministry	\$700	\$0	\$500	\$500
69	Total Dues	\$7,150	\$5,450	\$5,950	\$500
70					
71	Addition to Reserves	\$0	\$0	\$7	\$7
72					
73	Expense Totals	\$255,317	\$217,439	\$245,500	\$28,061
74					
75	Income Projections				
76	Facility Rentals	\$10,000	\$0	\$13,000	\$13,000
77	Fund Raising	\$12,500	\$0	\$10,000	\$10,000
78	Plate Collection	\$12,500	\$4,000	\$13,000	\$9,000
79	Pledge Contributions	\$216,317	\$193,320	\$208,000	\$14,680
80	Future Pledges	\$4,000	\$1,500	\$1,500	\$0
81	From Reserves	\$0	\$0	\$0	\$0
82	Income Totals	\$255,317	\$198,820	\$245,500	\$46,680
83					
84	Net	\$0	-\$18,619	\$0	