

Unitarian Society of New Haven
Minutes of the June 2, 2024 Congregational Meeting
Held in person and on Zoom
Accepted by the Board on June 13, 2024
Approved by the Congregation on December 8, 2024

1. **Call to order.** USNH Board President Bobbi Pace called the meeting to order at 11:58 a.m.
2. **Reading and chalice lighting.** Reverend Stephen Kendrick lit the chalice and read a prayer by Percival Chubb that concluded with “A circle of friends is a blessed thing.”
3. **Opening remarks.** Stating that USNH is “the most committed congregation (he) has ever worked with,” Reverend Stephen expressed appreciation to the USNH staff, President Bobbi Pace and the USNH Board, and the Management Team for carefulness, dedication, and savvy. Urging congregants to take to heart Thomas Friedman’s metaphor of mangrove roots from his May 27 OpEd NYTimes, Rev. Stephen stressed the need to commit to social justice in preparation for the “maelstrom that is coming,” i.e., the November 2024 election. He also encouraged USNH to embrace new things, energize worship, reach out to young people, and become “community centers of the free mind and heart.” Reverend Stephen also announced that the first of an annual sermon by Kathleen McTigue is planned as she begins her emerita status. He looks forward to continuing to support the internship of Sunny Joy McMillan and deepening the USNH relationship with Yale Divinity School.
4. **Reading of the Covenant.** Lisa Anderson read the complete version of the USNH covenant.
5. **Confirming the quorum.** USNH Board members counted 74 members present, which exceeds the required number (31, or ca.10% of total membership) to establish a quorum.
6. **President’s report.** President Bobbi Pace read the President’s Report. Please see attached.
7. **Voting instructions.** Clerk Terry Bohnhorst Blackhawk instructed USNH members in the sanctuary to vote with a show of hands and those participating remotely to put their full names in the Zoom chat (with Vice-president Sue Trotta-Smith as monitor).
8. **Straw vote on Article II.** President Bobbi Pace described the steps the USNH Board has taken to inform congregants and enhance discussion of proposed changes to Article II of the UUA By-laws. Bobbi Pace moved and Becky Friedkin seconded that the changes be approved via a straw vote. Board members passed the mic for comments and questions. After some discussion, the straw vote approved the UUA By-laws changes with 53 in favor (46 in sanctuary and 7 in chat) and 14 against (in the sanctuary). USNH delegates Cathy Jackson, Lurline Devos, Sarah Forman, and Becky Sandman are advised to take the vote into consideration but to follow their consciences.
9. **FY25 Operating Budget presentation and vote.** Explaining that the Budget Planning Task Force had taken an approach of “realistic abundance” in preparing the FY25 budget, Becky Friedkin of the Management Team shared details from the FY25 Budget Narrative. The Narrative, along with the FY25 Draft Budget summary and detail, had been disseminated via email. She also gave a shoutout to the Stewardship Team and encouraged others to volunteer to serve on it. After comments from the floor, President Bobbi Pace moved and Treasurer Tom Ward seconded that the budget be adopted. The motion passed unanimously with 59 votes in favor in the sanctuary and 9 in favor in the chat.
10. **FY25 Capital Budget presentation and vote.** Shirley Dion, Chair of Buildings and Grounds, presented the capital budget. Recent improvements included the following: \$4500 for the asphalt path giving egress to Mishkan Israel’s parking lot, the roof’s \$5145 treatment, and \$5500 for repaving the

parking lot, in addition to replacing large and small water heaters (an unexpected expense of \$5,400 after some energy incentives). The FY25 Capital Budget projects expenses of \$22,855, most notably a scheduled cost of \$14,855 to replace the kitchen and entryway roofs. Future capital projects include scheduled improvements to roofs in FY25-FY27 and HVAC replacement. USNH can apply again in August for an incentive grant for solar installation. Shirley Dion called for more volunteers for the energy group. President Bobbi Pace moved to accept the proposed FY25 Capital Budget and John Deming seconded. The motion passed unanimously.

11. Nominations to elected office. Dan Gelperin presented the Nominating Committee Slate for Election. After asking for volunteers for the office of Board Clerk and a vacancy on the Nominating Committee, he moved to approve the slate and John Deming seconded. Absent nominations from the floor, President Bobbi Pace called the question. The motion passed unanimously.

12. Approval of minutes of the November 19, 2023 Congregational Meeting. President Bobbi Pace moved and John Deming seconded approval of the minutes. The motion passed unanimously.

13. Presentation from the Endowment and Legacy Committee. Bob Congdon gave a Power Point presentation of milestones from USNH's financial history beginning with founding in 1951, construction of additional space in 1967, and obtaining a bank loan to create the current building in 2003. The Winchell Fund in 2011 doubled the endowment; changes in 2012 enabled the use of appreciation funds instead of interest. Recent borrowing from the endowment has enabled USNH to refinance its mortgage and saved substantially in banking fees. From \$750K in 2013, the cash value of the current endowment stands at \$1.6 million. An additional \$1.4 million in pledges makes the endowment's current value ca. \$3.1 million.

14. Climate Justice Revival. Vice-president Sue Trotta-Smith reported that USNH will be one of the Connecticut hubs for the September 2024 Climate Justice Revival coordinated nationally by the UUA across the country. Congregations will receive everything they need to host a revival in their communities, including discussion guides and materials for all ages, training, worship resources, and advocacy actions designed to transform our communities through climate justice. Members of USNH are encouraged to participate fully!

15. UU the Vote/Social Justice. Lurline Devos reported for the Social Justice Ministry on much Good Trouble enacted in service of dismantling white supremacy and promoting electoral and environmental justice. Among many highlights are a six-month training in collaboration with Side with Love, working with CONECT, phone banking to Arizona, pressing for the implementation of Clean Slate laws, and reducing gun violence. Through UU the Vote, 11,000 BIPOC voters of color in Virginia, Georgia, and elsewhere have received "Reclaim Our Vote" postcards from USNH congregants. The Social Justice Ministry collaborated with the Anti-racism Task Force, Adult RE and the Humanist Association in reading and then sponsoring a panel to bring *The Other Side of Prospect* to a wider community. Food insecurity, LGBTQ projects, Green Sanctuary, and many Waverly initiatives have also contributed to a full calendar. In conclusion, the Social Justice Ministry is awed and appreciative of all that the folks at USNH are doing to create the beloved community in these challenging times.

16. Closing reading. President Bobbi Pace read a prayer ending "with gratitude and grace."

17. Adjournment. Bobbi Pace moved and Bob Congdon seconded a motion to adjourn which passed unanimously. The meeting adjourned at 1:55 p.m.

Attachments:

Draft FY25 Operating Budget; Draft FY25 Capital Budget; and Nominating Slate

Draft FY25 Operating Budget

		DRAFT Operating Budget FY25 V8 5/8/24	2021-22 Actual	2022-23 Actual	2023-24 Budget	FY24 as of 3/29 - 75%	% of Budget	2024-25 Budget	Change from FY24 Budget	2024-25 Comments	
		INCOME									
1		Pledges promised			490,000			492,000	2,000	based on pledge results + expected new member pledges	1
2	4000	Pledges collected	456,263	453,049	475,300	384,376	81%	477,240	1,940	Assume 97% collected by year-end	2
3	4100	Collection Plate	20,263	21,608	20,000.00	23,697	118%	30,000	10,000		3
4	4200	Coffee and Flower donations	19	127	100	129	129%	600	500	includes donations for soup lunches	4
	4300	Rentals									
5	4310	Regular Tenant	58,133	55,800	60,200	43,850	73%	65,630	5,430	Rent renews Sept '24 at rate TBD, includes some increase	5
6	4320	Incidental	10,278	17,234	15,000	16,176	108%	20,000	5,000		6
7	4400	RE Income	800	0	500	250	50%	250	-250		7
8	4500	Fundraising	4,704	22,882	12,000	12,575	105%	22,000	10,000	assume auction spring 2025; SJC fundraising eliminated	8
10	4600	Interest	212	2,095	4,000	4,832	121%	7,200	3,200	CDs and MMF	10
11	4700	Release from Temporary Restricted Funds	30,000	0	8,100	0	0%	26,025	17,925	Ministerial Internship Fund + Challenge One-Time Gifts	11
12	4800	Miscellaneous Gain/Loss	181	157	100	356	356%	100	0	Profit/Loss from sales of stock+ donations/ refunds	12
13	4900	Endowment contribution	23,767	45,248	41,922	26,981	64%	44,807	2,885	3% of 13 quarter rolling average	13
14		Total Income	606,300	618,200	639,222	513,222	80%	693,852	54,630	Total Income	14
15		Capital Fund Contribution	6,225	1,863	19,100	19,100	100%	50,000	30,900	Capital Fund contribution	15
		EXPENSES									
16	5100	Facility									16
17	5110	Utilities	26,073	24,581	25,500	18,223	71%	25,500	0	water 11%, gas 33%, electricity 50%, sewer 7%	17
18	5120	Maintenance and Repair	5,781	4,116	7,000	5,706	82%	7,000	0	Home Depot etc	18
19	5130	Property management	7,759	8,733	8,000	7,717	96%	8,000	0	Dumpster ~ \$4800, 17%Pest Control, 30% Env Eng	19
20	5140	Custodial Supplies	1,032	1,217	1,100	1,189	108%	1,400	300		20
21	5150	Landscape	12,924	10,960	11,500	8,824	77%	10,500	-1,000	major cost is snow removal	21
22	5160	Security/Alarm system	3,468	5,707	3,750	3,660	98%	4,000	250	Monitoring 40%, POTS line 6%, Inspections 50%	22
23		Facility total	57,036	55,314	56,850	45,319	80%	56,400	-450		23
24	5200	Communication, Media									24
25	5210	Office Supplies (copier paper, supplies)	2,071	988	2,100	992	47%	1,600	-500		25
26	5220	Postage	489	220	400	382	95%	500	100		26
27	5230	Office service contracts	1,289	896	1,000	567	57%	1,000	0		27
28	5240	Cable service: internet, phone, TV, wi-fi	5,404	4,593	4,410	2,852	65%	2,600	-1,810	Comcast 215/mo - less expensive; moved Zoom to 5260	28
29	5260	Tech: hosting, software, licensing	2,174	2,856	3,100	1,559	50%	2,800	-300		29
30		Communication total	11,428	9,553	11,010	6,352	58%	8,500	-2,510		30
31	5300	Committee Support/Member Services									31
33	5310	Connections Committee	329	898	500	470	94%	1,200	700		33
35	5330	Sunday Morning Team	962	1,557	1,200	1,325	110%	1,500	300		35
36	5340	Stewardship/Canvass	214	1,163	900	419	47%	1,200	300		36
37	5350	Endowment & Legacies	320	0	500	47	9%	1,000	500		37
38	5360	Small Groups	60	0	115	0	0%	115	0		38
39	5370	Library/Archives	18	0	50	14	28%	50	0		39
40	5380	Pastoral Care Team	0	5,271	250	600	240%	150	-100		40
41		Labor Day Retreat						300	300	Supplies for 2025 retreat	41
42		Committee/Member Svcs total	1,904	8,889	3,765	2,999	80%	5,515	1,750		42
44	5410	Denominational Affairs: UUA Program Fund	15,935	16,410	15,995	11,996.25	75%	17,191	1,196	50% of UUA ask	44
46	5500	Finance									46
47	5510	Mortgage	37,715	37,715	24,079	18,059	75%	24,079	0		47
48	5520	Insurance	8,647	8,888	9,749	10,898	112%	11,500	1,751		48
49	5530	Accountant's Review	4,000	4,200	1,000	0	0%	3,400	2,400		49
50	5560	Bank fees	138	6	50	20	40%	50	0		50
51	5565	Paypal Fees (~3.0% fee)	1,139	1,331	600	277	46%	250	-350		51
52	5566	Breeze fees				661		1,200	1,200		52
53	5570	CT Sales Tax	9	6	50	88	176%	50	0		53
54	5580	stock sales commission	0	0	0	0	0%	0	0		54
55		Finance total	51,648	52,146	35,528	30,004	84%	40,529	5,001		55

Draft FY25 Operating Budget

56	5600	Personnel										56
57	5610	Salaries (Minister, DLRE, Admin, Min Intern, Music staff)	267,151	267,695	293,121	212,132	72%	317,891	24,770	3.5 % COLA for salaried staff		57
58	5620	Hourly Wages (Sexton, Connections Coord., PC Assoc., Child Care)	38,077	39,140	44,643	38,976	87%	53,658	9,014	3.5% COLA for hourly staff, incl. PT Pastoral Care Assoc.		58
59	5625	Contractor (Bookkeeping Services)	14,250	14,250	15,675	11,756	75%	15,675	0			59
60	5630	Medical insurance (Minister, DLRE, Admin., Sexton)	55,992	40,432	34,634	22,524	65%	33,467	-1,167	expect 8% med increase January 2025		60
61	5640	Other Insurance (dental, disability, workers comp, life)	9,344	9,663	10,381	7,094	68%	8,453	-1,928	CMI worker comp Nov audit of salaries		61
62	5650	FICA/Medicare Tax	21,163	21,721	25,489	18,441	72%	28,423	2,934	7.65% of salary total		62
63	5660	Pensions (Minister, DLRE, Admin, Sexton)	25,263	24,516	27,462	20,153	73%	31,814	4,352	10% of eligible salaries		63
64	5670	Payroll service, admin fees, etc	2,600	1,867	1,905	1,676	88%	1,954	49	NEPS 1656/yr + 298 for January W2s.		64
65	5680	Prof. Expense Accounts (Minister, DLRE, Administrator, Ministerial Intern, Dir. and Assoc. Dir of Music)	14,000	9,788	16,000	1,282	8%	17,580	1,580			65
66		Personnel total	447,838	429,072	465,494	334,034	72%	508,915	43,421			66
68	5700	Trustees Research and Development	0	53	1,000	1,019	102%	1,000	0			68
69	5730	Management Team Discretionary Fund	0	0	1,000	1,203	120%	1,000	0			69
70	6100	Music										70
72	6130	Sheet Music/Library	219	708	700	710	101%	700	0			72
73	6140	Piano Tuning/Repair	600	1,115	2,000	450	23%	2,000	0			73
74	6150	Dues, Tapes, Misc	0	0	0	0	0%	100	100			74
75		Music total	819	1,823	2,700	1,160	43%	2,800	100			75
76	6200	Religious Education										76
77	6201	Adult RE	515	264	700	377	54%	700	0			77
78	6202	CYRE discretionary fund	218	93	200	168	84%	200	0			78
79	6203	Teacher Training & Support	154	91	225	59	26%	150	-75			79
80	6204	Curriculum, supplies, equipment	510	750	900	459	51%	900	0			80
81	6205	YRUU Support	476	525	525	0	0%	600	75			81
82	6206	Family Multigenerational Activities	135	367	375	350	93%	500	125			82
83	6207	Teacher/volunteer background checks	0	7	150	63	42%	100	-50			83
84	6208	OWL Teacher Training	101	0	400	191	48%	475	75			84
85	6209	Affirmations Class Expense	444	1,500	1,500	450	30%	1,700	200			85
86		Religious Education total	2,552	3,596	4,975	2,117	43%	5,325	350			86
87	6300	Social Justice	0		4,500			4,500	0			87
89	6302	Anti-Racism TF	150			651						89
91	6304	Kids' Service Team TF		120								91
92	6305	Immigration and Refugee TF	672									92
93	6306	Green Sanctuary TF	500	550		228						93
94	6307	Preventing Gun Violence TF				100						94
95	6308	Waverly/USNH Partnership TF	9,085	9,000	9,000	7,556	84%	9,500	500			95
98	6311	Social Justice Council Reserve	300	575								98
100	6313	UU the Vote	2,369	852		888						100
101	6314	Women Empowered	250									101
102		LGBTQ+ Welcoming Task Force		400								102
103	6300	Social Justice Programs - Other	250	0		332						103
104		Social Justice total	13,575	11,590	13,500	9,755	72%	14,000	500			104
105	6313	CONECT	7,000	7,000	7,000	5,250.00	75%	7,000	0			105
106	6400	Worship										106
107	6410	Speakers	550	1,403	600	100	17%	1,200	600			107
108	6420	Worship supplies	540	657	430	705	164%	500	70			108
109	6430	Sunday Flowers	147	0	200	0	0%	100	-100			109
110	6400	Worship - Other	16	38	75	0	0%	75	0	Seder expense		110
111		Worship total	1,252	2,098	1,305	805	62%	1,875	570			111
112		Total Expenses	617,214	597,543	639,222	471,113	74%	720,050	80,828	Total Expenses		112
113		Income - Expenses	-12,914	20,657	0	42,109		-26,198	-26,198	Deficit - to be funded from accumulated reserves		113
114			92,582	89,632	95,883			67,005	-28,878	10% Operating Reserve		114

Draft FY25 Capital Budget

USNH Capital Budget 24-25 V2		
		Notes
Funds available		
Starting Balance	\$ 3,650	as of 3/1/24
Funds to be transferred from the Operating Budget	\$ 50,000	Operating Budget 2024-25 V1.
Total available	\$ 53,650	
Proposed projects		
Repair of cracks in driveway and parking area nearest to building	\$ 5,000	waiting for quote; \$5000 is ballpark
Replace roof over kitchen / Entryway	\$ 14,855	scheduled time frame to replace
Landscaping	\$ 1,000	tree trimming, new plantings etc
General Maintenance (not currently schduled)	\$ 2,000	
Total Project Costs	\$ 22,855	
Capital Items for the future		
Social hall roof recommended for 2025-2027	\$ 49,000	
Children's chapel roof, recommended for 2025-2027	\$ 26,000	
RE wing, recommended for 2026-2027	\$ 88,337	
Re-coat sanctuary roof 2028	\$ 6,000	
HVAC replacement	\$ 80,000	installation of VFD Feb. '24 should extend life at least five years
Obtain permits and funding for ground mount solar array	\$ 140,000	8 year payback with Green Bank

Nominating Committee Slate for Election, June 2, 2024

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
BOARD OF TRUSTEES			
OFFICERS:			
* Bobbi Pace	President	2024-2025	Current President
* Susan Trotta-Smith	Vice President	2024-2025	Current Vice President
* TBD	Clerk	2024-2026	<i>not identified</i>
Tom Ward	Treasurer	2023-2025	
AT LARGE TRUSTEES:			
Joan Ciano	Trustee	2022-2025	Incumbent
Kyle Manning	Trustee	2022-2025	Incumbent
Alissa Chapin	Trustee	2023-2026	Incumbent
Kathy Haskins	Trustee	2023-2026	Incumbent
* Christine Shadle	Trustee	2024-2027	
NOMINATING COMMITTEE			
Carol Anastasio	Nominating	2022-2025	Incumbent in 2 nd term
Becky Sandmann	Nominating	2022-2025	Incumbent in 2 nd term
Carol Siddall	Nominating	2023-2026	Incumbent
* vacancy	Nominating	2024-2026	<i>for remaining 2 years</i>
* Jackie Trimble Shapiro	Nominating	2024-2027	
* Marc Eisenberg	Nominating	2024-2027	
TBD	BOT Representative	2024-2025	Board will select
ENDOWMENT AND LEGACIES COMMITTEE			
Linda Mehta	E&L	2022-2025	Incumbent
Fred Morrison (2 nd term)	E&L	2022-2025	Incumbent in 2 nd term
Bob Congdon	E&L	2023-2026	Incumbent
Greg Seaman	E&L	2023-2026	Incumbent
* Pam Miller	E&L	2024-2027	
* James Erard	E&L	2024-2027	