BUC Board of Trustees Agenda, September 26, 2016

Call to Order - ED, (7:00 PM)

The BUC Covenant is here provided for silent reading and a moment for reflection.

As part of this beloved BUC community, I promise to: …
strive to be my best self in all my interactions. …
assume the best intentions of everyone's actions. …
be mindful of our shared humanity in my communications. …
pause, reflect and be part of the solution when things go awry.
Thus do we covenant with one another.

Centering - KATHY

Brief Check-in - ALL

Consent Agenda

Approval of minutes from August 22, 2016 Board Meeting

Monthly Reports

1. Treasurer's Report - DICK
2. Executive's Report – KATHY
3. Associate Executive's Report - JIM
4. SOS Update - JIM
5. Monitoring- KATHY
   EL Policy #2, Treatment of Staff
6. Veatch Outreach- KATHY
7. Renovation update and timeline - DICK and JIM

Generative Discussion- KATHY and ALL

Reflections from the minister and the trustees who attended the Music Goal-setting session on September 18, 2016.

Board Business:

1. Draft Resolution for the formal dedication of the BUC Social Hall as the Hodas Family Hall-ED.

   Effective Sunday, October 23, 2016, this resolution was passed unanimously by the BUC Boar of Trustees on September, 26, 2016.

   Whereas Shirley and Ernie Hodas gave of their time and talents to Birmingham Unitarian Church throughout their lives, and whereas they also gave generously to the Church's music program, to renovations and campus additions, The Board of Trustees of Birmingham Unitarian Church hereby acknowledges and celebrates their contributions given on behalf of the Hodas family. On this day, we change the name of our Social Hall to the 'Hodas Family Hall', recognizing gifts given on behalf of the family and trusting that the Hall will be used by individuals and families long into the future.

2. What else should be part of the renaming celebration? Cake or other refreshments? A statement from Bunny Hodas? A piano piece from Rudolf on the 'Hodas' piano? Your thoughts?

3. Discussion of a 'video wall' for the Hodas Family Hall - KATHY and JIM

4. Discussion on the previously tabled issue of 'Fellowship', as one of our four End Policies.

   End Policy #4: Fellowship
   Our congregants work and play together to connect, build support and care for one another.

Visitor Comments and Questions

Issues arising for the Good of the Church- ALL

Next Board Meeting- October 24, 2016
Adjourn (Target time: 9:00 p.m.)

Accepted by Board

BUC Board of Trustees
Minutes August 22, 2016

Present - Dick Cantley, David Graham, John Hammer, Marilyn Kelly, Stephanie Patil, Eric Sargent, Ed Sharples, Bruce Webber, Barbara Wolf

Visitor - Don Johnson

Call to Order- ED

Centering – ED
Swimming, One Day in August

Brief check-in - ALL

Recitation of Board Covenant:

I will listen with respect.
I will support each other's leadership.
I will speak honestly.
I will respect confidentiality.

Consent Agenda
Minutes, July 25, 2016
Approved by consensus.

Monthly Reports

1. **Treasurer's Report -** DICK

Decreased attendance during construction continues to be reflected in the July numbers. Monthly income from pledges was $5K below budget. Other income, primarily from plate collection and scrip were $3K below budget Rental Income was close to budget*. Shoring up the bottom line, July operating expenses were $4K below budget. One time accounting transfers also helped balance July's books. $11K was received as revenue from this year's share (half) of the profits from the 2015 Talents and Services Auction. $5K of prior year pledges that were collected in July were added to the month's pledge receipts. The month of July ended with a net operating income was $10K, about $1K more than expected.

Pending formal financial review, BUC net ordinary income for the 2015/2016 financial year is $44,000, which is **$62,000 more than was budgeted!**

Dick pointed out that the BUC General Endowment now exceeds $500,000. If the General Endowment exceeds the $500,000 threshold as of 12/31, BUC will be entitled to increase the percentage that can be withdrawn annually for the operating budget from 3% to 4%.

The Treasurer's Report was accepted by the Board.

*Rental income was adjusted in the budget to reflect little rental activity over the summer months. In addition, $5k per month for the first three months of FY16/17 are transferred from Capital funds to offset some of the loss in rental income due to construction… Clarification emailed by Jim Shettel and Dick Cantley.

2. Construction Financing Report - Dick

Construction remains on schedule and on budget, despite some problems discovered during demolition that will require remediation. $57,000 of the $75,000 contingency/ allowance fund will be used addressing these new problems. Hopefully there will be no other surprises in the sloped area. Low interest rates will help offset.

Staff estimates that $50,000 of the delinquent Capital Campaign commitments will not be collectible. This gap may be filled by additional contributions from new members, one time givers and non-givers. The $50,000 Hodas bequest is now a part of the Capital funds, and may end up being considered an offset to capital commitment shortfall, a supplement to contingency funds, a reduction in mortgage amount, or some combination of the above.

Monthly payments of $2500 on $400,000 of long term financing are budgeted to begin in November, 2016.

Eric moved acceptance of the Construction Report and John seconded it. The motion was unanimously approved.

2. Executive's Report – Jim in Kathy's absence

In her written Executive Report Kathy detailed how BUC is fulfilling the ENDS of Worship, Service, Learning, Fellowship, Stewardship and Sustainability. The discussion of the Fellowship End offered promising solutions to the problem Kathy has found making the Fellowship Chair have a useful function.*

Kathy included in her report a draft of her introductory letter to Veatch program concerning BUC's music outreach proposal. At this point she needs to get input and buy-in on the proposal from the Baldwin director and then prepare a budget for the program. The completed letter will be presented to the Board. Eric is excited about a potential long term goal of using music as a social leveler by bringing together students from different communities on the basis of means testing. Ed qualified that first the program needs to be well established in Pontiac, before potentially opening it up to students from other communities.

Jim reported that Kathy said that the executive is in compliance with EL Policy #7, Communication and Support of the Board.

The Executive Report was submitted in absentia by Jim Shettel. The report was accepted by the Board.

*June 2016 Executive Report to the Board

3. Associate Executive's Report - JIM

Jim highlighted items of his Associate Executive's report. The BUC office has been open, if not directly accessible, except when construction made it too dangerous or noisy to inhabit. Online signup for Sunday volunteer jobs under Radical Hospitality on the BUC website allows you to sit down at home with your calendar and computer, and sign up for volunteer jobs for any Sunday of the year. (You need to create a login/ password with Signup Genius.) Live streaming of Sunday services begins in October. Members will be encouraged to contribute to UUA/Mid America dues with a simple 'pledge form'. AND …The new sidewalk extension through the playground to Memorial Glen Entrance now connects with a newly mulched path through Capek Woods! Stephanie is thrilled with the renovated path and hopes the boy scouts responsible get a newsletter article and lots of appreciation.

The Associate Executive's Report was accepted by the Board.

Board Business:

1. Construction Report - JIM and DICK

December 9 remains the end date, despite 'surprises' and add ons. Foundations or footings that had to be remediated are in the foyer, gallery, and the walkway to the commons. Asbestos was found in the social hall flooring (oldest tile layer) and required an unanticipated extra step of remediation. The commons corridor roof has to be rebuilt after finding below-code construction. Insulation in the classroom roof went from 2" to 10". The last 6-8 weeks will be devoted to interior finish work in the foyer, conference room and commons corridor. That means, as Kathy pointed out in her report, that OWL will have to move from the Commons to the downstairs classroom, and that the religious ed. staff will have to make do without their office area. The social hall will be ready for Homecoming Sunday. The color door classrooms will also be usable except for the rest rooms. Jim is considering putting a porta-potty in or near the court yard. The old lighting will be reinstalled in the classrooms until the new lighting can be installed. In September, once the sidewalks and parking lot are completed, Jim can book rentals. The parking lot must be done by the end of September, or else be put on hold until next summer. Asphalt is not available after September. Pavilion carpeting and restrooms completion date is still not determined.

Eric suggested that on Homecoming Sunday the congregation be invited to leave a mark for posterity by signing an unfinished wall or the floor under the carpeting in the pavilion.

The Construction Report was accepted by the Board.

2. Music Committee Invitation to Board members to attend a 'Music Church' goal-setting meeting following worship on Sept. ~~25~~ 18* for 2 hours.
Ed, Barbara, Eric, Marilyn, John and Bruce signed up.

* rescheduled to September 18 per Ed. Trustees should confirm with Ed if they can attend the new date of September 18.

3. A way forward for SOS at BUC. - JIM AND ALL

A letter from Ben Gabel submitted just before the Board meeting pledged support for BUC hosting SOS in November. The Social Justice committee proposed that Mary Jo Ebert and Paul Plante work with Jim to do a risk management analysis for hosting SOS during construction. They raised the question: Does SOS cover personal liability? Jim clarified that BUC carries a large umbrella liability policy for anyone in the building. Construction does not affect BUC liability.

Jim proposes just making a plan of execution. He and Paul have carefully gone over how to manage with the facilities that are available. There will be no equipment outside. The fence will be down. While entrance through the foyer will not be available, the entrance can be moved to the social hall. Workers (in the foyer and conference rooms) and SOS guests will be on different shifts. It does not appear that the Board needs to take any action.

The Board simply recommended to Jim that he work with Paul Plante, Ben Gabel and the Social Justice Committee to develop a plan of execution for SOS 2016.

Dave suggests that the congregation be informed on how the facility will be use for SOS.

Visitor Comments and Questions
Don had no comments.

Issues arising for the good of the church- ALL

- Stephanie suggested that the role of the Fellowship Chair (and fellowship) be revisited in the September meeting under the agenda item *Issues Arising for the Good of the Church*.
- Board Volunteers will be needed for the Apple and Cheese Communion some time in November.

Adjourn 9:00 PM

Minutes submitted by Stephanie Patil.

TREASURER'S REPORT
September 23, 2016

August

- Pledge receipts for the month were $44K vs. budget of $35K for a $9K positive variance.
- Plate collections were down $1K due to lower attendance during construction
- Rental and other income were at budget
- Net revenues were $61K for an $8K positive variance
- Total operating expenses were $5K below budget
- Operating income was $2K vs. a budgeted loss of $11K, for a $13K positive variance

Year to Date

- Pledge receipts were $89K vs. a budget of $80K for a $9K positive variance
- Plate collections were $3K vs. a budget of $6K, for a $3K negative variance
- Net revenues were $132K for a $5K positive variance
- Operating expenses were $9K better than budget at $119K
- Operating income was $13K vs. a budgeted YTD loss of $1K, for a $14K positive variance

Unrestricted Cash on Hand

$89K at August 31, 2016 vs. target of $84K

Capital Campaign

- Receipts for the month were $13K
- Receipts to date for the entire campaign (20 months) have been $760K of the $1,449,000 raised (52%)
- 40 months remain in the campaign
- Adding in the $90K of Hodas bequests, $850K of resources have been collected to date

Construction Financials

- Total disbursements have been $472K
- The balance of Capital funds on hand is $378K
- Our $1.1M financing package will close in the next few days. It is anticipated that we will begin to draw on it in November.
- Mortgage payments of $2,500 principle & interest per month will also commence in November
- It is anticipated that the project will end up very close to budget. The largest remaining hurdle (barring any new ones raised by the building inspectors) is soil quality under the parking lot.

Respectfully submitted,
Dick Cantley

Birmingham Unitarian Church
FY 16/17 MTD & YTD Financial Statements
2 Months Ending - August 31, 2016

	Actualx MTD Aug-16	Budgetx MTD Aug-16	F/(U) Variance	Actual FY '17 YTD Aug-16	Budget FY '17 YTD Aug-16	F/(U) Variance
OPERATING REVENUES:						
PLEDGES - PRIOR YEAR	600	0	600	5,922	0	5,922
PLEDGES - CURRENT YEAR	43,873	35,000	8,873	83,741	80,250	3,491
PLEDGES - SHORT FALL	0	0	0	0	0	0
PLATE COLLECTION	1,763	3,083	(1,320)	3,395	6,167	(2,772)
MEMORIAL GLEN	0	117	(117)	0	233	(233)
SPECIAL MUSIC	0	0	0	0	0	0
ROPE	0	0	0	1,500	0	1,500
GUUSH	0	0	0	0	0	0
HODAS GEOTHERMAL GIFT	0	0	0	0	0	0
SCRIP	3,918	3,417	501	5,706	7,168	(1,462)
RUMMAGE	0	0	0	205	0	205
OTHER FUNDRAISING	0	0	0	11,000	11,000	0
COMM. FOUND. SE MI DRAW	0	0	0	0	0	0
GEN. ENDOW. ANNUAL DRAW	0	0	0	0	0	0
RENTALS	10,257	9,700	557	19,539	19,200	339
PRE-SCHOOL	0	0	0	0	0	0
PRE-SCHOOL CAMP	0	0	0	0	0	0
CAPITAL EXPENDITURES	0	0	0	0	0	0
OTHER	405	1,570	(1,165)	763	3,065	(2,302)
420.999 Desig Inc trf to Payabl - ***excl.*** Cap Camp '14	0	0	0	0	0	0
NET REVENUES:	60,816	52,887	7,930	131,771	127,083	4,688
OPERATING EXPENSES:						
TOTAL DESIGNATED EXPENSES:	1,120	1,566	446	6,294	3,060	(3,234)
TOTAL RELIGIOUS EDUCATION:	7,350	7,979	629	15,258	15,256	(2)
TOTAL OFFICE / FACILITIES STAFF:	27,518	28,151	633	54,698	56,881	2,184
TOTAL MINISTER EXPENSES:	10,527	10,152	(375)	21,111	20,696	(415)
TOTAL DAY CARE / PRESCHOOL / SUMMER CAMP:	0	0	0	0	0	0
TOTAL FELLOWSHIP / FUNDRAISING:	3,222	4,217	994	4,694	8,383	3,689
TOTAL FACILITY & OFFICE:	9,008	11,427	2,419	17,138	24,079	6,941
INTEREST - LINE OF CREDIT						
TOTAL OPERATING EXPENSES:	58,746	63,492	4,746	119,193	128,356	9,163
OPERATING INCOME	***2,070***	***(10,606)***	***12,676***	***12,578***	***(1,273)***	***13,850***
OTHER (INCOME) / EXPENSE						
INTEREST (INC) / EXP	0	0	0	0	0	0
FIDELITY ACCT. - realized (Inc)/Exp	40	0	(40)	56	0	(56)
FIDELITY ACCT. - unrealized (G)/L - change in acct value	(33)	0	33	(128)	0	128
GENERAL ENDOW - realized (Inc)/Exp	(136)	0	136	(272)	0	272
GENERAL ENDOW - unrealized (G)/L - change in acct va	(2,622)	0	2,622	(18,396)	0	18,396
MUSIC ENDOW - realized (Inc)/Exp	(13)	0	13	(30)	0	30
MUSIC ENDOW - unrealized (G)/L - change in acct value	(243)	0	243	(1,669)	0	1,669
GLEN ENDOW - realized (Inc)/Exp	(40)	0	40	(89)	0	89
GLEN ENDOW - unrealized (G)/L - change in acct value	(185)	0	185	(1,291)	0	1,291
TOTAL OTHER EXPENSE/(INCOME):	(3,233)	0	3,233	(21,819)	0	21,819
INCOME BEFORE CAPITAL CAMPAIGN '14	5,303	(10,606)	15,908	34,397	(1,273)	35,670

Birmingham Unitarian Church
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2 Months Ending - August 31, 2016

	Actualx MTD Aug-16	Budgetx MTD Aug-16	F/(U) Variance	Actual FY '17 YTD Aug-16	Budget FY '17 YTD Aug-16	F/(U) Variance
CAPITAL CAMPAIGN '14						
REVENUE - DONOR ADVISED	0	0	0	0	0	0
REVENUE - OTHER	12,809	0	12,809	21,415	0	21,415
REVENUE - FROM FIDELITY	0	0	0	0	0	0
420.999 Desig Inc trf to Payabl - Cap Camp '14 only	0	0	0	0	0	0
TOTAL REVENUE:	12,809	0	12,809	21,415	0	21,415
EXPENSE - OTHER	101,463	0	(101,463)	152,504	0	(152,504)
EXPENSE - TO FIDELITY	0	0	0	0	0	0
520.999 Designated Exp Drawdown - Cap Camp '14 or	(88,653)	0	88,653	(131,089)	0	131,089
TOTAL EXPENSES:	12,809	0	(12,809)	21,415	0	(21,415)
HUNTINGTON MNY MKT - INVESTMENT INCOME	20	0	20	41	0	41
LEVEL ONE MNY MKT - INVESTMENT INCOME	111	0	111	209	0	209
	131	0	131	249	0	249
CAPITAL CAMPAIGN - NET INCOME / (LOSS)	131	0	131	249	0	249
NET INCOME / (LOSS)	5,434.10	(10,606)	16,040	34,646.68	(1,273)	35,919
DESIGNATED EXPENSES						
MEMORIAL GLEN	0	167	167	0	333	333
ROPE	0	0	0	3,226	250	(2,976)
GUUSH	0	0	0	0	0	0
CAPITAL EXPENDITURES	0	0	0	0	0	0
OTHER	1,120	1,399	279	3,068	2,476	(591)
520.999 Designated Exp Drawdown - ***excl.*** Cap Camp '1	0	0	0	0	0	0
TOTAL DESIGNATED EXPENSES:	1,120	1,566	446	6,294	3,060	(3,234)
	1.8%	3.0%		4.8%	2.4%	
RELIGIOUS EDUCATION EXPENSES						
DRE - YOUTH SALARY	3,465	3,465	0	6,930	6,930	0
DRE - CHILDREN SALARY	3,465	3,465	0	6,930	6,930	0
DRE - RETIREMENT	322	322	(0)	644	644	(0)
LIFESPAN MEMBER INTER	0	0	0	0	0	0
NURSERY SALARY	108	0	(108)	163	0	(163)
RE ASSISTANT	0	0	0	0	0	0
OTHER	(10)	727	737	592	752	161
TOTAL RELIGIOUS EDUCATION:	7,350	7,979	629	15,258	15,256	(2)
	12.1%	15.1%		11.6%	12.0%	

Birmingham Unitarian Church
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	Actualx MTD Aug-16	Budgetx MTD Aug-16	F/(U) Variance	Actual FY '17 YTD Aug-16	Budget FY '17 YTD Aug-16	F/(U) Variance
OFFICE/ FACILITIES STAFF EXPENSES						
MUSIC STAFF	7,195	7,158	(37)	14,390	14,317	(73)
CHURCH ADMIN	6,049	6,522	473	12,097	13,044	947
FINANCIAL ADMIN	500	500	0	1,000	1,500	500
OFFICE ASST	2,313	2,313	(0)	4,626	4,626	(0)
MEDIA SPECIALIST	4,979	4,967	(12)	9,957	9,934	(23)
CUSTODIAN / HANDYMAN	5,823	6,032	209	11,309	12,142	833
HOUSEKEEPER	617	618	0	1,235	1,235	0
TECH SUPPORT	43	42	(1)	83	83	1
OTHER	0	0	0	0	0	0
TOTAL OFFICE / FACILITIES STAFF:	27,518	28,151	633	54,698	56,881	2,184
	45.2%	53.2%		41.5%	44.8%	
MINISTER EXPENSES						
SALARY	7,034	6,742	(292)	14,068	13,485	(584)
HOUSING	2,083	2,083	(0)	4,167	4,167	(0)
INSURANCES	854	899	45	1,708	1,798	90
RETIREMENT	420	420	0	839	839	0
SABBATICAL	0	0	0	0	0	0
OTHER	136	8	(128)	329	408	79
TOTAL MINISTER EXPENSES:	10,527	10,152	(375)	21,111	20,696	(415)
	17.3%	19.2%		16.0%	16.3%	
DAY CARE / PRESCHOOL / SUMMER CAMP EXPENSES						
SUMMER CAMP - TEACHER	0	0	0	0	0	0
SUMMER CAMP EXPENSES	0	0	0	0	0	0
DAY CARE / PRESCHOOL - DIRECTOR	0	0	0	0	0	0
DAY CARE / PRESCHOOL - ADMIN	0	0	0	0	0	0
DAY CARE / PRESCHOOL - TEACHER	0	0	0	0	0	0
DAY CARE / PRESCHOOL - ASST. TEACHER	0	0	0	0	0	0
DAY CARE / PRESCHOOL - EXPENSES	0	0	0	0	0	0
TOTAL DAY CARE / PRESCHOOL / SUMMER CAMP:	0	0	0	0	0	0
	0.0%	0.0%		0.0%	0.0%	
FELLOWSHIP / FUNDRAISING EXPENSES						
FELLOWSHIP	0	50	50	(10)	50	60
SCRIP GENERAL FUND EXPENSES	3,222	4,167	944	4,704	8,333	3,629
RUMMAGE EXPENSES	0	0	0	0	0	0
STEWARDSHIP	0	0	0	0	0	0
OTHER	0	0	0	0	0	0
TOTAL FELLOWSHIP / FUNDRAISING:	3,222	4,217	994	4,694	8,383	3,689
	5.3%	8.0%		3.6%	6.6%	

Birmingham Unitarian Church
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2 Months Ending - August 31, 2016

	Actualx MTD Aug-16	Budgetx MTD Aug-16	F/(U) Variance	Actual FY '17 YTD Aug-16	Budget FY '17 YTD Aug-16	F/(U) Variance
FACILITY & OFFICE EXPENSES						
SUPPLIES	427	575	148	654	1,150	496
TRASH REMOVAL	107	117	9	214	233	19
CONSUMERS ENERGY	33	50	17	68	150	82
DTE CONSTELLATION	528	550	22	772	1,100	328
WATER	0	0	0	951	1,000	49
LAWN CARE	180	325	145	420	650	230
GROUNDS MAINTENANCE	0	200	200	0	400	400
SNOW REMOVAL	0	0	0	0	0	0
REPAIR & MAINTENANCE	2,129	1,363	(766)	2,523	2,725	202
PIANO TUNING/CARE	135	0	(135)	245	0	(245)
INTERIORS	0	0	0	0	0	0
ARBOR CARE	0	150	150	0	300	300
AED	0	0	0	0	0	0
INSURANCE	0	1,025	1,025	0	2,050	2,050
OTHER MUSIC	83	725	642	383	1,975	1,592
PAYROLL SERVICE	136	142	6	270	283	13
OFFICE SUPPLIES	60	250	190	207	500	293
POSTAGE	92	150	58	92	300	208
TELEPHONE	0	445	445	0	891	891
BANK SERVICE FEES	409	150	(259)	718	300	(418)
CREDIT CARD FEES	20	250	230	97	500	403
COPY COSTS	0	175	175	620	350	(270)
OFFICE EQUIPMENT RENTAL	558	542	(16)	1,126	1,083	(43)
OFFICE EQUIPMENT UPGRADE	1,249	104	(1,145)	1,249	208	(1,041)
INTERNET	415	350	(65)	711	700	(11)
LEADERSHIP DEVELOPMENT	0	0	0	0	0	0
ADVERTISING/PUBLICITY	(5)	0	5	0	0	0
WEBSITE / TECHNOLOGY	10	180	170	10	285	275
DENOMINATIONAL	0	1,070	1,070	0	2,140	2,140
OUTREACH	2,412	2,090	(322)	5,188	3,580	(1,607)
RENT EXPENSE	30	0	(30)	(95)	0	95
SUBJECTIVE SPENDING	0	0	0	0	0	0
SUNDAY MORNING	0	450	450	715	1,225	510
RECONCILIATION DISCREPANCY	0	0	0	0	0	0
TOTAL FACILITY & OFFICE:	9,008	11,427	2,419	17,138	24,079	6,941
	14.8%	21.6%		13.0%	18.9%	

Birmingham Unitarian Church
FY 16/17 MTD & YTD Financial Statements
2 Months Ending - August 31, 2016

	Actualx MTD Aug-16	Budgetx MTD Aug-16	F/(U) Variance	Actual FY '17 YTD Aug-16	Budget FY '17 YTD Aug-16	F/(U) Variance
ASSETS:						
==========						
CURRENT ASSETS;						

CASH -						
GENERAL FUND				54,624		
PETTY CASH				300		
MONEY MARKET - HUNTINGTON				240,527		
MONEY MARKET - LEVEL ONE				246,213		
INVESTMENTS -						
FIDELITY				100,377		
GENERAL ENDOWMENT				508,967		
MUSIC ENDOWMENT				45,916		
MEMORIAL GLEN ENDOWMENT				40,508		
RECEIVABLES				0		
PREPAID EXPENSES				0		
TOTAL CURRENT ASSETS				1,237,431		
FIXED ASSETS				0		
ACCUMULATED DEPRECIATION				0		
NET FIXED ASSETS				0		
OTHER ASSETS -						
NEXT YEAR'S PLEDGES / TUITION				(24,473)		
TOTAL ASSETS				1,212,958.16		

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	Actualx MTD Aug-16	Budgetx MTD Aug-16	F/(U) Variance	Actual FY '17 YTD Aug-16	Budget FY '17 YTD Aug-16	F/(U) Variance
LIABILITIES:						
==========						
CURRENT LIABILITIES;						

AP, TRADE				0		
DESIGNATED PAYABLES -						
MEMORIAL GLEN - SCULP HODAS				4,970		
MEMORIAL GLEN - OTHER				2,236		
MEMORIAL & TRIBUTES				4,483		
SPECIAL MUSIC				1,000		
BEQUESTS FOR RE				1,263		
UFO				1,590		
GUUSH				4,207		
GUUSH SERVICE PLATE				42		
PLATE FOR EMERGING PROJ				650		
MAMA'S COFFEE				2,784		
ART COMMITTEE				3,437		
HODAS GEOTHERMAL GIFT				0		
PROGRAM INITIATIVES				***42,784***		
BUILDING PROJECTS				***39,994***		
VON DREHLE BEQUEST				4,530		
VON DREHLE GROUNDS				4,000		
CAPITAL EXPENDITURES				1,098		
LANDSCAPE ARCHITECT				0		
ELAINE BOOKCART				8,746		
ELSON COMM SERV FUND				0		
CAPITAL CAMPAIGN 2014				***378,453***		
WDET DONATIONS 1				2,641		
CLASS CONVERSATIONS				590		
CAPEK WOODS				582		
ACCRUALS / WITHHOLDINGS / DEFERRALS				18,153		
TOTAL CURRENT LIABILITIES				528,231		
OTHER LIABILITIES				0		
TOTAL LIABILITIES				528,231		
NET ASSETS:						
==========						
OPENING BALANCE - NET ASSETS				388,546		
UNRESTRICTED NET ASSETS				261,534		
YTD - CHANGE IN NET ASSETS				34,647		
TOTAL NET ASSETS:				684,727		
TOTAL LIABILITIES & NET ASSETS				1,212,958.16		

Birmingham Unitarian Church
FY 16/17 MTD & YTD Financial Statements
Other Income & Expense Detail

	FY '17 YTD Aug-16
Other Revenue:	
420.109 General Endowment Incom	$ -
420.117 Green Sanctuary	$ -
420.120 UFO Income	$ 85
420.120 UFO Income:420.120a UFO Bake-Off Inc	$ -
420.120 UFO Income:420.120b UFO other income	$ -
420.128 Plate for Emerging Proj	$ -
420.130 MAMA's Coffee House	$ -
420.131 Art Committee Income	$ -
420.134 Coffee Hour Supplies	$ 40
420.171 Sunday Flowers Income	$ 250
420.311 Social Justice	$ -
402.700 Christmas Eve Plate	$ -
420.830 UUA & MidAmerica Donati	$ 168
420.831 WDET Donations	$ -
400.824 Non Pledge Contrbution	$ 220
400.825 Newsletter Subscription	$ -
402.800 Reimbursements	$ -
404.103 Newsletter Ads	$ -
411.101 Needs Network Income	$ -
Total Other Revenue:	$ 763
Other Expense:	
520.103 Memorials & Tributes Ex	$ -
520.105 Prague Sister Church Ex	$ -
520.117 Green Sanctuary	$ -
520.120 UFO Expenses:520.120b UFO Other Expenses	$ -
520.128 Plate-Emerging Projects	$ -
520.130 MAMA's Coffee House Exp	$ -
520.131 Art Committee Expense	$ -
520.134 Coffee Hours Supplies	$ -
520.171 Sunday Flowers Expense	$ 200
520.310 Music Endow Draw	$ -
520.830 UUA & Mid Amer. Don.	$ 2,140
520.926 Facilities Reserve:520.406 Capek Woods Expense	$ -
520.928 Plate Collection	$ 728
Total Other Expense:	$ 3,068

Birmingham Unitarian Church
Unrestricted Cash Calculation
August 31, 2016

	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16
General Fund - Huntington	46,669	58,111	104,111	154,963	218,992	147,329	144,141	153,270	143,540	123,969	80,107	54,624
Money Market - Huntington	140,326	170,338	170,352	220,368	220,387	240,406	240,426	240,446	240,466	240,486	240,506	240,527
Money Market - Level One	175,221	175,293	175,367	175,441	175,511	235,601	235,701	245,796	245,903	246,004	246,102	246,213
Fidelity	178,008	179,497	165,019	168,553	164,960	164,983	165,019	164,982	164,988	175,340	166,871	100,377
Available Funds:	540,224	583,239	614,849	719,326	779,850	788,318	785,287	804,493	794,897	785,799	733,586	641,741
FY 15/16 Pledges - paid in advance	*38,251*	*33,971*	*29,671*	*25,371*	*21,071*	*16,771*	*12,471*	*8,171*	*3,871*	*(20)*	*0*	*0*
FY 16/17 Pledges - paid in advance					*1,700*	*1,700*	*4,250*	*13,044*	*21,335*	*29,387*	*26,920*	*24,473*
AP, Trade	0	0	0	500	1,000	32,612	33,112	33,612	0	0	0	0
Accruals	0	0	0	0	0	0	0	0	300	24,093	13,593	18,153
Memorial Glen - Sculp Hodas	10,000	10,000	10,000	10,000	10,000	10,000	10,000	7,470	7,470	7,470	7,470	4,970
Memorial Glen - Maintenance	0	0	0	0	0	0	0	0	0	0	0	0
Memorial Glen - Other	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236
Memorial & Tributes	4,483	4,483	4,483	4,483	4,483	4,483	4,483	4,483	4,483	4,483	4,483	4,483
Special Music	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Bequests for RE	1,263	1,263	1,263	1,263	1,263	1,263	1,263	1,263	1,263	1,263	1,263	1,263
UFO	1,590	1,590	1,590	1,590	1,590	1,590	1,590	1,590	1,590	1,590	1,590	1,590
GUUSH	4,207	4,207	4,207	4,207	4,207	4,207	4,207	4,207	4,207	4,207	4,207	4,207
GUUSH Service Plate	42	42	42	42	42	42	42	42	42	42	42	42
Plate for Emerging Projects	650	650	650	650	650	650	650	650	650	650	650	650
MAMA's Coffee	6,196	2,784	2,784	2,784	2,784	2,784	2,784	2,784	2,784	2,784	2,784	2,784
Art Committee	3,812	3,812	3,812	3,812	3,812	3,812	3,812	3,437	3,437	3,437	3,437	3,437
Hodas Geothermal Gift	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	0	0	0
Program Initiatives	0	0	0	65,000	63,598	62,032	59,194	56,155	52,867	45,319	42,784	42,784
Building Projects	0	0	0	45,000	45,000	45,000	45,000	42,683	40,064	39,994	39,994	39,994
Von Drehle Bequest	4,530	4,530	4,530	4,530	4,530	4,530	4,530	4,530	4,530	4,530	4,530	4,530
Preschool Equip Acc	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Capital Expenditures	1,098	1,098	1,098	1,098	1,098	1,098	1,098	1,098	1,098	1,098	1,098	1,098
Landscape Architect	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	0	0	0
Elaine Book Cart	8,746	8,746	8,746	8,746	8,746	8,746	8,746	8,746	8,746	8,746	8,746	8,746
Elson Comm Serv Fund	4,030	4,030	4,030	4,030	4,030	0	0	0	0	0	0	0
Capital Campaign 2014	341,490	354,233	392,949	373,891	403,490	379,983	389,407	415,482	418,064	519,541	472,106	378,453
WDET Donations 1	2,641	2,641	2,641	2,641	2,641	2,641	2,641	2,641	2,641	2,641	2,641	2,641
Class Conversations	590	590	590	590	590	590	590	590	590	590	590	590
Capek Woods	582	582	582	582	582	582	582	582	582	582	582	582
Committed Payables/Cash:	531,436	536,487	570,902	658,044	684,142	682,350	687,686	710,493	677,849	709,662	646,744	552,704
Unrestricted Cash:	8,788	46,753	43,947	61,282	95,709	105,968	97,601	94,000	117,048	76,137	86,842	89,037
Unrestricted Cash - incl. next year (15/16 & 16/17) pledges	*47,040*	*80,724*	*73,618*	*86,654*	*118,480*	*124,439*	*114,323*	*115,215*	*142,255*	*105,504*	*113,762*	*113,510*

REPORT TO THE BOARD

September 2016

Worship End: BUC exists so that our congregants may experience, both communally and personally, the transcending mystery and wonder that moves us to a renewal of the spirit.

The congregation returned in numbers and enthusiasm from our slower summer pace of services, with a full house for the traditional Homecoming Sunday in September. The calendar for music and speakers is filled through December.

Several congregants have commented on the resurgence of applause in our services, and September's Program Council opted to discuss the same matter. Though I have never been a proponent of applauding for elements in a worship service, I believe the present phenomenon represents something positive happening—and I intend to encourage it. There are two fundamental kinds of spiritual rhythms or energies, one of which is more interior and is characterized by calming, centering, a sense of quieting and grounding and stillness, and the other of which is more expressive and exterior, characterized by a desire for action. Like many UU churches, BUC has grown skilled at cultivating the inner-directed kind of spiritual energy while paying less (or no) attention to the latter kind of energy. Yet some of the changes in our worship styles and music are inviting that latter kind of energy now, with applause being one symptom of that shift. Some fret that the applause is signifying a "performance mentality," but I disagree; I believe instead that it represents outer-directed energy seeking some form of expression, and for now that form of expression is applause. Both kinds of energy are needed for balance and wholeness. So I will not be shushing the applauders (and will often join them myself), and will be working with the worship team to continue finding ways to inspire more of the outer-directed energies to our services.

Service End: BUC is called to minister to the needs of our congregation and our communities; to promote social, economic and environmental justice; and to be an agent of systemic social change.

I had an initial meeting with the Executive Director of the Baldwin Center to discuss our desire to apply for funding to create a program of free music lessons in a Pontiac setting. She responded to my question about Baldwin's interest in housing such a program and partnering with BUC to run the program with enthusiasm. To that end, I ask the Board to approve my final draft of a letter of inquiry, the first step the Foundation requires to begin a formal grant proposal, to be sent to the Veatch Foundation requesting grant funding for such a program (the letter draft is being sent to you along with this report). Beyond this specific proposal, the Director suggested further possibilities for an increased partnership with BUC in other endeavors, many of which are part of a new pattern intending to foster microbusinesses in the Pontiac community. BUC is providing space later in the fall for the Baldwin Center to present its new plans to an array of potential community partners.

Learning End: BUC exists so that our congregants have an environment that actively supports their journey toward self-knowledge, understanding, personal integrity and spiritual growth.

Our religious education program is the most challenged aspect of church life in terms of figuring out how to function in the midst of construction. Sunday, September 18 was the first Sunday with classes running for all ages; our RE directors report that things went well and that to date no families have expressed concerns about the less than optimal arrangements for classes. Given those challenges, however, we will likely be creating more worship services that are intergenerational, allowing children and youth to remain in the sanctuary and thereby lessening the weekly challenge of adapting to space limitations.

After consultation with Dick Cantley, I invited RE leadership to begin making use of some funding outside our construction budget to equip refurbished classrooms with new furniture. There had been some concerns expressed that such funding in the construction budget could be impacted by construction surprises. These should be resolved now that funding from other sources has been made available.

Fellowship End: Our congregants work and play together to connect, build support, and care for one another.

I am presently recruiting a new volunteer to fill the role of Fellowship chair. This person will begin interacting more with our Membership Committee to explore the possible implementation of the recommendation in our strategic plan that Fellowship and Membership be combined organizationally.

Stewardship and Sustainability End: the church is sustained over time by responsible stewardship as we build a connection between spiritual practice and generosity, express gratitude and commitment by sharing our gifts, nurture and develop volunteers and enrich lives through their activities with our church community, and value our resources and use them in service of our highest values and aspirations.

On October 30, James Snell, a former UUA Board Trustee, will be the guest speaker in a service focused on the covenantal relationship between the UUA and member congregations; Board members who served last year may recall that Mr. Snell initiated some conversations with former President Lisa Demian and myself, and our recap of those conversations for the Board resulted in a request that we have a denominational speaker come for a Sunday. I will conduct the service that Sunday in lieu of a worship associate, and am planning to use that Sunday for a special appeal for donations to cover more of the cost of our annual dues.

A personal note

I am in the process of publishing a memoir piece I wrote during my sabbatical, recounting my experience of depression and recovery as a late adolescent/young adult. The publisher advised that I write under a pen name given that memoir pieces often run a risk of incurring libel charges. I also felt that a pen name would help maintain a clear boundary between that writing and my role as BUC's senior minister. I will be doing some occasional promoting of the book locally, but will not be identifying myself as the minister of this church, nor refer to BUC by name. I wanted to inform you of this venture in order to avoid any surprises, should a congregant and I cross paths while I am pursuing this. I will not, of course, be marketing the book to congregants or around the church in any way.

--Respectfully submitted by Kathy Hurt

Date

Veatch Board of Governors and Staff
Unitarian Universalist Congregation at Shelter Rock

Dear Governors and Staff:

At the request of the Birmingham Unitarian Church Board of Directors, I am writing a Letter of Inquiry to invite your consideration of providing grant funding for our proposed project of providing free music lessons and instruments in the adjacent community of Pontiac, Michigan. Per your requirements, this letter will provide background on our relationship with the organization we will partner with in this endeavor, as well as discuss our expectations for the project.

Name and contact information:

Birmingham Unitarian Church
Reverend Doctor Kathy Hurt, Senior Minister
38651 Woodward Avenue
Bloomfield Hills, MI 48034
248-647-2380
kathy.hurt@bucmi.org

Amount requested: $48,000

Organization background:

In the summer of 2013, Birmingham Unitarian Church (BUC) set as an outreach goal the cultivation of a relationship with the Baldwin Community Center, located in the community of Pontiac just north of the church. While BUC enjoys a location in a wealthy neighborhood, Pontiac is one of the most economically devastated communities in the larger Detroit metropolitan area, having been overwhelmed by the recession of 2008 which so impacted the predominant automotive industry in this area that recovery has been virtually nonexistent. Pontiac contains block after block of shuttered businesses and demolished automotive industry-related factories, a blighted downtown, and failing and abandoned homes. The schools in Pontiac have predictably suffered with teacher turnover and the closing of most enrichment offerings, such as music and art. In the midst of this struggling community, the Baldwin Center has been providing a host of community services such as meals, free clothing, and especially activities both afterschool and in the summer for children and youth. BUC proposed to the Baldwin Center that we bring professional staff and volunteers in for a kind of summer camp experience, both adding to the activities the Center already offered and giving the Center

staff a much needed break from their intense summer work. The Center had never had such a proposal from a church; they decided to give us a try, and were delighted with the results, so much so that each summer since then they have asked us to return. Over these three years, our offerings have grown to include variety and volunteers from the church.

But Pontiac continues to struggle, and the Baldwin Center struggles as well to maintain a core offering of services and programs. Given our success in working with them thus far, we have proposed expanding our partnership beyond the summertime to provide for them an ongoing program of free music lessons for the children and youth they serve all year long. We have done some research into a similar project in Saginaw, Michigan, Major Chords for Minors, so have a good template for what we intend to create here.

Proposed project:

BUC is proposing that we partner with the Baldwin Center to provide free music lessons and instruments for children and youth living in the economically struggling community of Pontiac. Church staff and professional musicians would administer the program and provide instruments and lessons, so that the Baldwin Center incurs no costs for the program but only provides the building and potential students. Veatch funds would be used to pay for staff time spent administering the program, to pay reduced fees to music teachers, to purchase instrument supplies such as reeds and strings (we anticipate being able to find free of cost the instruments we need due to a surplus of instruments in our area that has resulted from many Detroit area schools eliminating music programs in order to cut costs), and to market the lessons to Pontiac families. Our program would fill the gap left by elimination of music programs in the public schools, and particularly serve children whose families cannot afford such amenities as private music lessons.

Myriad studies have shown identifiable benefits for children who have some form of music education. Their overall learning skills are strengthened, they acquire a sense of discipline, they find in music a form of creative expression and relaxation. While such benefits are desirable, for the particular population our program would serve, children from a depressed community that sees little hope for its future to be any better than its present, music lessons afford opportunities to take risks, to see the results of work, to know a sense of accomplishment, and to grow in self-confidence—all the very sort of experiences these children have little or no chance of finding in their present circumstances, and experiences they will sorely need if they are to have any possibility of breaking the cycle of economic deprivation and all the suffering that flows from it.

Report to the Board – September 26, 2016 **Associate Executive**

- Administrative
    - The Church office continues to be closed intermittently as work in the Commons corridor or overhead by the Foyer required us to stay out; window access/egress has been used at certain times in order to continue working, as long as it was safe to be inside.
- Communications
    - Selected Facebook stats for the month:
        - The International Peace Day post of 9/21 reached 317 people;
        - The 9/22 video of the "big crane day" had over 200 views; the "open air" Commons corridor picture had 315 views.
        - The 9/14 Regional Transit Forum informational post on 9/9 by MJ Ebert reached 466 people.
    - The Radical Hospitality initiative has resulted in 35 people making commitments for the entire year.
- Facilities / Sustainability
    - Social Hall renovations still to complete are the baseboard wood trim with marine-grade varnish, and the lower restrooms. Trim should be completed around month-end, with the restrooms functional but not 100% done, and minor painting. Once those restrooms are functional the Pavilion restroom will be renovated over about a 2-week (one Sunday) period.
    - Classroom ceiling, lighting and restrooms work is continuing this, along with completion of painting.
    - Next big milestones will be demo of the front sidewalks and the asphalt within the construction fence, by the end of the month, and work on the parking lot the first week of October (barring any complications).
- Business & Finance
    - Many of our regular renters have started back with us this month, and we have had two outside special events in the Social Hall (including DCWS gala) plus the Homeschoolers on Fridays, Indian dance, and Oakland Choral (in Sanctuary). Some church groups and rentals I had planned to put in the colored door rooms (by mid-September) have had to use other spaces (Sanctuary, Social Hall, Music room, Office) or postpone their fall start.
- Stewardship / Giving / Membership database
    - At month-end September (end of 3rd quarter/fiscal 1st quarter) a giving statement, Capital Campaign-only, will be distributed. We hope to get a similar response as we did when the last round of statements went out and we received a "bump" in pledge receipts. Further efforts to fill the "gaps" in Capital Campaign responses to be discussed.
    - A special simple "pledge form" for our UUA/Mid-America dues request this fall (Oct. UUA-themed service) has been prepared and reviewed by Kathy.
- Risk Management

- Addressed certain specific lock questions from architect with respect to new door hardware.

- Technology
  - We received a proposal from one vendor that covers several options for a video wall in the Social Hall.
  - Scheduling of "phase two" of the campus Wi-Fi enhancement project is pending completion of the major renovation work in the Social Hall and Red Door room.
  - Our plan to begin live web streaming our Sunday services is delayed due to licensing considerations, needing additional research and planning.

Respectfully submitted, Jim Shettel