

**Unitarian Society of New Haven**  
Draft Minutes of the Spring Congregational Meeting  
May 22, 2022 at noon  
Hybrid, Zoom and Sanctuary

Accepted by the Board, June 9, 2022  
Pending Congregational Approval

Due to the Covid-19 pandemic, this was a hybrid meeting, held via Zoom and in the sanctuary

1. Emily McCave, President, called the meeting to order at 12:04 pm
2. Rev. Lindasusan V. Ulrich led us in an opening reflection.
3. Emily McCave read the Congregational Covenant.
4. Rev. Lindasusan shared reflections on what the congregation has done this year. Most importantly, we have gotten to gather in person and get to know each other better. Please read the Annual Report - a lot has been accomplished, especially among people who haven't been able to be together as much as we would like.

We have had a number of transitions. We are saying good-bye to our co-Music Directors in June and bringing on our next Music Director in August. We said good-bye to our Membership Coordinator and brought back Jane in that role. Pastoral care is in transition.

We are weathering all of this together. Our full congregational covenant is a beautiful reminder of the ways we promise to be together. In the coming year we will deepen our time together even further. Thank you for being here. This congregation is the gathered community of people.

5. Clerk Aimee Cotton Bogush confirmed that there were more than the 32 members (10% of membership) required for a quorum, with at least 70 members present in the sanctuary and on Zoom.
6. Emily made a report to the congregation from the Board, which is attached.
7. Aimee Bogush moved and Jackie Trimble Shapiro seconded to accept the minutes of the December 12, 2021 Congregational Meeting.

**The MOTION passed** with 77 in favor, none opposed, and 1 abstaining.

8. Proposed Bylaws Changes (attached), Emily McCave

Emily referred the congregation to the proposed bylaws changes, most of which pertain to the proposal, approved by the congregation at the December 13, 2020 meeting, to experiment with a smaller Board through FY22.

Gwen Heuss-Severance moved and John Stoehr seconded to approve the proposed changes to the USNH bylaws.

Fred Morrison, chair of the Endowment & Legacies Committee noted that he is not sure what is being proposed with respect to reporting to the Board on “plans for all Endowment and Investment Funds.” The committee uses asset allocation to manage the endowment. What exactly is being looked for? This should also refer only to investment funds under the purview of the E&L committee.

Greg Seaman asked for the origin of changing Article IX to increase the required congregational vote to call a minister from two-thirds to 90%. Emily and Rev. Lindasusan stated that a minister is not comfortable coming to a congregation that votes less than 90% in favor of calling.

Jane and Dick Platt offered a historical note, that in 1955, Rev. Wayne Shuttee was told that it was his duty to come and save the foundering congregation. He accepted the call with an 86% vote and stayed here for many years.

Jayne Kleinman asked for clarification about not having the previous president on the Board.

Emily noted that the Board experimented this year to see what it was like to not have the immediate past president on the Board and attending meetings. The past president was still available for consultation, but we think this makes us more efficient. Leadership development is challenging. The three year commitment at the officer level is demanding. How do we recruit and retain Board members and officers? This gives more flexibility in that the past president can be involved but doesn't have to commit to 3 years of meeting attendance.

Rev. Lindasusan noted that studies of congregation boards have found that those who deemed themselves to be most effective had 7 or 8 members. Smaller boards felt overwhelmed, larger boards felt unwieldy. The Board felt it was important to do incremental change. Additional changes to board size may be something for future boards to consider.

**The MOTION passed** with 87 in favor, none opposed, and 1 abstaining.

9. Nominations for elected office (slate attached), Gretchen Frazier, Nominating Committee

Gretchen Frazier of the Nominating Committee presented the slate of candidates, as chair Dan Gelperin could not be at the meeting. She noted that the office of Vice President is still vacant and will need to be filled quickly.

Jackie Trimble Shapiro moved and Gwen Heuss-Severance seconded that the slate of candidates be accepted. Gretchen asked for nominations from the floor. Hearing none, the vote proceeded.

**The MOTION passed** with 82 in favor, none opposed, and no abstentions.

10. Report on the FY22 Budget, Larry Copes, Treasurer

Treasurer Larry Copes reported that the finances of the congregation are being stewarded with integrity and in compliance with the policies set by the congregation and the elected Board of Trustees. He then shared and explained a Balance Sheet summary (attached). The document includes some metrics of financial health. The current ratio of assets divided by liabilities would be concerning if it were less than 1. In fact, it is well above 1. Depending on how it is calculated, we could pay our bills for 2 to 7 months if all revenue ceased. The final metric, net income less net revenue, is more concerning, indicating we have been living beyond our means. However, Larry opted not to include a 2% contribution from the endowment, which would mitigate this to some extent.

Jackie Trimble Shapiro noted that the balance sheet shows \$124,000 in checking, and asked why we have so much cash in a checking account. David Stagg responded that 15 temporarily restricted funds are listed in the cash section but this is not unrestricted cash.

11. Proposed FY23 Budget (attached), David Stagg, Management Team

David's remarks are attached to these minutes.

Patricia McChesney, chair of the CYRE Committee, expressed discomfort that Jesse Greist's professional development budget was reduced to help balance the budget. She stated that Jesse is a valued staff member and that professional development is a standard part of a compensation package for religious educators.

Fred Morrison underscored the importance of the financial planning task force to explore ways to balance revenue and expenses. Over the past 3-4 years we have had declining membership and revenue and increasing expenses. We have used up unrestricted or temporarily restricted assets, so there are little to cover shortfalls in the future. We have to restructure what we are expected to do with our assets and our expenses. We have to look at our aspirations, mission, and what are our abilities to meet those aspirations. I look forward to the task force bringing into balance expenses and revenue as we project out over the next several years.

Greg Seaman said it is not clear we can afford everything we have done for years. We have used temporarily restricted funds to balance the budget in the past. We need to question CONECT, the number of staff, everything. We have been kicking the can down the road for years. He wishes the task force well.

Lurline deVos noted on Zoom that we are creative people who can find exciting new sources of income.

Greg Feeley moved and Gretchen Frazier seconded to accept the proposed FY23 operating budget.

**The MOTION passed** with 71 in favor, 1 opposed, and 2 abstentions.

## 12. Proposed FY23 Capital Budget (attached), Jason Kyle, Chair, Buildings & Grounds

Jason described the projects the Building & Grounds Committee intends to complete with the proposed FY23 Capital Budget, including the first phase of a multi-year project to repair the stucco siding and its connections with the roofing, which will commence this summer. Jason's remarks are attached to these minutes.

Bob Congdon thanked Jason for the work and asked if there are any issues with siding or roofing for the sanctuary. Jason responded that the sanctuary roof and siding seem to be in pretty good order, aside from some mildew that can be power washed. The current sanctuary roof is good for now and the sky lights have been taken care of fairly recently.

Barbara Orrok acknowledged her naivete, but noted that it seems that we have had recurrent problems with the building for decades. Is our building falling apart or is it in better condition than I am remembering?

Jason replied that our building is a bit of a jigsaw puzzle, since it has grown as the congregation grew. By and large the roof is in good shape with a couple of exceptions. Most of the problems are with the seams and the flashing between the roof and the stucco siding.

Bill Goward noted that the original building was built in 1962 - that's how long it has lasted. Buildings tend to break down, like bodies, and need more help as they age.

Lurline deVos commented in the chat that flat roofs are not the best in this climate.

Peggy Myers in the chat asked if there is a stage 2 to this plan. Jason explained that there is a thorough recommendation for work to be done in the short-term and in 5 and 10 years. The most crucial work is being addressed now.

Jason invited congregants to reach out to him or to [building@usnh.org](mailto:building@usnh.org) with any items or issues that need to be addressed by the Building and Grounds Committee.

Gretchen Frazier moved and Shirley Dion seconded to accept the proposed FY23 Capital Budget.

**The MOTION passed** with 72 in favor, none opposed, and no abstentions.

### 13. Report from Stewardship, Peggy Rae, Stewardship Committee

Peggy's remarks are attached to these minutes.

Liz Appel asked how many members we currently have and how many we have had in the past two years. Rev. Lindasusan stated that the most recent certification with UUA in February was 308 members. The previous year may have been 329 but there was a quirk in how some were counted, so the change to 308 is less of a drop than it might seem. The year before, was 333, and 365 four years ago. They noted that we are not alone in this trend. It has been difficult during the pandemic to get new members.

Pat and Paul Trotta - Stewardship was short staffed last year, is it fully staffed for next year?  
Peggy: We had five people this year, three of whom are continuing, would like another three members at least.

Rev. Lindasusan noted that they often talk about generosity as a spiritual value. Being on the Stewardship team is about building relationships and encouraging people to think about what they value and how they reflect that in their lives. It's a wonderful opportunity for folks newer to the congregation to hear what people care about, what they need from the

congregation, their hopes and dreams for the congregation. Don't be scared of talking about money - it is just a tool we use to make our dreams come true.

14. Report on the Council of Chairs

Jean Rosenthal was not present at the meeting. Rev. Lindasusan noted that the Council of Chairs met a week and half ago. In addition to reporting on what they had done since the February meeting, a key thing reported on was how committees are implementing the 8th principle in their work.

Rev. Lindasusan noted that there is a lot of wonderful information in the congregational Annual Report. They suggested that committees review their annual reports when they meet again in the fall, to refresh memories and so that the document helps guide work going forward.

15. Emily closed the meeting with a reading.

16. Emily moved and Bernice Marie-Daly seconded to adjourn the meeting.

**The MOTION passed** unanimously.

The meeting was adjourned at 1:47 pm.

Respectfully submitted,  
Aimee Cotton Bogush, Clerk

Attachments:

- President's remarks (Emily McCave)
- Proposed bylaws changes
- Slate of nominations for elected office
- Balance sheet summary
- Proposed FY23 operating budget summary
- Remarks on the FY23 operating budget (David Stagg)
- Proposed FY23 capital budget
- Remarks on the FY23 capital budget (Jason Kyle)
- Remarks on Stewardship (Peggy Rae)

## Board of Trustees' 2021-22 Annual Report

Our long-term goals for this congregational year were shaped in part by the ongoing pandemic, which continued to affect our congregational activities and needs of our members. Our goals were also formed in our collaboration with Reverend Lindasusan Ulrich, who the congregation joyfully installed as our settled minister in November. Lastly, our priorities were guided by USNH's Ends statements, which describe the difference we want to make in the world.

A main priority this year was to respond to the call, both from within and beyond our congregation, to act on the proposed [8th Principle](#). In collaboration with the 8<sup>th</sup> Principle Working Group, the Board put forward a motion at the Fall Congregational Meeting to adopt the 8<sup>th</sup> principle. There was cause for much celebration when the motion passed by overwhelming majority. Subsequently, work has begun in various groups within our congregation, including the Board, as we discern how to live into this new principle with not only our words but our actions. The Board would like to extend its deep gratitude to members of the 8<sup>th</sup> Principle Working Group, in particular Sandra Salazar, Jesse Greist, Becky Sandmann, and Jackie Trimble Shapiro, who devoted significant time, energy, and emotional labor to this endeavor.

Typically, the Board holds two retreats during the year, one in the Fall and one in the Spring. Due to unforeseen circumstances that left a vacancy for the Vice President position, it was determined that the best course of action was to forgo a Fall retreat and instead focus on planning a Spring retreat in which the full Board could participate, including the newly elected Vice President, David Jones.

This year's Spring Retreat focused on deepening our relationships with one another, reviewing our Board processes and priorities through the lens of the newly adopted 8<sup>th</sup> principle, and continuing the work of reviewing and revising our ENDS statements. The Board was able to

## Board of Trustees' 2021-22 Annual Report

achieve the first aim by participating in an activity focused on recognizing our gifts and the gifts of others, which was led by members of the USNH Ad-Hoc group MELD, which stands for Meaningful Engagement and Leadership Development. The Board is grateful to the MELD members for leading the Board, as well as other groups across the congregation, through this thought-provoking activity. The Board had a rich discussion of our priorities and processes as well as considered what “accountability” means for us as a leadership body within the congregation. Lastly, we made significant changes to both the *Within* and *Beyond* ENDS statements to ensure that the words are action-oriented and in alignment with the 8<sup>th</sup> principle, while also keeping the spirit of the original language. This continues the work that was completed last year in which the *Among* statements were revised.

The Board voted to accept these latest changes at our April 2022 meeting. Our revised ENDS statements for *Within* and *Beyond* are below, with the *new language italicized*:

We create and nurture relationships:

### **WITHIN**

Respecting different spiritual journeys, the people of USNH find inspiration *and encouragement* to:

- Worship and explore opportunities for spiritual growth
- *Experience a profound connection to that which is larger than ourselves*
- *Cultivate* meaning and purpose in our lives
- Live with more joy, *kindness, love*, and open-heartedness
- *Demonstrate a willingness to learn and change*
- *Engage in ongoing personal education, including the internal work critical to dismantling white supremacy culture*
- Articulate our Unitarian Universalist identity



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### **BEYOND**

The people of USNH, together and *in solidarity* with our partners, *seek to build the Beloved Community in our congregation and beyond*. We:

- *Accountably dismantle oppressions in ourselves and our institutions*
- *Deepen our understanding of how justice issues are interrelated and take action to address them in the wider world*
- *Engage in spiritual and applied practices that promote ecological sustainability and environmental justice*
- *Devote resources to support these goals and strengthen Unitarian Universalism*

### **The original language is below:**

We create and nurture relationships...

#### **Within:**

Respecting different spiritual journeys, the people of USNH find inspiration and a safe place to:

- Develop our best selves
- Worship and explore opportunities for spiritual growth
- Live with more joy and open-heartedness
- Experience a connection to something larger than ourselves
- Find meaning and purpose in our lives
- Articulate our Unitarian Universalist identity

#### **Beyond:**

The people of USNH, together and with our partners, act on our values in the larger world. We:

- Advance justice in our community and beyond
- Expand our understanding and awareness of social and environmental issues

## Board of Trustees' 2021-22 Annual Report

- Develop new understanding of ourselves and others through our justice work
- Contribute our resources to strengthen Unitarian Universalism

Our regular Board work included monitoring Governance Policies, overseeing the budget and setting priorities for the FY23 budget, which for this coming year included: continuing COLA raises for personnel, supporting Waverly and CONECT (tied to the 8th Principle and racial justice), and paying our dues to the UUA. The Board also continued to work with the minister and Management Team to hear the continual work being done throughout the year. Additionally, the Board worked closely with the Building Re-opening Advisory Group to ensure safety protocols and ongoing monitoring tools were put into place related to building and grounds usage.

At the 2020 Fall Congregational meeting, the congregation passed a motion to experiment with a smaller Board – meaning no more than nine Trustees, plus the Youth Trustee – through June 30, 2022. This year, the Board had nine Trustees, the Youth Trustee position was unfilled, and we experimented with two major changes: 1) the Past President did not join Board meetings but rather was available for consultation as needed, and 2) the Treasurer attended quarterly Board meetings to present financial reports and joined additional meetings if needed to address fiscal matters, but otherwise was not generally engaged in Board activities.

Throughout this experiment, the Board utilized process reviews at the end of each Board meeting, engaged in an end-of-the-year survey on Board effectiveness, and had robust discussions on the size and composition of the Board. Now that the experiment is concluding, the Board is bringing forward bylaws changes that will allow the Board to continue to function effectively and efficiently. These bylaw changes address the size and composition of the Board, as well as address other matters that were brought up this year, such as procedures for voting during congregational meetings and formally allowing USNH friends to join USNH Committees unless otherwise stated in the bylaws.

## Board of Trustees' 2021-22 Annual Report

The Board also accepted the final report of the Ad-hoc Committee on Financial Roles, which made final recommendations to the Board on:

- the specific and appropriate financial roles and responsibilities of the USNH Treasurer, Finance Committee, Management Team, Board of Trustees and other relevant participants in financial matters;
- the accountability relationships among the above entities regarding finances; and
- the appropriate financial reporting to the Board of Trustees.

These recommendations informed the proposed bylaw changes to language surrounding the Treasurer.

Lastly, the Board held a special Board meeting on 5/5/22 with members of the Endowment and Legacies Committee, Management Team and Finance Committee, to discuss the proposed FY23 budget as well as financial projections for the upcoming years. Given the anticipated increases in expenses and flattening of revenue, the Board voted to create a Financial Planning Taskforce made up of members from Management Team, Finance Committee as well as other key stakeholders to develop recommendations to balance expenses and revenues, provide a plan for addressing anticipated capital needs, and complete its work by 2/27/23.

While this year continued to pose many unique challenges, we have persevered. Through the dedication of our minister, our Management Team, members of BRAG, our staff, our Sunday worship team, those who made streaming services possible, especially Robb Camm and Mary Donohue, all the volunteers who have served on committees as well as those who are engaged in our many social justice task forces, as well as each of you, we have continued to show up for one another and have made both a financial and emotional commitment to strengthening our community. Thank you.

Emily McCave, President  
David Jones, Vice President

**Board of Trustees' 2021-22 Annual Report**

Aimee Cotton Bogush, Clerk

Larry Copes, Treasurer

Bernice Marie-Daly

Becky Reeve

Tina Santoni

Rich Stockton

Sue Trotta-Smith

**New proposed language in red;**  
**proposed language to delete struck out and highlighted yellow**

## BYLAWS OF THE UNITARIAN SOCIETY OF NEW HAVEN November 17, 2019

### ARTICLE IV – MEETINGS

**SECTION 6:** For votes occurring at Annual or Special meetings of the Society, a majority of votes cast, both in-person and via live-stream, will indicate passage unless otherwise specified in the bylaws. No absentee voting will be permitted.

### ARTICLE V – OFFICERS

**SECTION 1.** The officers of the Society shall be a president, a vice-president, a clerk, and a treasurer. They shall be elected by a majority vote of those present and voting at annual meetings. A president and vice president shall be elected each year for a term of one year. The vice president will normally succeed to president ~~and then immediate past president in the following years.~~ The clerk and the treasurer shall be elected in alternating years and serve for two years. Each officer shall serve until a successor is elected. Officers shall not serve more than two successive terms in the same office.

**SECTION 5.** ~~The Treasurer and designees shall oversee the receipt, deposit, management, and disbursement of the Society's funds consistent with Board Governance Policies.~~ **The Treasurer shall oversee the integrity of the Management Team's financial activities and ensure that they are consistent with the Board Governance Policies.** The Treasurer shall present periodic statements to the Board, and an annual report at the annual meeting.

**SECTION 6.** A vacancy in the office of president that cannot be filled by succession of the vice-president, and vacancies in the office of vice-president, clerk, and treasurer, shall be filled promptly by election at a meeting of the Society called for that purpose.

### ARTICLE VI – BOARD OF TRUSTEES

**SECTION 1.** The Board of Trustees shall consist of the Society's officers, ~~the prior year's president,~~ and five members at large, at least one of whom is to be elected each year and serve for a term of three years. Members at large shall not be eligible for reelection until at least one year has elapsed from the expiration of a full term of office.

**SECTION 3.** The officers of the Board shall constitute an Officer Committee, chaired by the president. **The Treasurer need only participate in the Officer Committee when requested to address financial matters.** The Committee shall prepare tentative agendas and options for

consideration at the Board. This Committee shall be subordinate to the Board, and deal with other matters as delegated by the Board. The activities of the committee shall be reported at each Board meeting.

### **ARTICLE VIII – COMMITTEES**

Committees may be created to carry out the work of the Society according to the Governance Policies. **Society members and USNH friends may join any committee, unless otherwise indicated in the bylaws.** All Society committee meetings shall be open to the Society's members **and USNH friends**, unless the committee chair defines a meeting, or portion thereof, as being in executive session.

### **ARTICLE IX – THE MINISTER**

**SECTION 3.** The appointment of a new minister shall be made by the Society at a congregational meeting called for this purpose. The vote shall be by secret ballot, with **two-thirds** **90%** of the ballots cast necessary for an acceptance.

### **ARTICLE X – ENDOWMENT**

**SECTION 10.** Reports. At least annually, the Committee shall publish a financial report regarding all Endowment and Investment Funds and make it available to the Congregation. **During the annual budget planning process, the Committee shall present a financial report to the Board of Trustees outlining plans for all Endowment and Investment Funds.**

## Nominating Committee Slate for Election, May 22, 2022

The USNH Nominating Committee is pleased to present the Slate of Candidates for offices mandated by the USNH By-laws.

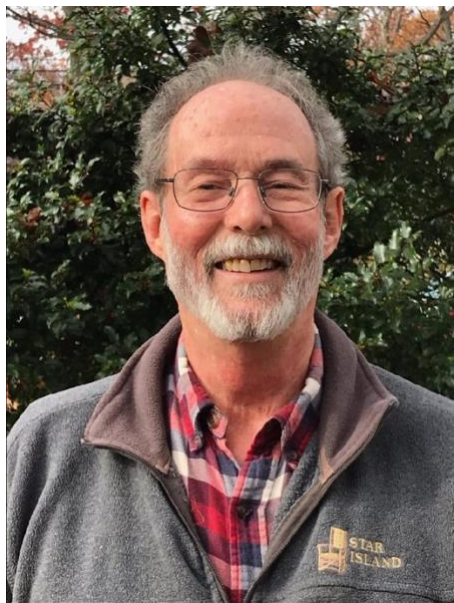
\*Asterisks and blue text denote identified candidates.

Elected members remaining on the Board and Committees are also shown.

Name	Position	Term	Notes
<b>BOARD OF TRUSTEES</b>			
<b>OFFICERS:</b>			
*David Jones	President	2022-2023	
*Not filled, to be determined	Vice President	2022-2023	
Aimee Cotton Bogush	Clerk	2021-2023	Incumbent
*Joanna Scaparotti	Treasurer	2022-2024	
<b>AT LARGE TRUSTEES:</b>			
Tina Santoni	Trustee	2020-2023	Incumbent
Becky Reeve	Trustee	2021-2023	Incumbent
Sue Trotta-Smith	Trustee	2021-2024	Incumbent
*Joan Ciano	Trustee	2022-2025	
*Kyle Manning	Trustee	2022-2025	
<b>NOMINATING COMMITTEE</b>			
Robb Camm	Nominating	2020-2023	Incumbent
Maggie Goodwin	Nominating	2020-2023	Incumbent
Gretchen Frazier	Nominating	2021-2024	Incumbent
Dan Gelperin	Nominating	2021-2024	Incumbent
*Carol Anastasio	Nominating	2022-2025	Incumbent for 2 <sup>nd</sup> term
*Becky Sandmann	Nominating	2022-2025	Incumbent for 2 <sup>nd</sup> term
TBD	BOT Representative	2022-2023	Board will select
<b>ENDOWMENT AND LEGACIES COMMITTEE</b>			
Michael Clorite (2nd term)	E&L	2020-2023	Incumbent
Vicki Seitz (2nd term)	E&L	2020-2023	Incumbent
Van Selden	E&L	2020-2023	Incumbent
Carol Cheney	E&L	2021-2024	Incumbent
*Linda Mehta	E&L	2022-2025	
*Fred Morrison (2 <sup>nd</sup> term)	E&L	2022-2025	Incumbent for 2 <sup>nd</sup> term

**Photos and candidate statements are on the following pages.**

## Nominee Biographies and Photographs



### **David Jones**

Nominee for *President*

David Jones has been attending USNH for over 25 years after first being introduced to it by his wife Becky Friedkin. Their three girls, Karen, Abby, and Emily, were raised in the RE program.

David is retired from the state of Connecticut where he was a social worker, supervisor, and program supervisor at the Department of Children and Families, working in children's protective services as well as mental health services.

At USNH he has been on the board, was on the first management team, was a member of the governance task force which led to policy governance, has been the chair

of B&G, is a co-chair of the worship committee, and has been the project manager on a number of building improvements and repairs.

David loves to garden, bake, and play with his children and grandchildren as much as possible.



### **Joanna Scaparotti**

Nominee for *Treasurer*

I live in Hamden with my fiancé Patrick Norris, our kids Link, Ella and Sammy, and our Maine Coon cat Rascal. I love to spend time with family, read, meditate, bake and go for walks.

After college, I served as Assistant Treasurer and Treasurer for my sorority National organization for a few years, which is where I developed my love of spreadsheets! I used my first degree during the dot.com boom days then left tech. Over the next decade, I did administrative work in non-profits and health care and had my own business for many years. In 2014, I earned an MBA, and now I work as a Grants Manager for Yale New

Haven Health. What I do there is act as a financial and contract manager, overseeing about 20 state and federal grant programs and making sure their operations and spending are compliant with policies, regulations and laws. I'm new to USNH governance, but excited to listen and learn how I can be of service to the USNH community.



## Nominee Biographies and Photographs



### **Joan Ciano**

Nominee for *At Large Trustee*

I joined USNH about 11 years ago when I moved from New Haven to Hamden. I've been on the Anti-Racism Task Force from my first year, I sing with the USNH folk group, and I'm part of the UU the Vote postcard team.

I'm retired, having had more jobs than I can count, from metronome assembly to food service; housecleaning to customer service. I spent the last 25

years of my working life as a legal assistant and paralegal, scrutinizing franchise contracts. (That's the analytic part.)

I've been singing Black gospel music for over 40 years with an interracial choir out of New Haven (Salt & Pepper) and was on their Board of Directors for several years. Performing and socializing in many Black spaces has been a great privilege and delight, as well as a rare education in Black centering. I'm an est graduate, an interfaith minister, and a Reiki master. (That's the woo-woo part). And I'm a foolishly indulgent human companion to Leo the Cat.

I joined USNH because I wanted to be part of a liberal community within which I could take a stand as an ethically committed human; could connect with others; could contribute and make a difference in big and small ways. USNH has been that for me. It has been an anchor during pandemic shutdown. It has been sanctuary. It has also been a lot of fun.

I would like to share my life experiences and perspectives, my analytic talents and woo-woo vision, serving on the USNH Board as an At-Large Trustee.

## Nominee Biographies and Photographs



### **Kyle Manning**

Nominee for *At Large Trustee*

I live in West Haven and am the proud mother of two very patient and loving children who, along with their spouses, are amazing parents to my three beautiful grandchildren.

In 2019, after twenty years with the State of Connecticut, I retired from the Judicial Branch, where I managed the law clerk recruitment program for the Legal Research Office of the Superior Court. Shortly thereafter, I visited USNH for the first time and knew immediately that I had found a spiritual home and community that shared my most deeply held values as a human being.

One of the first things I did after that initial visit was to respond to the call of UU the Vote to write postcards to voters in marginalized communities. What a rewarding experience that was! I have been committed to UU the Vote and its important work ever since and am a member of the UU the Vote organizing team.

I became an official member of USNH in November 2020 and joined the Membership Team almost immediately. The team had been instrumental in shaping my perception of USNH from the first time I walked through the door, and I wanted to pay it forward and do the same for others.

I am so grateful to be a part of this community and would be honored to serve as a member at large of the Board of Trustees.

## Nominee Biographies and Photographs



### **Linda Mehta**

Nominee for *Endowment & Legacies*

I am a life-long UU who first joined the Stratford church when I settled in Connecticut. After we moved from Shelton to Woodbridge, I started coming to services at USNH because I was drawn to the music program and also because I was more a part of the greater New Haven area than that of Bridgeport. At this point, I've been a member here for several years, and I have served on several committees: music, worship, endowment and legacies, and finance. I sing in the choir and have also serviced as treasurer for a couple of years. In my private life, my career has been in publishing basic scientific research and reviews and medical and dental textbooks and reference books. I have two daughters, one grandson, and a large extended family.

Summary of balance sheets for fiscal years 2019-2022 (through 3 quarters)

Summary of balance sheets, approximate values	June 30, 2019	June 30, 2020	June 30, 2021	September 30, 2021	December 31, 2021	March 31, 2022	notes
<b>Assets</b>							
Ready cash— checking	115,000	103,000	141,000	120,000	134,000	124,000	
Quickly available savings (TIAA CDs)	215,000	217,000	179,000	182,000	182,000	182,000	
Other minor (grocery cards, etc.)	19,000	19,000	21,000	15,600	28,000	15,000	Sale from Dec stock donation didn't go through till Jan
Fixed assets (building, furniture, etc.)	1,700,000	1,825,000	1,731,000	1,731,000	1,634,000	1,634,000	
Endowment	1,185,000	1,214,000	1,553,000	1,561,000	1,647,000	1,548,000	
<b>Total Assets</b>	<b>3,234,000</b>	<b>3,378,000</b>	<b>3,625,000</b>	<b>3,609,600</b>	<b>3,625,000</b>	<b>3,503,000</b>	
<b>Liabilities</b>							
Payroll Protection loan		75,000					
Endowment mortgage loan	363,000	346,000	327,000	322,000	318,000	313,000	
Other (payroll taxes payable, staff rental security deposit, accounts payable)	25,000	15,000	15,000	24,000	-3,000	14,000	Negative: paid some bills early
<b>Total Liabilities</b>	<b>388,000</b>	<b>436,000</b>	<b>342,000</b>	<b>346,000</b>	<b>315,000</b>	<b>327,000</b>	
<b>Equity (net worth): Assets minus liabilities</b>	<b>2,846,000</b>	<b>2,942,000</b>	<b>3,283,000</b>	<b>3,263,600</b>	<b>3,310,000</b>	<b>3,176,000</b>	
<b>Current ratio: Current assets / Current liabilities</b>	14	22.6	22.7	13.2	114.7	22.9	
<b>average monthly expenses (P&amp;L statements)</b>	49,000	49,000	47,500			52,333	Last figure is over 9 months.
<b>Ready cash/Average monthly expenses</b>	2.35	2.1	2.97			2.37	
<b>Operating revenue - operating expenses (does not include revenue released from endowment or restricted funds; does include UUA contribution as an expense)</b>	-41,000	-51,390	-8,293				FY 20-21 was less because of reduced expenses due to pandemic.

	Draft Operating Budget 2022-23 Version 2.11	2021-22 Budget	3/31/2022 Actual 75%	% of Budget	2022-23 Proposed	2022-23 Comments	
	<b>INCOME</b>						
1	Pledges promised	460,000			450,000	Assume Full Open July 2022 - Best estimate	1
2	Pledges collected	446,200	382,207	86%	436,500	Assume 97% collected at year end	2
3	Collection Plate	16,500	14,990	91%	18,000		3
5	Daycare Rental	60,000	44,183	74%	60,200	Over the Rainbow is new daycare tenant	5
6	Other Rentals	1,280	7,302	570%	7,000	Moderate increase expected	6
8	Fundraising	14,000	3,840	27%	12,000	grocery+food bank cards, books, tag&plant & chocolate sales	8
9	CONNECT Fundraising	1,250	1,681	134%	2,000	special SJ fundraising	9
11	Released from Temporary Restricted Funds	60,000	30,000	50%	60,000	From Gifts and Donations including \$15,000 in one-time gifts	11
13	Endowment contribution	23,767	23,767	100%	52,782	4% of E&L 13 quarter average of \$1,319,552	13
13a	Other income	6,373	1,002	16%	2,575	Coffee/Flowers, RE Income, Interest, Misc gain/loss	13a
14	<b>Total Income</b>	<b>629,370</b>	<b>508,972</b>	<b>81%</b>	<b>651,057</b>	<b>Total Income</b>	14
	<b>EXPENSES</b>						
15	<b>Facility</b>						15
22	<b>Facility total</b>	<b>54,600</b>	<b>47,239</b>	<b>87%</b>	<b>57,750</b>	Utilities, Maintenance and Repair, Property Management, Supplies, Landscaping with Snow Removal, Security/Alarm systems	22
23	<b>Communication, Media</b>						23
30	<b>Communication total</b>	<b>10,600</b>	<b>9,027</b>	<b>85%</b>	<b>11,910</b>	Office Supplies, Postage, Office Service Contracts, Internet services and licensing	30
31	<b>Committee Support/Member Services</b>						31
40	<b>Committee/Member Services total</b>	<b>4,755</b>	<b>1,309</b>	<b>28%</b>	<b>4,255</b>	Membership, Covenantal Relations, Sunday Morning Team, Stewardship, Endowment and Legacies, Small Groups, Library/Archives and Pastoral Care Team	40
41	<b>Denominational Affairs</b>						41
43	<b>UUA dues</b>	<b>15,935</b>	<b>11,951</b>	<b>75%</b>	<b>16,410</b>	50% of UUA Request for 2022-23 of \$32,817	43
44	<b>Finance</b>						44
45	Mortgage	37,715	28,286	75%	44,075	Mortgage payment including repayment of \$60,000 loan	45
52a	Other Expenses	13,157	13,644	104%	13,977	Insurance, Accountant Fees, Bank, PayPal and Merrill Edge fees, CT sales Tax	52a
52	<b>Finance total</b>	<b>50,872</b>	<b>41,930</b>	<b>82%</b>	<b>58,052</b>		52
53	<b>Personnel</b>						53
54	Salaries (Minister, DLRE, Administrator, Directors of Music, Associate Director of Music)	267,094	200,377	75%	275,309	3.0% COLA. Top priority USNH board	54
55	Hourly Wages (Sexton, Membership Coordinator, Child Care)	42,599	28,935	68%	43,214	3.0% COLA. Top priority USNH board	55
63a	Other Personnel related expenses	141,324	106,055	75%	150,207	Health Insurance, Bookkeeping, Other Insurance, FICA, Pensions, Administration, Professional Expenses	63a
63	<b>Personnel total</b>	<b>451,017</b>	<b>335,367</b>	<b>74%</b>	<b>468,731</b>		63
66	<b>Contribution to Sabbatical Fund</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>2,000</b>	Minister's Sabbatical Leave after August 1st 2024	
67	<b>Trustees Research and Development</b>	<b>500</b>	<b>0</b>	<b>0%</b>	<b>500</b>		67
69	<b>Music</b>						69
75	<b>Music total</b>	<b>1,300</b>	<b>814</b>	<b>63%</b>	<b>1,500</b>	Sheet Music/Library, Piano Tuning/Repair, Dues, Miscellaneous	75
76	<b>Religious Education</b>						76
86	<b>Religious Education total</b>	<b>5,100</b>	<b>1,580</b>	<b>31%</b>	<b>4,975</b>	Adult RE, CYRE discretionary, Teacher training and Support, Supplies, YRUU, Family multigenerational support, Background checks, OWL teacher training, Affirmations class	86
87	<b>Social Justice</b>	<b>4,500</b>			<b>4,500</b>	All programs other than Waverly	87
95	Waverly/USNH Partnership TF	9,000	4,179	46%	9,000	Second highest Board priority	95
101	<b>Social Justice total</b>	<b>13,500</b>	<b>6,300</b>	<b>47%</b>	<b>13,500</b>	Abrahams Tent/Columbus House, Anti-Racism, Peace, Kid's Service, Immigration and Refugee, Green Sanctuary, Preventing Gun Violence, UU-UNO dues, UUSC dues, Mental Health Awareness	101
102	<b>CONNECT</b>	<b>7,000</b>	<b>5,250</b>	<b>75%</b>	<b>7,000</b>	Second highest Board Priority	102
103	<b>Worship</b>						103
108	<b>Worship total</b>	<b>2,965</b>	<b>1,027</b>	<b>35%</b>	<b>2,225</b>	Speakers, Supplies, Sunday Flowers.	108
109	<b>Capital Fund Contribution</b>	<b>6,225</b>	<b>6,225</b>	<b>100%</b>	<b>2,249</b>	Provide some funding for Capital Budget	109
110	<b>Total Expenses</b>	<b>629,370</b>	<b>471,026</b>	<b>75%</b>	<b>651,057</b>	<b>Total Expenses</b>	110
111	<b>Income - Expenses</b>	<b>0</b>	<b>37,946</b>		<b>0</b>	<b>Negative means Deficit</b>	111

Along with Rev Lindasusan, Jean Rosenthal and Bobbi Pace, we are your Management Team.

The handout is a summary of the proposed Operating Budget for next year. It shows the proposed budget in blue and also includes this year's budget with totals as of the end of March. That is 75% of the current fiscal year. Also to the left and right are item numbers from the full budget that make it easier for us to review.

Starting at the top, item #1 is the pledges promised. This year has been a major challenge and our Stewardship Team deserve a huge shout out for their all their work. As you can see, the total of pledges promised is down from last year, but the appeal for one-time gifts has made a significant difference as we will see in a moment. We always collect about 97% of pledges promised, so that appears as item #2.

You've probably noticed that we have "Over the Rainbow" running our Daycare. They took over from "Cuddle time" last December. Their rental is a major contribution to our budget. That's item #5.

Income from other rentals is shown at item #6. Another big shout out is needed here to Jamie. The pandemic forced cancellation of all our rentals except the daycare. Jamie has managed to build back our rentals to a significant degree.

Item #11 shows the amount we need to pull from our Gifts and Donations fund to balance the budget. This is the same number as last year. The bright spot though is that we have one-time promises of just over \$15,000 that will go into Gifts and Donations to help with this.

Item #13 is the contribution from Endowments and Legacies. Each year we receive a contribution based on the value of the Endowment Fund. This year the contribution is increased from 2% to 4% to help us out.

Item #14 then, is our total projected income and that is up about \$20,000 from last year.

The rest of the budget deals with expenses. In this summary sheet, only the total for most of the sections is shown and the items that make up the section are listed in the comments. The full two page budget is available on the website showing all the details.

Our expenses begin at item #22, the Facility costs. No real surprises here, these costs along with costs for just about everything else these days, are going up.

So item #30, our Communication and Media costs, are no surprise either, also going up just over \$1,000 from last year.

Number #40 is our expenses for our Committees and Member Services. We expect our Committees to spend more as we return to "normal" activities. However, the expenditure for 75% of the current year is very low at only 28% so we have kept the numbers here close to last year's figures to allow for growth.

At item #43, we are keeping our contribution to the UUA at 50% of the amount requested.

Next we look at Finance. Item #45, our mortgage payment is increased from last year. That is because we are planning to borrow \$60,000 from our Endowment towards the cost of work on our roof and walls and begin paying back immediately as part of the mortgage. Jason will say more about this project when he reviews the Capital Budget. The terms of the loan were approved by the congregation back in 2018 when the mortgage was refinanced.

Item #53 is the start of the Personnel section. The Board gave us as their top priority the support of our staff. We have a 3% cost of living adjustment to our salaried and hourly-paid staff. We have also made adjustment for two of our staff to bring them close to the mid-point of the UUA recommendations. Unfortunately, medical expenses continue to rise and have contributed more than a \$7,000 increase to the total personnel costs at item #63.

This year we have a contribution to the Sabbatical Fund at item #66. This is to begin the support for Rev. Lindasusan to take a sabbatical leave sometime after August 2024.

I will move over the Trustees Research and Development, Music, Religious Education, Social Justice and Worship expenses as they are all similar to last year's figures. I should point out though that the second highest priority given to us by the Board was support for the Waverly program and for CONECT.

Moving down then to #109. All the expenses leave just \$2,249 to transfer to the Capital Budget.

The total expenses at #110 gives us a budget with a zero deficit at the last line #111.

To achieve this we will use \$60,000 from our Gifts and Donations fund. Obviously it helps greatly that we have just over \$15,000 in one-time gifts to contribute to the fund. However, we are using up our reserves and we will need a different approach going forward.

By the end of the 2022-23 fiscal year, even with our one-time gifts, we will have exhausted our Gifts and Donations Fund and almost all of our unrestricted cash.

At a recent Board meeting the Management Team and Finance Committee were charged with "working together in a new financial planning task force, recruiting representatives and stakeholders to offer guidance and support to develop a recommendation to balance revenue and expenses, including capital needs." The Management Team and Finance Committee will need to design a budget that matches our expenses with our income for fiscal year 2023-24.

We have already started work with a goal of bringing proposals and recommendations to the Congregation at the fall congregational meeting.

I don't have much more to add to this at this stage but I'm happy to try to answer any questions about the budget.

USNH Capital Budget 22-23 Draft V3		Notes
<b>Funds available</b>		
Starting Balance	\$ 10,375	as of 3/30/2022
Funds to be transferred from 2022-23 Operating Budget	\$ 2,249	as of OB V2.11
Funds borrowed from E&L	\$ 60,000	
Funds transferred from Gifts and Donations	\$ 15,000	
<b>Total available</b>	<b>\$ 87,624</b>	
<b>Proposed projects</b>		
Roof and Dryvit Project	\$ 75,000	
Repair or replace gutters and related items	\$ 3,500	
"Ease Up" Structures (2 or 3)	\$ 600	
Memorial Garden enhancements	\$ 1,000	
Landscaping	\$ 2,000	Tree trimming, new plantings etc
<b>Total Project Costs</b>	<b>\$ 82,100</b>	



## FY 23 Capital Budget

First let me start by thanking everyone that has really embraced the idea that our physical sanctuary needs to be tended to as much as our spiritual sanctuary. As a result, you can see we have a roof over our head that mostly doesn't leak, an HVAC system that cools us on hot days like today, and our grounds around us are blooming and growing, maintained with love.

In order to continue to have this beautiful place be functional and safe for all, we need to spend some money. Here's where we talk about that and how we intend to use those funds this fiscal year:

- Landscaping and memorial garden enhancements add up to \$3000 together
- We intend to purchase 2 or 3 “easy up” tent structures for outside use for \$600

- Our gutters need attention in certain spots and we project that to be \$3500
- And then there is our roof and the siding on the building that needs to be addressed properly. I'm sure you've noticed our tenants, the birds, in the siding material know as Dryvit or Stucco. There's also another tenant you might not notice - water! This isn't really all that great. It's a result of the flashing that bridges the gap between the roofing materials and the siding materials having, well, GAPS! The good thing is, we have a plan. We will be addressing this project in a multi-year, multi-a-lot of money venture with the guidance of several experts and also David Jones to keep them in check! The first wave of this venture has contracts in place, and some of which have been signed and are ready to be executed, address the most crucial issues first. We plan to have this work start as quickly as possible on the resurfacing of the majority of the exterior of the building and the flashing in conjunction with the stucco resurfacing. This project this year is set to cost us \$75000.

The Total proposed capital budget today is \$82,000 to keep improving and repairing our physical sanctuary here at 700 Hartford Turnpike. I do hope you will support this effort!

Further, I would like to offer this to you, our congregation - please reach out to myself or to [building@usnh.org](mailto:building@usnh.org) with any items and issues you have noticed that need to be addressed. I am rather busy with my family and work but I usually can back to you rather quickly. My contact information is available in the congregation directory available on our website, USNH.org.

Thank you!

## COMMENTS FOR CONGREGATIONAL MEETING MAY 22,2022

I'm Peggy Rae from the Stewardship Team and on behalf of the Team, I just want to say Thank You to all of you for your pledges and gifts during this spring's Stewardship Campaign.

The theme of the campaign was "Living Our Values Everyday", and thanks to your generosity, USNH can continue to provide the programs, platforms for action, and inspiration that enable us to live out the values that are set forth so well in our mission, covenant, and UU principles.

You may have noticed the vines adorning the front windows of the lobby. Each leaf on the vines represents a person or family that has made a pledge. As more and more pledges came in during the campaign, the initially sparse stems leafed out gloriously, and the vines are now dense with more than 200 leaves – in fact, they're almost jungle-like!

Those 200-plus leaves are all about the same size, no matter the size of the pledge, and I think they give a wonderful visualization of how our individual pledges blend to create beautiful foliage together. Thanks to you, All, for making the campaign such a success!

And thanks to Stewardship Team members Sarah Forman, for coming up with the idea of the vine, and Becky Friedkin, our constant gardener, for adding leaves and photos.

By the way, if you haven't pledged yet, or you want to increase your pledge or make a gift, there's still time. To get –or fill out - a pledge form on-line, use the link in one of the recent newsletters, or go to [usnh.org](http://usnh.org) and click on Giving. You can also just notify the USNH office that you wish to pledge. Your pledge will be an affirmation of your support for USNH, and will be much appreciated, no matter its amount.

I would like to close by extending a special Thank You to Becky Friedkin, who chaired the Stewardship Team during this campaign and who is leaving the Team after 3 years of service.

The success of this year's campaign is largely due to Becky, her skills and her devotion to USNH.

To say she is multi-talented is an understatement – she's an on-line tech wizard, a writer par excellence, a fabulous data analyst, and a CEO of exceptional skill and patience who took our little group of newbies - (none of us had been on the committee before and barely had a clue as to what to do) – and enthusiastically led the four of us through the tasks that needed to be done.

She has inspired us with her outreach to members and shown us how stewardship is more than just gathering dollars. We'll miss you on the Team, Becky, but you've left us in good shape. Thank you!

If you are interested in joining the Stewardship Team, send us an email at [stewardship@usnh.org](mailto:stewardship@usnh.org) or talk with one of us. We'll be revving things up again in the fall.